



# Board of Licensed Dietitians - Public Minutes

September 13, 2024 at 9:00 AM

7 Eagle Square, Concord NH 03301

## Attendance

### Members Present:

Abby Savard (AS), Chair

Courtney Costello (CC)

Allison Bradley (AB) *via Zoom*

### Staff Present:

Jeanne Webber, Board Administrator; Cassandra Brown, Esq., Board Counsel, Tina Kelley, Rules Coordinator

**Board Vacancies:** One Licensed Dietitian and One Public Member

#### I. Call to Order

Meeting was called to order at 9:06 a.m., with a quorum of the Board present. AB participated remotely as attending in person was not practicable due to reasons related to childcare.

#### II. Approval of Public Minutes

##### A. August 9, 2024

### Motion:

Upon a motion by AS, with a second by AB, the Board voted to approve the minutes as stated; motion passed via roll call vote. **Abstain:** CC

#### III. Public Appearances- No items

#### IV. OPLC Board Administration Updates

##### A. New Board Member Nomination - Informational

### Board of Licensed Dietitians

#### **RSA 326-H**

Karen E. Mountjoy, Portsmouth

Succeeding: Dena B. Shields, Newbury

Effective: Upon Confirmation (next meeting 9/25/24)

Term: December 6, 2025

#### V. Old Business

##### A. CDR Registration Number

The Board voted to add the CDR registration number to applications (initial, renewal). IT will add it as part of a future system update. Recently added request - reinstatement, temporary licenses as well 10/13/2023.

To remain on Agenda until implemented

VI. New Business - No items

VII. Rules Review and Other Legislative Topics

A. Legislation Updates - Board Counsel

**Motion:**

Upon a motion by AS, with a second by CC, the Board voted to approve language substantially similar to RSA 326-B:15 to incorporate the requirement of criminal background checks for initial licensure to be in compliance with Compact requirements; motion passed unanimously via roll call vote.

B. Rules Review

1. Diet 100 and Diet 500 Public Rules Hearing

Hearing commenced at 9:16 am and concluded at 9:31 am. There was no public present and no written comments were submitted. The deadline to submit written comment is September 23, 2024 at 4:00 pm.

2. Diet 400 - Initial Proposal

**Motion:**

Upon a motion by AS, with a second by CC, the Board voted to approve the initial draft as amended; motion passed unanimously via roll call vote.

VIII. Non-Public Session

Motion to conduct a non-public session for the purpose of discussing investigations of alleged licensee misconduct and other confidential Board business and noting that such a non-public session is authorized by RSA 91-A:3, II (c), RSA 91-A:3 II (e), RSA 91-A:5, IV, Lodge v. Knowlton, 119 N.H. 574 (1978), and the Board's executive and deliberative privileges.

At 10:29 a.m., pursuant to RSA 91-A:3:2, 91-A:5, and upon motion by AS, with a second by CC, the Board voted unanimously via roll call vote to conduct a non-public session because public disclosure may render a proposed action ineffective or adversely affect the reputation of a person other than a Board member.

IX. Resume Public Session

At 10:35 a.m., upon a motion by AS, with a second by CC, the Board voted to go out of non-public session and resume the public session.

A. Seal Minutes from Non-Public Session

At 10:35 a.m., upon motion by AS, with a second by CC, the Board unanimously via roll call vote to withhold and seal the minutes of the preceding non-public session from public disclosure pursuant to RSA 91-A: 3 III, because divulgence of the information likely would affect adversely the reputation of a person other than a Board member or render the proposed action ineffective. Each member recorded his or her vote on the motion, which passed by the unanimous vote of all members present

X. Adjournment

Meeting adjourned at 10:36 a.m