



## Board of Licensed Dietitians - Public Minutes

Dietitians Board

Friday, December 13, 2024 at 9:00 AM EST to Friday, December 13, 2024 at 11:30 AM EST

7 Eagle Square, Concord NH 03

Members Absent:

Members Present: Abby Savard – Chair (AS), Courtney Costello(CC), Karen Mountjoy – Remote(KM), Allison Bradley(AB)

Staff Present: Alex Fisher – Board Administrator, Rahkiya Medley Esq. – Board Counsel

I. Call to Order – AS called the meeting to order at 9:10AM.

-Karen Mountjoy is participating remotely due to excessive travel.

II. Approval of Public Minutes

A. October 11, 2024

**Motion:** Upon a motion by AS with a second by CC, the board voted to approve the public minutes from October 11, 2024 as written. Roll call vote passes 4-0.

III. Public Comment

-Jan Gerrer-Carney was present at the meeting and provided public comment related to CE broker and the communication from OPLC. She wanted clarification into the use of CE broker. She will be e-mailing the Board Administrator some questions that she would like to have answered. The board will invite Heather Kelley to join their next meeting in January to discuss CE broker.

IV. Public Appearances- No items

V. OPLC Board Administration Updates

A. Sarah Rogers, Division Director of Enforcement - Introduction 9:30 am

B. Dietitian Compact Summit Overview - Ashley Czechowicz 9:45 am

1. Ashley provided an update to the CSG Dietitians Licensure summit in November.

Three states have signed on and adopted the compact. They need seven states to get it implemented. There will be a criminal background requirement with this compact. The compact will be similar to the licensure requirement now.

C. Frequently Asked Questions – Discussion

- How long should I retain CEU records for?

- What types of Continuing Education courses does the Board accept?
- My license has been expired for less than two years. How do I renew?
- My license has been expired for longer than two years. How can I renew?
- How can I request a verification of licensure?
  
- Can I work as a Dietitian if my license has not been renewed?
  
- How many CEs do I need for renewal?
  
- Is NH one of the Dietitian Compact jurisdictions?

-The board would like the list of questions and the answers that are submitted to be on the next agenda. The reinstatement checklist will be edited by Courtney with the expected changes in Diet 400 and sent to the board administrator with updated procedures.

#### D. Standing order regarding Public Participation in Board Meetings

VI. **Motion:** Upon a motion by AS with a second by CC, the board voted to approve the standing order as written. Roll call vote passes 4-0.

#### VII. Old Business

#### VIII. New Business - No items

#### IX. Rules Review and Other Legislative Topics

##### A. Rules Review

##### 1. Diet 400 - Public Rules Hearing, Tina Kelley 9:15 am

- a. The hearing was conducted no public comment. Tina Kelley will bring updated proposal to the next meeting.

##### 2. Diet 100

Vote on adoption

**Motion:** Upon a motion by AS with a second by CC, the board voted to adopt Diet 100 as written. Roll call vote passes 4-0.

### 3. Diet 300

Review Initial Proposal, forms, comments, and summary of comments

**Motion:** Upon a motion by AS with a second by CC, the board voted to deputize Karen Mountjoy to review the rules before the proposal comes back to the board. Roll call vote passes 4-0.

### 4. Diet 500

Vote on adoption

**Motion:** Upon a motion by AS with a second by AB, the board voted to adopt Diet 500 as written. Roll call vote passes 4-0.

## B. Legislation Updates - Board Counsel

[New Hampshire Legislative Service Requests \(LSR's\) \(state.nh.us\)](https://www.state.nh.us/leg/legislative-service-requests)

- HB 518
- SB 369

2025-0339

HB (no number yet)

**Title:**

adopting the dietitian licensure compact and relative to background checks for licensed dietitians.

\*need vote for Board representative at hearings

**Motion:** Upon a motion by AS with a second by CC, the board voted to deputize any member of the board to represent the Board of Dietitians at the hearing related to the bill regarding licensure compact. The board would like to receive information on when the hearing will be scheduled. Roll call vote passes 4-0.

## X. CE Broker Update

A. The Board had questions about the use of CE Broker and would like Director of Operations Heather Kelley to join the next Board Meeting to answer questions related to CE broker.

## XI. 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.

**Motion:** Upon a motion by AS with a second by AB, the board voted to go into non public session at 10:54AM. Roll call vote passes 4-0.

## XII. Resume Public Session

## XIII. Seal the Minutes

"The Board votes to seal the minutes of the non-public session to maintain the privacy of the items discussed in non-public session pursuant to RSA 91-A:3, II (c), on the grounds that public disclosure may adversely affect the reputation of a person other than a Board member or render the proposed action ineffective."

**Motion:** Upon a motion by AS with a second by AB, the board voted to seal the minutes of the minutes of the non public session. Roll call vote passes 4-0.

## XIV. Adjournment

-The meeting adjourned at 11:02AM. The next meeting is scheduled for Friday January 10<sup>th</sup> at 9:00AM.