



**State of New Hampshire**  
**OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION**  
**DIVISION OF LICENSING AND BOARD ADMINISTRATION**

Board of Dietitians  
7 Eagle Square, Concord, NH 03301  
Phone: 603-271-2152

**BOARD OF LICENSED DIETITIANS**  
**April 8, 2022, Public Session**

The regularly scheduled meeting of the New Hampshire Board of Licensed Dietitians (the “Board”) was called to order on April 8, 2022, at 9:05 a.m., with the following members present: Dena Shields, RD (DS), Chair; Heather McMahon, Public Member (HM), Lisa Prospert, RD (LP), Courtney Eaton, RD (CE)

Absent:

Abby Savard, RD (AS)

Staff:

Ashley Czechowicz, (AC) Board Administrator  
Jeanne Webber, (JW) Board Administrator

**Tabled:**

1. Review draft checklist for license reinstatement –  
Upon a motion by DS seconded by LP, the Board voted unanimously via roll call vote to accept the checklist as amended to include change in formatting
2. Review draft reinstatement application  
Upon a motion by DS seconded by HM, the Board voted unanimously via roll call vote to accept the reinstatement application as amended to include the title “Reinstatement Application” and edits to the Continuing Education section of the application

**New Business:**

4. Meeting Minutes Review from March 4, 2022  
Upon motion from DS, and seconded by LP, the Board voted unanimously via roll call vote to approve the meeting minutes from March 4, 2022, as written
5. Applicants who were issued a license since the March 4, 2022, Board meeting:  
Upon a motion by DS, seconded by HP, the Board voted unanimously to ratify the following applications for licensure via roll call vote:
  - a. Mendes, Caroline
  - b. Reid, Suzanne
  - c. Richards, Allison
  - d. Schaufler, Emily
  - e. Stallman, Geoffrey
  - f. Taylor, Emily Jane

## 6. Reinstatement Applications

N/A

7. Discussion of need for new Public Member of the Board. DS will follow up with potential applicant
8. Discussion regarding the possibility of developing a Standing Order for reinstatement applications
9. The Board is requesting follow up regarding previous Declaratory Ruling related to Dietitians writing orders

### **Motion to adjourn:**

At 9:38 a.m., upon motion by DS with a second by LP, the Board voted unanimously via roll call vote to adjourn the meeting.

**Next Meeting:** June 10, 2022 at 9:00 a.m.