

## MINUTES OF THE BOARD OF DIETITIAN/NUTRITIONIST EXAMINERS

DATE: February 24<sup>th</sup>, 2017

TIME: 10:00 AM CST

LOCATION: Poplar Conference Room  
665 Mainstream Drive, 1<sup>st</sup> Floor  
Nashville, TN 37243

MEMBERS PRESENT: Jacqueline Daughtry, LDN, Chair – Presiding Officer  
Samuel Sisley, LDN  
Virginia Carney, LDN  
James Burkard, LDN

MEMBER(S) ABSENT: Patrick Parham, Citizen  
Susan Brantley, LDN, Secretary

STAFF PRESENT: Michael Sobowale, Unit Director  
Jared W. Smith, Board Manager  
Marcina Egedegbe, Board Administrative Assistant  
Jamie L Formont, Assistant General Counsel  
Nathaniel Flinchbaugh, Assistant General Counsel  
Nichelle Dorroh, Disciplinary Coordinator  
Noranda French, Division Financial Officer

### **Call to Order**

A roll call of all board members and administrative staff present was taken. With a quorum present, Jacqueline Daughtry called the meeting to order at 10:00 AM. Thereafter, Ms. Daughtry on behalf of the board welcomed Mr. Jared W. Smith.

### **Conflict of Interest**

Ms. Marcina Egedegbe presented the 2017 Conflict of Interest Policy to the board. Each board member present signed the policy.

### **Election of Officers**

Ms. Virginia Carney made the motion to nominate Ms. Jacqueline Daughtry to continue in the role of Board Chair. The motion was seconded by Mr. Samuel Sisley. The motion carried. Ms. Jacqueline Daughtry accepted to continue the role as the Board Chair.

Mr. Sisley motioned to nominate Ms. Susan Brantley to continue in the role of Board Secretary. The motion was seconded by Mr. Burkard. The motion carried. Ms. Susan Brantley is to continue the role as the Board Secretary.

### **Minutes**

Ms. Virginia Carney made a motion to accept the amended August 26, 2016 minutes. The motion was seconded by Mr. Sisley. The motion carried.

### **Office of General Counsel Report**

Jamie Formont, Assistant General Counsel, reminded members about the Conflict of Interest policy. She discussed that the purpose of the discussion is to ensure that the individual interests of board members do not conflict with or have the appearance of conflicts with their responsibilities to the Board. She presented the following report from the Office of General Counsel (OGC):

#### **A. Litigation**

The Office of General Counsel has no open cases against licensees of this Board.

#### **B. Legislation**

Ms. Formont reported that the legislature is in session and that she has attended meetings that discussed the possibility of submitting legislation that may allow health care facilities to allow Dietitian/Nutritionists to write orders for dietary purposes. However, Ms. Formont has no knowledge as to whether the legislation was submitted.

#### **C. Rules**

There are currently no rules and regulations pertaining to the Board of Dietitian/Nutritionist Examiners in process at the Office of General Counsel.

### **Investigative and Disciplinary Reports**

Ms. Nichelle Dorroh, Disciplinary Coordinator in the Office of Investigations presented the investigative and disciplinary report. Currently, there is one (1) open complaint case in the Office of Investigations. There is one (1) practitioner currently being monitored following Board disciplinary action.

## **Financial Report**

Ms. Noranda French, Division Financial Officer, presented the board's financial report. At the close of fiscal year 2016, the Board had revenue of \$96,576 with expenditures of \$60,617. Added to the fiscal year 2015 carryover, the Board currently has a cumulative carryover of \$167,799. Ms. French presented suggested fee reductions for the Board to consider at the next meeting as the Board has a cumulative carryover that is two times the three year average of operating expenditures. Mr. Burkard made the motion to move toward scenario two in Ms. French's presentation for reduction of renewal fees, pending further review and discussion of the 2016 fiscal year-end report by the Board at the next meeting in September. Mr. Sisley seconded the motion. The motion carried.

## **Applicant Interviews**

Erica Fleming, DN – Ms. Fleming is seeking initial licensure as a Dietitian/Nutrition Examiner. The Board reviewed her file due to finding of prior disciplinary action against her Georgia Dietitian License in 2005. Ms. Fleming was not present for the interview. After review and discussion, Mr. James Burkard made a motion, seconded by Mr. Sisley, to approve Ms. Fleming for a license. The motion carried.

## **Administrative Report**

Ms. Marcina Egedegbe, Board Administrator, presented the administrative report. As of February 10, 2017, there are 1764 active dietitians/nutritionists licensees.

### LICENSURE STATUS TOTALS FOR THE MONTHS OF AUGUST 20, 2016, THROUGH FEBRUARY 10, 2017

<b>Dietitians/Nutritionist</b>	
New Applications Received – 81	
Newly Licenses Issued – 81	Online Renewals – 241
Reinstatements – 7	Paper Renewals – 127
Licenses Retired – 5	Total Renewals – 368
Failed to Renew – 53	
Temporary Licenses Issued – 3	

For this reporting period, online renewals for Dietitian/Nutritionist constituted a usage rate of 65%.

## **TSAC Orders**

There is no information to report at this time.

## **Board Members**

There is no information to report at this time.

## **2017 Conferences**

- Food and Nutrition Conference and Expo – October 21-24, 2017, Chicago, IL.
- Council on Licensure, Enforcement and Regulation Annual Educational Conference – September 13-16, 2017, Denver, CO.

Ms. Carney made a motion to have Mr. Burkard attend the Food and Nutrition Conference and Expo on October 21-24, 2017 in Chicago, IL as well as a motion to have Ms. Daughtry, Ms. Brantley, Ms. Carney, and Ms. Formont to attend the Annual Educational Conference, (CLEAR), on September 13-16, 2017 in Denver, CO. Ms. Carney included in her motion that if any Board Members named cannot attend the (CLEAR) Conference that there will be staff alternatives to attend in place of those members. Motion was seconded by Mr. Sisley and the motion carried.

## **Board Travel Policy**

In response to Board members' questions regarding Board travel policy and procedures, Mr. Sobowale discussed the process of board travel and travel requests, which are to be made, at least forty-five (45) days prior to the meeting or conference.

## **Agreed Citations**

### **A. Sharon Hoyer, LDN, Respondent**

Mr. Sobowale presented the Agreed Citation on Sharon Hoyer, LDN #519 for ratification. This respondent practiced on an expired license for five months (5) months and pursuant to the Board's lapsed license policy, an Agreed Citation was issued for this violation. Ms. Hoyer agreed to pay assessed civil penalties in the amount of two hundred (200.00) dollars and the violation will be reported to health licensees' disciplinary database and also appear on the Health Department's website. Upon a motion by Ms. Carney, and seconded by Mr. Burkard, the Board voted to ratify the Agreed Citation as presented. The motion carried.

### **B. Greer Gowen, LDN, Respondent**

Mr. Sobowale presented the Agreed Citation on Greer Gowen, LDN #2459 for ratification. This respondent practiced on an expired license for three months (3) months and pursuant to the Board's lapsed license policy, an Agreed Citation was issued for this violation. Ms. Gowen agreed to pay assessed civil penalties in the amount of one hundred (\$100.00) dollars and the violation will be reported to health licensees' disciplinary database and also appear on the Health

Department's website. Upon a motion by Mr. Sisley, and seconded by Ms. Carney, the Board voted to ratify the Agreed Citation. The motion carried.

### **Ratifications**

Ms. Virginia Carney made a motion, seconded by Mr. James Burkard, to approve the list of newly licensed, reinstatements and closed files:

#### **NEW LICENSES -DIETITIANS/NUTRITIONISTS – 76**

ANDERSON, JESSICA	DELEON, OLIVIA	IVY, JESSICA	SCHULTE, MORGAN
APPELO, SHANTI	DENNEHY, EMILY	JOHNSON, WIMBERLY	SOSSAMAN, ALLAIN
ARMSTRONG, AARON	DENNING, ELLEN	JONES, SAMANTHA	SOWERS, JENNIFER
BANKS, ASHLEY	DIXON, ERIN	KIRKLAND, ALONA	TURNER, SHERI
BARNES, HALEY	DOSSEY, KATIE	KUCHERICH, JULIA	TUSKAN, RACHEL
BAXLEY, JAMIE	DUKES, ALEXA	KUDRNA, MICHELLE	VILLEGAS-CARILLO,
BEAL, CLAIRE	ENO, BREANNA	LAMBERT, ASHLEY	MIGUEL
BLAKE, SHANA	EVANS, LINDSAY	LUCHINI, FRANKIE	WALDO, ELIZABETH
BOONE, KIMBERLY	FENZEL, AMY	MASSMAN, KATIE	WELKER, AMANDA
BROWN, CAGNEY	GASTON, CHARLI	MERKEL, JILL	WEST, EMILY
BROWN, LACY	GHANI, AYESHA	MONDELLI, VIRGINIA	WHIMPEY, ALLISON
CAMPBELL, LAURA	GREENBERG,	MUELLER, SARAH	WHITAKER, HANNAH
CARPENTER, EMILY	KAITLYNN	NEAL, ROBIN	WOO, ALEXANDRIA
CASTEEL, JOANNA	HINES, KARLEY	OLYMPIA, CATHERINE	WOOD, CHRISTIN
CLARK, ANNA	HOBAR, ASHLEY	PATE, STEPHANIE	WOODALL, MARISSA
CLAY, KRISTEN	HORN, OLIVIA	PATE-BENNETT, MARY	WOOLIVER, OLIVIA
COMBS, KATHERINE	HORVATH, STEPHANIE	PATTERSON, LAUREN	WORLEY, JAMISON
CORNWELL, EMILY	HOUSER, KAYLA	PIERSMA, TENILE	WYLIE, MICHELLE
DAVIS, LINDSAY	HUNTINGTON, ELAINE	REED, SELENA	
DEBOARD, JORDAN	INTEMANN, KARI	RODGERS, MEGAN	

#### **REINSTATEMENTS -DIETITIANS/NUTRITIONISTS – 5**

DICKERSON, GLYNA	HOYER, SHARON	WHIPKER, KELLY
GOWEN, GREER	ROBINSON, CHRISTINA	

#### **CLOSED FILES – DIETITIANS/NUTRITIONISTS – 0**

### **Correspondence/ Other Discussion**

There was no correspondence or legislation for discussion.

### **Ratification of 2018 Board Meeting Dates**

Ms. Carney made a motion, seconded by Mr. Sisley, to ratify Friday, February 23, 2018 and Friday, August 31, 2018 as the approved scheduled 2018 Board meeting dates. The motion carried.

**Adjournment**

With no further business to discuss, the meeting adjourned at 11:20 am.

**These minutes were ratified by the Board on September 29, 2017.**