

North Dakota Board of Dietetic Practice Meeting Minutes
Teleconference
11.18.15

Mission: To protect the public and ensure compliance with the ND Century Code Chapter 43-44.

Board Members Present: Linda Schloer, Rita Ussatis, Kathy Larson, Vanessa Hoines, and Brooke Fredrickson. Also present were Pat Anderson, NDBODP Executive Secretary.

Call to Order

Chair, Brooke Fredrickson called the meeting to order at 2:33 p.m.

I. Procedure for Guests

There were no guests.

II. Approval Meeting Minutes from September 16, 2015

Rita Ussatis moved to approve the minutes as written for the September 16, 2015 meeting; Kathy Larson seconded the motion; the motion passed.

III. Unfinished Business

a. Year-End Financial Statements

Pat Anderson had emailed to Board members the balance statement as of Sept. 30, 2015 and the income statement for Oct. 1, 2014 – Sept. 30, 2015. The net profit for FY 2015 was \$527.14.

b. Financial Audit

The bids for the biannual financial audit came in. Overmoe and Nelson will be hired to do the financial audit. **Action: Pat Anderson has made arrangements to deliver our financial records to their Grand Forks office location on November 27.**

IV. New Business

a. Proposed Policies for Approving of Applications for Licensure

Pat Anderson drafted policies for approval of applications for a limited dietitian, LRD, and nutritionist. She recommended that we table any action on the policies until we update our application for licensure as some modifications may be necessary.

b. Applications from Other States

Pat Anderson reviewed applications from Montana, Minnesota and Wisconsin and provided a copy of the Wisconsin application for consideration of additional questions to add to our application. Some areas we need to investigate include: 1) are there any ND State Statutes that would prohibit the Board from licensing an individual if delinquent for paying State taxes or Child Support; 2) do we need more comprehensive review if an individual is licensed in another state; and 3) do the questions regarding misdemeanor or felony need to also

include whether there are any pending charges against an individual. It was also discussed that our legal counsel would need to approve our changes. **Action: Pat will review other applications for licensure in our state (nursing, pharmacy, and dentists) and draft changes to the application. The draft will be emailed to Brooke and Linda for review and further input.** Once we have a proposed draft it can then be reviewed by our Assistant State's Attorney, Edward Erickson.

c. Licensure Laws from Other States

Brooke Fredrickson provided copies of licensure laws from West Virginia, Alabama and Delaware. It was discussed that our law needs to have more specific definitions, a defined scope of practice, the qualifications reviewed, and the fees changed to allow some adaptability (i.e. fees will be established by the Board and will not exceed more than a X amount of dollars). **Action: Pat Anderson will contact Georgianna Walker to find out what terminology should be used for accredited colleges or universities; Rita Ussatis will research to determine if the American Institute of Nutrition, the American Board of Nutrition, and the American Society of Clinical Nutrition are still named as such; and Brooke Fredrickson will work on a draft of updating our current law with specific definitions and scope of practice. Brooke will also contact the Delaware State Board to determine the history in their state as far as nutritionist issues.**

V. Next Meeting

The next meeting will be January 20 at 2:30 p.m. via teleconference.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Pat Anderson".

Pat Anderson, NDBODP Executive Secretary