

**North Dakota Board of Dietetic Practice Meeting Minutes**  
**Teleconference**  
**1.20.16**  
**2:30 PM CST**

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

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Board Members Present: Linda Schloer, Rita Ussatis, Vanessa Hoinés (joined at 3:30), and Brooke Fredrickson. Also present were Pat Anderson, NDBODP Executive Secretary and Anne Bodensteiner, President of the NDAND

**I. Call to Order**

Chair, Brooke Fredrickson called the meeting to order at 2:32 p.m.

**II. Procedure for Guests**

Anne Bodensteiner was present as a guest. The procedure for guests was discussed.

**III. Approval Meeting Minutes from November 18, 2015**

Rita Ussatis moved to approve the minutes as written for the November 18, 2015 meeting; Linda Schloer seconded the motion; the motion passed.

**IV. Correspondence**

The January 12, 2016 letter from the Alliance for Natural Health was read. Action: Pat Anderson will forward the letter to Edward Erickson and ask him to send a letter in response and to explain the law.

**V. Unfinished Business**

**a. Financial Audit**

An electronic copy of the financial audit for FY 2014 and FY 2015 was emailed to Board members. No action is required.

**b. Policy/Procedure Review**

1. The continuing education guidelines for LNs on the website needs revision. Action: Rita and Pat will work on this and bring to the next meeting. Discussed that we need a policy for reviewing the continuing education for LNs at the end of their five year cycle.
2. Proposed revisions were discussed for the application for licensure. The following questions/changes were recommended to make to the application:
  - Has any licensing or other credentialing agency ever taken any disciplinary action against you, including but not limited to, any warning, reprimand, suspension, probation, limitation, or revocation?
  - Is disciplinary action pending against you in any jurisdiction?

- Have you been denied registration or licensing by any other jurisdiction?
- Have you ever surrendered, resigned, canceled, or been denied a professional license, or other credential, in ND or any other jurisdiction?
- Have you ever been convicted of a felony or misdemeanor, or do you have any felony or misdemeanor charges pending against you?
- If you answered yes to any of the above 5 questions, attach a separate sheet and provide details.
- Have you ever been credentialed under any other names? If yes, list other names

Section B. 3 on the application needs to be changes as the American Institute of Nutrition is no longer available and the American Board of Nutrition is now the American Board of Clinical Nutrition and the American Society of Clinical Nutrition is now the American Society of Nutrition.

Action: Pat Anderson will ask Edward if we can change on the licensure application the names of the organizations as well as the recommended questions brought forth today for all applications. Information will be brought back to the next meeting.

**c. Review of the Practice Act**

Brooke Fredrickson provided proposed changes for consideration to the practice act. It was recommended to incorporate the nutrition organizations and the name changes. Action: Anne Bodensteiner will check on a model practice act and Brooke will look at this as she works on proposed changes.

The next meeting will be determined; Brooke will provide a list of possible dates.

The meeting was adjourned at 3:40 p.m.

**Respectfully Submitted,**



**Pat Anderson, NDBODP Executive Secretary**