

**Minutes of the Meeting of the
Louisiana Board of Examiners in Dietetics and Nutrition**

January 19, 2024

Attending:

**Martina Musmeci Salles, MPH, RDN, LDN, FAND, Chairperson
Monica Pierson-McDaniels, MS, RDN, LDN, Vice Chairperson
Marie Simpson, BSN, RN, CDE, Secretary/Treasurer
Jennifer Duhon, MS, RDN, LDN, Board Liaison
Anita Ferdinand, MS, RD, LDN, Board Member
Dr. Sablaa Ali, Medical Advisor**

Absent:

**Dr. Jack DiGangi, RD, LDN, Board Member
Vacant, Consumer Member**

Martina Musmeci Salles, Board Chairperson, called the meeting to order and read the board's mission statement at 10:03 a.m. via in person meeting. Jolie Jones, Executive Director, and Luke Piontek, Legal Counsel, were present for the entire meeting. Members of the public were allowed to join via electronic means. Marie Simpson joined the meeting at 10:18 a.m. Jennifer Duhon left the meeting at 2:00 p.m.

PUBLIC COMMENTS:

No one provided public comment during this portion of the meeting.

AGENDA:

Motion was made by Anita Ferdinand, seconded by Monica Pierson-McDaniels and unanimously carried, to approve the agenda as amended to remove 2.f. Complaint #2024-05 from Executive Session, as it was not yet ready for board review, and add 6. Board Member Requirements under Administrative Review.

MINUTES:

1. Meeting of November 17, 2023

Motion was made by Jennifer Duhon, seconded by Dr. Sablaa Ali and unanimously carried, to approve the minutes of the November 17, 2023 meeting, as presented.

ADMINISTRATIVE REVIEW:

1. Board Operations

The Board reviewed data by Fiscal Quarter for 2024.
The totals for FY 2024, Quarter 2, are as follows:

LDN Applications Received	34
Provisional LDN Apps Received	5
Reinstatement Requests	5
Upgrade Requests	4
LDN Applications Approved	26
Provisional LDN Apps Approved	3
Reinstatement Requests Approved	5
Upgrades Approved	6
Renewals	N/A
Inactive Renewals	N/A
Delinquent Renewals	1
Delinquent Inactive Renewals	0
Verifications Requested	30
Abandoned Applications	3
Complaints Received	2
Requests to return to Active	0

The totals for FY 2024, Quarter 3 (as of 1/11/2024), are as follows:

LDN Applications Received	13
Provisional LDN Apps Received	1
Reinstatement Requests	0
Upgrade Requests	0
LDN Applications Approved	3
Provisional LDN Apps Approved	0
Reinstatement Requests Approved	0
Upgrades Approved	0
Renewals	N/A
Inactive Renewals	N/A
Delinquent Renewals	N/A
Delinquent Inactive Renewals	N/A
Verifications Requested	6
Abandoned Applications	0
Complaints Received	1
Requests to return to Active	0

2. Practitioner Health Program Reports, Quarters 3 and 4

The Practitioner Health Program Reports for Quarters 3 and 4 were reviewed by Board members.

3. Executive Director Update

Jolie Jones discussed with the Board that she implemented AccessiBe into the Board’s website, renewed our contract with Kathie Pohlman for the Professionals Health Program, and reminded Board members about their annual training due January 31, 2024.

4. Review Louisiana Licensure and Certification Designation flyer

Board members made revisions to the Louisiana Licensure and Certification Designation flyer and will publish the new flyer on the website and in the Board's next Newsletter.

10:30 PRESENTATION BY COUNCIL ON STATE GOVERNMENTS (CSG) RE: LICENSURE COMPACT

The Council on State Governments (CSG) requested to provide additional information to the Board regarding the interstate licensure compact for dietitians. Kaitlyn Bison and Matthew Shafer of CSG presented the information to the Board, with Erin McKinley, LAND President, Amy Brooke, LAND Executive Director, and Scott Kirkpatrick, LAND Lobbyist, participating via Zoom.

A compact is legislatively enacted, with the scope of practice being untouched, and it preserves state authority over professional licensing. There are five states without licensure that cannot join the compact: Arizona, California, Colorado, Michigan and Virginia.

The compact legislation has been introduced in three states so far: Ohio, Nebraska, and Mississippi.

The compact requires a criminal background check for privilege to practice holders, which fee will be borne by the applicant, in addition to a fee to the commission and a privilege to practice fee for each state they wish to practice in. The privilege to practice fee is usually less than a license fee but is set by the commission. Compact costs are usually borne by the professional associations, but the Academy has not pledged support as of yet. Amy Brooke from LAND indicated that any monies for the compact would be put up by the state affiliates.

Upon completion of the presentation, Erin McKinley, LAND President, provided some comments to the Board. LAND members left the open meeting. Board members discussed that they are not against the compact, but they do have concerns, with the first being, financial. The Board is unable to get a clear answer as to what the costs to the Board will be, and if monies will be allocated from the professional association. There will be costs to the Board for the shared data system and for the transition of data to that system. Additionally, each member state board will be required to pay a fee to the commission, which cost is undetermined at this time.

The Board would like to do additional research to determine want/need from Louisiana licensees, with a survey to gauge the interest in participation of a licensing compact. The Board will send a survey to all Louisiana licensees to inquire if they are currently licensed in other states, what states, and how many states. Additionally, the survey will ask them to gauge their interest in participating in a licensure compact, and lastly if they are willing to pay

additional fees to have the compact privilege. Additionally, the Board discussed possibly requesting a list of all RDs/RDNs from CDR to gather additional information.

Board staff will also research scope of practice and types of licenses granted in other states.

Board members reviewed a report that the Board has 1,668 licensees, with 1,306 being in Louisiana, 3 out of country, and 359 out of state.

ADMINISTRATIVE REVIEW CONTINUED:

5. AND Revised Scope and Standards of Practice

Board members were informed that AND has revised the Scope of Standards of Practice for RDs/RDNs.

6. Board Member Requirements

Martina Musmeci Salles, Board Chairperson, reminded board members of their professional responsibilities to attend and participate in meetings, check emails, complete required annual trainings and forms, and review applications.

Motion was made by Monica Pierson-McDaniels, seconded by Marie Simpson and unanimously carried, to consider Dr. Jack DiGangi's absence unexcused.

COMPLIANCE HEARINGS:

11:00 P.M. ERICA GIDMAN (In person)

Ms. Erica Gidman requested and appeared, along with Ms. Mary Jumonville, LDN, for a compliance hearing to appeal the Board's denial to grant Ms. Gidman's Licensed dietitian/nutritionist license. The Board denied Ms. Gidman's application for licensure based on information provided on the application, which was submitted on December 1, 2023, wherein she indicated that she worked as a "Healthcare Specialist" in Louisiana since March 1, 2015, where she "plans and develops cyclical healthcare menus". Additionally, the formal job description uploaded with the Application was for a "Corporate Dietitian" and stated that Ms. Gidman was "responsible for consulting with and explaining nutritional issues to clients, assess the dietary and healthcare product needs of clients, develop meal plans for clients with DFS's product line, gauge the effects of these meal plans..."; "consult with health care directors about the particular needs of their patients, analyze food content and healthcare product needs, develop specialized diets, ensure that proper safety regulations are being addressed at the distribution level"; and "plan and conduct training programs in dietetics, nutrition, and institutional management and administration for sales team, existing clients, and

potential clients.” The above information led the Board to believe that Ms. Gidman may have practiced without a license since March 1, 2015.

Motion was made by Monica Pierson-McDaniels, seconded by Marie Simpson and unanimously carried, to grant Ms. Erica Gidman a Licensed dietitian/nutritionist license, based on her testimony and supporting documentation provided that she did not practice in Louisiana without a license.

FINANCIAL:

1. Financial Statements for the months ended September 30, 2023 – October 31, 2023

Members of the board reviewed the financial statements prepared by Griffin and Furman, through the months ended October 31, 2023. Monthly budget to actual comparisons are attached.

2. Budget FY 2024-2025

Motion was made by Monica Pierson-McDaniels, seconded by Dr. Sablaa Ali and unanimously carried, to approve the Budget as presented for FY 2024-2025.

LBEDN 2024-2025		Approved Budget 7/1/2024-6/30/2025
Revenues		
License Fees		
601	License Appl Fees - LDNs	\$ 31,500.00
601	License Appl Fees - PL-LDNs	\$ 3,500.00
610	License Fees - Upgrade	\$ 1,300.00
Renewal Fees		
602	Renewal Fees	\$ 105,500.00
602	Renewal Fees - Inactive	\$ 3,500.00
608	Renewal Fees - Delinquent	\$ 15,000.00
611 & 606	Interest (Checking & CD)	\$ 250.00
607	Mailing Lists	\$ 150.00
609	Open Book Exams	\$ 600.00
603	Restitution	\$ 3,000.00
605	Verifications	\$ 10,000.00
Total		\$ 174,300.00
Total Revenues		\$ 174,300.00

	Salaries	
702	Executive Director (20%)	\$ 19,500.00
702	Executive Assistant (80%)	\$ 39,500.00
	Total	\$ 59,000.00
	Related Employee Benefits	
703	Retirement (40.4% ER portion for 20% ED + 80% Exec Asst)	\$ 25,000.00
706	Health Insurance (20% Exec Director + 80% Exec Asst)	\$ 11,000.00
769	OPEB	\$ 15,000.00
708	Compensated Absences	\$ 2,800.00
705	Medicare	\$ 850.00
	Total	\$ 54,650.00
	Total Salaries & Benefits	\$ 113,650.00
	Expenses/Travel	
721	Administrative (in-state mileage)	\$ 100.00
722	Administrative (in-state other)	\$ 50.00
723	Board (in-state mileage)	\$ 3,000.00
724	Board (in-state other)	\$ 300.00
728	Board (out-state other)	\$ 200.00
729	Conferences/CE/Board Training	\$ 2,000.00
	Total	\$ 5,650.00
	Meeting Expenses	
740	Hotel, Food, etc.	\$ 2,000.00
	Total Travel & Meeting Expenses	\$ 7,650.00
	Expenses/Operating	
864	Bank Charge Fees	\$ 4,500.00
884	Equipment Rental (copier/storage)	\$ 900.00
853	Insurance - Liability	\$ 800.00
863	Miscellaneous (plaques, etc)	\$ 500.00

888	Office Supplies	\$	1,200.00
902	Payroll Services	\$	1,400.00
859	Postage & Delivery	\$	100.00
852	Printing	\$	100.00
858	Professional Membership/Dues	\$	200.00
855	Rent	\$	6,750.00
906	Rules Revisions + Licensee Notification	\$	1,600.00
862	Security	\$	150.00
860	Telephone/Internet	\$	800.00
861	Utilities	\$	400.00
	Total	\$	19,400.00
	Total Operating Expenses	\$	19,400.00
	Professional Services		
901	Accounting	\$	4,000.00
904	Auditor/AFR Prep	\$	500.00
907	Computer - IT Consultants	\$	3,600.00
903	Legal Counsel	\$	12,000.00
913	Scanning	\$	500.00
	Total	\$	20,600.00
	Total Professional Services	\$	20,600.00
	Acquisitions/Equipment		
952	Computer Software/Database	\$	10,000.00
953	Computer Software/DB upgrades	\$	4,000.00
951	Office Equipment	\$	300.00
	Total	\$	14,300.00
	Total Acquisitions/Equipment	\$	14,300.00
	Total Expenditures	\$	175,600.00
	Total Revenue over Expenditures	\$	(1,300.00)

	Other Assets (Cash in Checking & CD)	\$ 240,000.00
	Total Unfunded Liability (OPEB)	\$ 15,000.00
	Total Available Funds over Expenditures	\$ 253,700.00

EXECUTIVE SESSION:

Motion was made by Jennifer Duhon, seconded by Dr. Sablaa Ali and unanimously carried, to move into Executive Session at 1:14 p.m. for the following reasons:

to discuss the character, professional competence, or physical or mental health of a person, provided that such person is notified in writing at least twenty-four hours before the meeting,

for investigative proceedings regarding allegations of misconduct or any other matter now provided for or as may be provided for by the legislature.

Motion was made by Monica Pierson-McDaniels, seconded by Marie Simpson and unanimously carried, to come out of Executive Session at 2:03 p.m. to make the following motions:

1. Review of New Complaints

a. Complaint #2024-06

Motion was made by Monice Pierson-McDaniels, seconded by Dr. Sablaa Ali and unanimously carried, to send a letter regarding the law and the rules, and to send a letter to McNeese State University.

2. Review of Pending Complaints

a. Complaint #2022-06

Motion was made by Dr. Sablaa Ali, seconded by Monica Pierson-McDaniels and unanimously carried, to dismiss Complaint #2022-06.

b. Complaint #2023-04

Motion was made by Anita Ferdinand, seconded by Dr. Sablaa Ali and unanimously carried, to dismiss Complaint #2023-04.

c. Complaint #2024-04

Motion was made by Monica Pierson-McDaniels, seconded by Dr. Sablaa Ali and unanimously carried, to set Complaint #2024-04 for disciplinary

hearing on May 1, 2024 at 8:00 a.m. Monica Pierson-McDaniels will serve as the hearing officer.

d. Complaint #2023-07

Motion was made by Marie Simpson, seconded by Monica Pierson-McDaniels and unanimously carried, to dismiss Complaint #2023-07.

e. Complaint #2024-03

Motion was made by Anita Ferdinand, seconded by Marie Simpson and unanimously carried to release Respondent from Complaint #2024-03 for successful completion of the terms of the Consent Agreement and Order.

3. Review of Applications

Motion was made by Dr. Sablaa Ali, seconded by Monica Pierson-McDaniels and unanimously carried, to accept and approve the applications for the **LDN License** for the following:

Chambers, Sara	3701	Everett, Catherine	3702
Batura, Sheena	3703	Crouch, Alyssa	3704
Snyder, Rebecca	3705	Fink, Lisa	3707
Moore-Romanoff, Monica	3708	Thomas, Teonna	3708
Clark, Anne	3710	Kreilich, Mary Elise	3711
Tiegen, Vivian	3712	Gidman, Erica	3713

Motion was made by Anita Ferdinand, seconded by Dr. Sablaa Ali and unanimously carried, to accept and approve the applications for the **Provisional LDN License** for the following:

Gonzales, Marie	3706
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Motion was made by Monica Pierson-McDaniels, seconded by Marie Simpson and unanimously carried, to **upgrade** the following licenses:

Abadie, Madeline	3638	Campos, Laura	3514
Byrd, Airin	3435	Irvan, Leila	3668

Motion was made by Dr. Sablaa Ali, seconded by Monica Pierson-McDaniels and unanimously carried, to **reinstate** the following licenses:

Tupa, Jessica	3128	Caldwell, Kaley	3351
Eastman, Rachel	2485		

4. Board Staff Performance Reviews

Motion to grant Tracy Jeanmarie a 4% raise based on exemplary performance review.

Motion was made by Monica Pierson-McDaniels, seconded by Marie Simpson and unanimously carried, to grant Jolie Jones a raise as agreed upon by the Louisiana Board of Examiners for Speech-Language Pathology and Audiology.

Motion was made by Marie Simpson, seconded by Dr. Sablaa Ali and unanimously carried, to adjourn the meeting at 2:35 p.m.



Martina Musmeci Salles, MPH, RDN, LDN, FAND
Chairperson



Marie Simpson, BSN, RN, CDCES
Secretary/Treasurer