

**OHIO BOARD OF DIETETICS
MINUTES OF THE BOARD MEETING
March 8, 2013
East B, 31st Floor, Vern Riffe Center
Columbus, Ohio 10:00 A.M.**

AGENDA ITEM #1 – CALL TO ORDER

BOARD MEMBERS PRESENT: Leah Reibel, Susan Finn, Christopher Taylor, John Ridgway and Marsha Dumm

OTHERS PRESENT: Pat McKnight, Ohio Academy of Nutrition and Dietetics liaison; Donald Davis, Compliance Specialist; Karen Dion, OBD Executive Secretary; and Cheryl Hawkinson, Assistant Attorney General.

Chairman Reibel called the meeting to order at 10:00 a.m., noting that a quorum was in attendance. Ms. Reibel welcomed the group.

AGENDA ITEM #2 – PUBLIC RULES HEARING ON PROPOSED ADMINISTRATIVE RULES

The Board moved into recess for the administrative rules hearing.

A public hearing was held at 10:00 a.m. (and ended at 10:07 a.m.) to receive comments and testimony concerning the board's intention to consider adoption of nine amended administrative rules in order to comply with Ohio Revised Code 119.032.

A summary of the proposed amendments considered follows:

4759-2-01	<u>Definitions</u>	(H) changing association name from The American Dietetic Association to The Academy of Nutrition and Dietetics
4759-3-04	<u>Cooperation and communication with professional organizations</u>	changing The Ohio Dietetic Association to The Ohio Academy of Nutrition and Dietetics

There were no comments received at the Board office regarding the proposed changes.

Pending no opposition to the rule changes, it is anticipated that they will be placed on the agenda of the Joint Committee on Agency Rule Review as required.

A full transcript of the hearing was taken and is available through the Ohio Board of Dietetics.

AGENDA ITEM #3 – APPROVAL OF MINUTES OF THE JANUARY 18, 2013 MEETING

The minutes of the January 18, 2013 regular Board meeting were presented to the Board by the Executive Secretary and they were reviewed and approved as submitted. The following motion resulted:

RESOLUTION #1

Susan Finn moved and John Ridgway seconded a motion to approve the minutes of the January 18, 2013 regular Board meeting as submitted by the Executive Secretary.

The motion was approved with vote as follows:

Leah Reibel	yes	John Ridgway	yes
Susan Finn	yes	Marsha Dumm	yes
Christopher Taylor	yes		

AGENDA ITEM #3 (a) - APPROVAL OF MINUTES OF THE JANUARY 18, 2013 PUBLIC HEARING MINUTES

The minutes of the January 18, 2013 public hearing were presented to the Board by the Executive Secretary and they were reviewed and approved as submitted. The following motion resulted:

RESOLUTION #2

Marsha Dumm moved and John Ridgway seconded a motion to approve the minutes of the January 18, 2013 public hearing as submitted by the Executive Secretary.

The motion was approved with vote as follows:

Leah Reibel	yes	John Ridgway	yes
Susan Finn	yes	Marsha Dumm	yes
Christopher Taylor	yes		

AGENDA ITEM #4– APPROVAL OF LICENSES

Ms. Dion presented the names of 3 individuals to the Board who were issued a Limited Permit license between January 18, 2013 and March 1, 2013 during Fiscal Year 2013. The Limited Permits expire on April 30, 2013. The following motion was made:

RESOLUTION #3

Christopher Taylor moved and Susan Finn seconded a motion to place upon the minutes of the March 8, 2013 meeting the names of 3 individuals who were issued a Limited Permit during Fiscal Year 2013 since the January 18, 2013 meeting of the Board. The names appear on the list presented to the Board by the Executive Secretary. (See attached list labeled Resolution #3)

The motion was approved with vote as follows:

Leah Reibel	yes	John Ridgway	yes
Susan Finn	yes	Marsha Dumm	yes
Christopher Taylor	yes		

Ms. Dion presented the names of 23 individuals who were issued a license for the period between January 18, 2013 and March 1, 2013 for Fiscal Year 2013. The list included 20 initial licenses, 2 reactivations and 1 reinstatement. The following motion was made:

RESOLUTION #4

Christopher Taylor moved and Susan Finn seconded a motion to place upon the minutes of the March 8, 2013 meeting the names of 23 individuals who were issued a license for Fiscal Year 2013 between January 18, 2013 and March 1, 2013. There were 20 initial license, 2 reactivations and 1 reinstatement. The names appear on the list presented to the Board by the Executive Secretary. (See attached list labeled Resolution #4)

The motion was approved with vote as follows:

Leah Reibel	yes	John Ridgway	yes
Susan Finn	yes	Marsha Dumm	yes
Christopher Taylor	yes		

AGENDA ITEM # 5 – ENFORCEMENT REPORT- DON DAVIS

Mr. Davis presented the Enforcement Report with statistics for the period of January 19, 2013 through March 8, 2013. The enforcement statistics indicate that the period started with 8 open cases, 8 were closed at the January 18, 2013 Board meeting. Two cases were opened resulting in a pending caseload of 2 cases.

A summary of completed and pending cases was provided.

A copy of the Enforcement Report is attached to the minutes of this meeting.

AGENDA ITEM #6 – LICENSE RENEWAL

Ms. Dion discussed the upcoming license renewal process. For the online renewal application, licensees need their individual user ID and password. The renewal instructions and individual user ID and passwords will be emailed and included as an attachment. To save printing and mailing costs, hard copies will not be mailed unless individually requested. The user ID and passwords will not be disclosed via the telephone.

AGENDA ITEM # 7 – JURISPRUDENCE FY13 AND TRAVEL REQUESTS

Ms. Dion discussed the numerous requests for the Board to conduct jurisprudence presentations at various meetings and organizations throughout the state. Ms. Dion sought the boards input on the cost efficiency to fulfill multiple requests to go to similar parts of the state, on different dates. The Board has made efforts to combine days of presentations to minimize travel costs. It was determined that we will uphold our current commitments to present, but will refer future requests to the Boards website, where the jurisprudence module will be posted. Recently the Board did a Skype presentation for a class at the University of Akron. This was new territory in using alternate methods of presenting. The professor and students gave positive feedback and the Board will likely use Skype in the future.

It was determined that for licensure presentations to students, that we request that the professors submit the date request by July of each year. When it is not feasible to coordinate presentations in similar proximity, the option of Skype will be available as well.

For jurisprudence requirements in FY15, the Board will plan to present at regional meetings in Ohio. The Board will seek a host for each region and the presentation, time and date will be marketed accordingly. This will serve to reach more licensees with less travel.

AGENDA ITEM # 8 – EXECUTIVE SESSION – ENFORCEMENT

The Board moved into Executive Session at 10:45 a.m. with the following motion:

RESOLUTION #5

Marsha Dumm moved and Susan Finn seconded a motion for the Board to move into Executive Session pursuant to Revised Code Section 121.22(G) purposes of deliberation on matters pertaining to enforcement.

The motion was approved with roll call vote as follows:

Leah Reibel	yes	John Ridgway	yes
Susan Finn	yes	Marsha Dumm	yes
Christopher Taylor	yes		

The Board came out of Executive Session at 10:55 a.m.

AGENDA ITEM #9 – FINDINGS, ORDERS, AND ACTIONS

Following Executive Session the following findings, orders and actions were made:

RESOLUTION #6

Christopher Taylor moved and John Ridgway seconded a motion to close the following cases for the reasons cited:

13OBD76 Unfounded

The motion was approved with vote as follows:

Leah Reibel	yes	John Ridgway	yes
Susan Finn	recused	Marsha Dumm	yes
Christopher Taylor	yes		

STATUS OF BOARD ACTIONS

There were no board actions to report.

AGENDA ITEM # 10– FINANCIAL REPORT

The financial report was presented by Ms. Dion for the month of January 2013 including Allotments, Expenditures and Revenues to date. She reported that the available budget is \$115,079.81 after encumbrances.

Routine expenditures occurred during the period including \$25,253.63 in January 2013. Revenues of \$2017.86 for January 2013 were reported in OAKS. Total revenue for FY 2013 is \$97,395.46.

A copy of the financial report is attached to the minutes of the meeting. The following motion was made:

RESOLUTION # 7

Susan Finn moved and Christopher Taylor seconded a motion to approve expenditures as presented for January 2013 and to accept the Financial Report as submitted to the Board by the Executive Secretary.

The motion was approved with vote as follows:

Leah Reibel	yes	John Ridgway	yes
Susan Finn	yes	Marsha Dumm	yes
Christopher Taylor	yes		

AGENDA ITEM #11 = VOIP STATE-WIDE TELEPHONE SYSTEM

Ms. Dion discussed the new phone system which will be implemented state-wide, via Cincinnati Bell. This Voice-Over-Internet Protocol (VoIP) system will be hosted by Cincinnati Bell Technology Solutions. The phones will be Cisco models.

This new phone system provides additional functionality that will increase worker efficiency. In addition, this new system will provide budget predictability and significant savings, including the following:

- Free calling inside Ohio
- Long-distance calls outside of Ohio will be 1.2 cents a minute
- Volume buying power
- Video conferencing, reducing travel expenses

The Boards and Commissions are in the process of determining which phones meet their needs and whether it is more cost-effective to buy the phones or lease. After brief discussion, the Board agreed that the least expensive phone would meet our needs, and that it would be more cost-effective to lease the phones.

AGENDA ITEM #12 – XEROX MACHINE INFORMATION

Ms. Dion briefed the Board on the current copy machine status. Konica Minolta will cease servicing this machine in July, at the end of our contract. Since our small board averages about 3,800 copies per month, our bill is about \$125.00 per quarter, which includes maintenance. The State has a cost-per-copy program and is required to be used as machines and contracts expire. The cost-per-copy program will triple the costs for the Board, at approximately \$134.00 per month, for up to 5,000 copies. The office scans documents whenever possible, rather than copying and mailing. Scanning remains included in the cost and is not counted as a “copy”. It would cost the board more to commit to a 2,000 copy per month plan and pay for each additional copy, rather than the 5,000 copy per month plan.

The board stated that since our current copier is malfunctioning, it would be a sound decision to move into the cost per copy program with Konica Minolta which will negate the terms of the current contract and we would not be charged for the remaining current contract.

AGENDA ITEM # 13– BOARD REPORTS

Chair Reibel had no updates at this time.

ODA LIAISON – Pat McKnight

Ms. McKnight informed the Board that the annual Legislation and Public Policy Advocacy Day for dietitians will be held on April 17, 2013. This day includes lunch with the legislators. Various Boards and Commissions executive directors are invited for lunch, to share what they do in their agency. Ms. McKnight stated that a gift is always given to the legislators and this year it will be a mug.

Ms. McKnight reported other upcoming events such as The Ohio Academy of Nutrition and Dietetics will be held May 16-17, 2013 in Columbus; and the Legislative Day for students is scheduled for October 8, 2013.

Ms. McKnight reported that she was asked to be on the Academy licensure monthly conference call this month, to discuss her role as the liaison. Many states did not add the liaison role into their statute and are realizing the importance of this role.

Ms. McKnight briefed the board on the Medicaid rule. The rule includes Medical Nutrition Therapy billing codes, however members are still struggling with the billing process and communications with Ohio Department of Job and Family Services. Limits on the rule, such as how often to bill for services need to be clarified for using the codes correctly. On the Ohio Academy of Nutrition and Dietetics website, there is a quick link for all of the Medicaid codes. The dietitian cannot bill directly, but the Academy is trying to get independent provider status, and hope to have it by years end. If the Centers for Medicare and Medicaid (CMS) proposed rule passes, the Managed Care Organizations (MCO) will have to include RDs.

Ms. McKnight also addressed the Insurance Exchange topic. The plan does not state “nutrition counseling” but it does say “preventative”.

Ms. McKnight addressed the need to select candidates to replace Marsha Dumm’s position as dietitian member. Ms. Dumm’s term expires on June 30, 2013. A list from previous inquiries already exists, so Ms. McKnight will email those individuals to find out if they are interested in the upcoming board position.

DIRECTORS REPORT – Karen Dion

Ms. Dion informed the Board that Irondata, Inc. was selected through the bid process for the new elicence system. The Board will participate in a 4 day “Business Process Discovery Session” (board specific) from May 14 to May 17 with Irondata representatives.

Ms. Dion reminded the group that Financial Disclosure Statements (FDS) must be filed with the Ohio Ethics Commission no later than May 15. Members are asked to provide either an original, a copy or email verification that the FDS was completed.

Ms. Dion discussed the Ohio Department of Health (ODA) program on human trafficking which board members received from Ms. Dion via an email link. The board's jurisprudence module was communicated to licensees prior to the release of the ODA human trafficking program link. The human trafficking link and information will be posted on the Boards website. It is 30 minutes in length.

Ms. Dion reported that the board's status for the MBE/EDGE Scorecard for Fiscal Year 2013 through 2nd quarter had 18.42% participation for MBE and 56.77% participation for EDGE. This is atypical because usually the small boards have limited ability to purchase outside state contracts, which are not MBE/EDGE. Money was encumbered for computer purchases, which accounts for the positive numbers on the scorecard this year.

Ms. Dion reported that she testified on behalf of the board for the biennium budget on February 26, 2013 before the House Finance and Appropriates Subcommittee on Agriculture and Natural Resources. The board's budget is very lean and will continue to be monitored closely.

Ms. Dion sought the boards input regarding the number of meetings for the following year. After brief discussion, it was decided that we will look at the option of having 5 meetings per year, rather than 6.

Ms. Dion sought the boards input as to who will represent the board at the Ohio Academy of Nutrition and Dietetics 92nd annual conference. Since the conference is in the Columbus area, two representatives from the board will attend.

RESOLUTION #8

Christopher Taylor moved and Susan Finn seconded a motion to approve expenditures for John Ridgway and Karen Dion to attend the Ohio Academy of Nutrition and Dietetics as presented for January 2013 and to accept the Financial Report as submitted to the Board by the Executive Secretary.

The motion was approved with vote as follows:

Leah Reibel	yes	John Ridgway	yes
Susan Finn	yes	Marsha Dumm	yes
Christopher Taylor	yes		

AGENDA ITEM #14 – DISCUSSION OF PERTINENT LEGISLATIVE ISSUES

Ms. McKnight discussed Senate Bill 11, sponsored by Edna Brown, which provides more flexibility for the summer feeding program. We are looking out for bills which were introduced last session and may be introduced during this General Assembly such as the “safe at school” bill, which addresses children with diabetes and also, a bill regarding health education for schools.

In her position at Mount Carmel Health System, Ms. McKnight teaches nutrition in the School of Nursing. Recently, there was a Nurses Day at the statehouse which Pat lead about 37 nursing students to. The area of great discussion was Medicaid expansion.

Ms. Dion discussed the confidentiality statute that Charissa Payer, AAG, recommended that the board add. This will protect sensitive information that is requested of the board. The board still has many questions about why this is needed. Ms. Payer was not present to answer the questions. Discussion will continue at the next meeting.

AGENDA ITEM #15 & #16 – SUBCOMMITTEE MEETINGS AND REPORTS

The Education subcommittee had five Continuing Education / Professional Development Learning Plans and Learning Logs to review. The Rules committee did not have any items to discuss. The applications committee met to review the applications.

Each committee provided a brief report.

EDUCATION COMMITTEE – The Education committee reported that they reviewed and approved five learning logs.

RULES COMMITTEE – The Rules committee did not have any items to discuss.

APPLICATIONS COMMITTEE- The applications committee concluded that there were no major changes to the applications except the year.

NEW BUSINESS – There was no new business to report at this time.

AGENDA ITEM #17 – PRESENTATIONS SINCE JANUARY 18, 2013

There were four presentations since the January 18, 2013 meeting of the Board.

February 14, 2013	Ohio University	35 undergraduates
February 19, 2013	OSU Med Diet	30 interns
February 27, 2013	Columbus Public Health WIC	60 dietitians and techs
March 1, 2013	University of Akron (skype)	14 interns/18 undergraduates

AGENDA ITEM #18 – UPCOMING PRESENTATIONS

March 12, 2013	Dayton Dietetic Assoc	60 dietitians
March 16, 2013	SUPER SATURDAY	300 dietitians
March 20, 2013	Columbus State Community College	30 diet tech students
April 1, 2013	Case Western Reserve University	20 interns
April 1, 2013	University Hospitals	15 dietitians
April 16, 2013	Nationwide Children’s Hospital	10 dietitians
April 17, 2013	Legislative Policy Day	100 dietitians
April 18, 2013	Toledo Dialysis group	15 dietitians
April 23, 2013	ODH Division of Quality Assur.	5 dietitians
April 30, 2013	Kidney and Transplant Symposium	50 dietitians
May 1, 2013	OHCA presentation with Gretchen Robinson/Cecily Byrne	50 dietitians

AGENDA ITEM # 19 – UPCOMING MEETINGS

Upcoming Regular Board meeting dates proposed for the upcoming calendar year include the following:

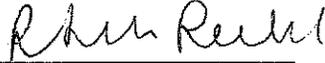
- May 10, 2013
- July 19, 2013
- September 20, 2013
- November 8, 2013

AGENDA ITEM #20 – ADJOURNMENT

A motion was made to adjourn the meeting. There was consensus by the Board to adjourn the January 18, 2013 meeting of the Ohio Board of Dietetics at 1:34 p.m.

Respectfully submitted,

 Date 5/10/13
Karen Dion, Executive Secretary
Ohio Board of Dietetics

 Date 5/10/13
Leah Reibel, Chairperson
Ohio Board of Dietetics

 Date 5/10/13
Witness