

**OHIO BOARD OF DIETETICS  
MINUTES OF THE BOARD MEETING  
May 1, 2015  
31<sup>st</sup> Floor, Board Room, Vern Riffe Center  
Columbus, Ohio 10:00 A.M.**

**AGENDA ITEM #1 – CALL TO ORDER**

**BOARD MEMBERS PRESENT:** Christopher Taylor, John Ridgway, Joseph Nigh, Judith Nagy

**OTHERS PRESENT:** Patricia McKnight, Ohio Academy of Nutrition and Dietetics liaison (Consumer Protection Coordinator); Donald Davis, Compliance Specialist; Karen Morrison, OBD Executive Secretary; Steve Kochheiser, Assistant Attorney General.

**ABSENT:** Susan Finn

Chairman Taylor called the meeting to order at 10:04 a.m., noting that a quorum was in attendance. Mr. Taylor welcomed the group.

**AGENDA ITEM #2 – APPROVAL OF MINUTES OF FEBRUARY 6, 2015**

The minutes of the February 6, 2015 regular Board meeting were presented to the Board by the Executive Secretary and they were reviewed and approved as submitted. The following motion was made:

**RESOLUTION #1**

**Joseph Nigh moved and John Ridgway seconded a motion to approve the minutes of the February 6, 2015 regular Board meeting as submitted by the Executive Secretary.**

**The motion was approved with vote as follows:**

<b>Christopher Taylor</b>	<b>yes</b>
<b>John Ridgway</b>	<b>yes</b>
<b>Judith Nagy</b>	<b>yes</b>
<b>Joseph Nigh</b>	<b>yes</b>

**AGENDA ITEM #3 – APPROVAL OF LICENSES**

Ms. Morrison presented to the Board, the names of 2 individuals who were issued a Limited Permit license between February 6, 2015 and April 28, 2015 during Fiscal Year 2015. One limited permit holder has entered into a supervisory agreement after not obtaining a passing score for the Registration Exam for Dietitians. Both Limited Permits expire on October 31, 2015. The following motion was made:

**RESOLUTION #2**

**John Ridgway moved and Judith Nagy seconded a motion to place upon the minutes of the May 1, 2015 meeting the names of 2 individuals who were issued a Limited Permit during Fiscal Year 2015 since the February 6, 2015 meeting of the Board. The names appear on the list presented to the Board by the Executive Secretary. (See attached list labeled Resolution #2)**

**The motion was approved with vote as follows:**

<b>Christopher Taylor</b>	<b>yes</b>
<b>John Ridgway</b>	<b>yes</b>
<b>Judith Nagy</b>	<b>yes</b>
<b>Joseph Nigh</b>	<b>yes</b>

Ms. Morrison presented to the Board, the names of 45 individuals who were issued a license for the period between February 4, 2015 and April 28, 2015 for Fiscal Year 2015. The list included 43 initial licenses and 2 reinstatements. The following motion was made:

**RESOLUTION #3**

**John Ridgway moved and Judith Nagy seconded a motion to place upon the minutes of the February 6, 2015 meeting the names of 45 individuals who were issued a license for Fiscal Year 2015 between February 4, 2015 and April 28, 2015. There were 43 initial licenses and 2 reinstatements. 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:**

<b>Christopher Taylor</b>	<b>yes</b>
<b>John Ridgway</b>	<b>yes</b>
<b>Judith Nagy</b>	<b>yes</b>
<b>Joseph Nigh</b>	<b>yes</b>

**AGENDA ITEM #4 - ENFORCEMENT REPORT FY15 - DON DAVIS**

Mr. Davis presented the Enforcement Report for the period of February 7, 2015 for Fiscal Year 2015. The enforcement statistics indicate that the period started with 8 open cases and 5 cases were closed at the February 6, 2015 Board meeting. One case was opened resulting in a pending caseload of 4.

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 # 5 – EXECUTIVE SESSION – ENFORCEMENT**

The Board moved into Executive Session at 10:15 a.m. with the following motion:

**RESOLUTION #4**

**Joseph Nigh moved and John Ridgway 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:**

<b>Christopher Taylor</b>	<b>yes</b>
<b>John Ridgway</b>	<b>yes</b>
<b>Judith Nagy</b>	<b>yes</b>
<b>Joseph Nigh</b>	<b>yes</b>

The Board came out of Executive Session at 11:00 a.m.

**AGENDA ITEM #6 – FINDINGS, ORDERS, AND ACTIONS**

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

**RESOLUTION #5**

**John Ridgway moved and Judith Nagy seconded a motion to close the following cases for the reasons cited:**

**15OBD113                      Poor moral character; unfounded**

**The motion was approved with vote as follows:**

<b>Christopher Taylor</b>	<b>yes</b>
<b>John Ridgway</b>	<b>recused</b>
<b>Judith Nagy</b>	<b>yes</b>
<b>Joseph Nigh</b>	<b>yes</b>

**STATUS OF BOARD ACTIONS**

There were no board actions to report.

**AGENDA ITEM #7 - CONFIDENTIALITY UPDATE**

The Consumer Protection Specialist, Pat McKnight, reported that she will try to set up a meeting with the Ohio Academy of Nutrition and Dietetics' lobbyist to inquire about any updates of this possible statutory change.

**AGENDA ITEM #8 –CUSTOMER SERVICE STANDARDS SURVEY**

In accordance with ORC § Sec. 121.91 (A), the board developed customer service standards. In February 2015, five-hundred randomly selected licensees were sent surveys via Survey Monkey. To date one-hundred and one responses have been received by the board. Survey results report that customers who contacted the board were satisfied and gave positive comments. A copy of the results is attached to the meeting minutes.

**AGENDA ITEM #9 – JURISPRUDENCE FY16 AND RENEWAL UPDATE**

Ms. Morrison reported that 919 licensees (approximately 22%) have completed the online jurisprudence module sponsored by the board. Jurisprudence must be completed by June 30, 2015. The board will conduct an audit of ten-percent of the licensees to monitor compliance to the jurisprudence mandate.

The site for on-line renewal was opened to the licensees today, May 1, 2015. A new feature is the ability to retrieve user ID's and passwords via the Ohio Board of Dietetics website. Ms. Morrison collaborated with the Information Technology staff to make this feature accessible to the licensees.

**AGENDA ITEM #10- FINANCIAL REPORT – KAREN MORRISON**

The financial report was presented by Ms. Morrison for the months of January – March 2015 including Allotments, Expenditures and Revenues to date. She reported that the available budget is \$122,279.32 after encumbrances.

Routine expenditures occurred during the period including \$27,190.59 in January; \$22,094.13 in February; and \$17,633.14 in March. Revenues of \$1,805.00 in January; \$1,752.50 in February; and \$1,305.00 in March were reported in OAKS. Total revenue for FY 2015 is \$117,897.50.

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

**RESOLUTION # 6**

**Joseph Nigh moved and John Ridgway seconded a motion to approve expenditures as presented for January – March 2015 (FY15) and to accept the Financial Report as submitted to the Board by the Executive Secretary.**

**The motion was approved with vote as follows:**

<b>Christopher Taylor</b>	<b>yes</b>
<b>John Ridgway</b>	<b>yes</b>
<b>Judith Nagy</b>	<b>yes</b>
<b>Joseph Nigh</b>	<b>yes</b>

Ms. Morrison sought the boards input as to attendance at the Council on Licensure Enforcement and Regulation annual conference on September 17-19, 2015. The Board determined that Don Davis will attend on the Board's behalf.

**RESOLUTION #7**

**Joseph Nigh moved and John Ridgway seconded a motion to approve all reasonable and necessary expenditures for attendance at the Council on Licensure Enforcement and Regulation (CLEAR) annual conference.**

**The motion was approved with vote as follows:**

<b>Christopher Taylor</b>	<b>yes</b>
<b>John Ridgway</b>	<b>yes</b>
<b>Judith Nagy</b>	<b>yes</b>
<b>Joseph Nigh</b>	<b>yes</b>

The board inquired about any new expenses, since the majority of the boards expenditures are personnel and operating costs. Ms. Morrison will provide the board with details on the expenditure reports for the timeframe reviewed at each board meeting.

**AGENDA ITEM #11- TOTAL PARENTERAL NUTRITION UPDATE**

Ms. Morrison reported that there was no opposing feedback on the draft language sent to Mr. McNamee, the Legislative Liaison from the Board of Pharmacy. The Board of Dietetics may pursue a statutory change for further clarification. Input from other medical boards will be sought as well.

**AGENDA ITEM #12 - DISCUSSION OF PERTINENT LEGISLATIVE ISSUES**

Ms. McKnight discussed HB 25 - School fundraisers-food and beverage sales during school. It is currently included as part of the state budget. She reported that SB 210 of the 128<sup>th</sup> GA already addresses nutrition concerns regarding foods in schools and the association is opposed to HB 25.

**AGENDA ITEM #13 – FY 16 RENEWAL**

This item was addressed in Agenda Item #9.

**AGENDA ITEM #14 – GOVERNMENT RESOURCE CENTER (GRC) –  
MEMORANDUM OF UNDERSTANDING (MOU)**

Ms. Morrison discussed the initiative to collect demographic data from the current licensing system to identify areas of underserved Medicaid areas. Each of the health-related boards were asked to participate in the initiative. To do so, an MOU had to be established with each board. At this time, the board members declined to approve signing the MOU because they had many outstanding questions. The Board supports the intent, but the logistics of executing the MOU are unclear. Ms. Morrison will follow up with the GRC and report to the board at the next board meeting in August. The following motion was made:

**RESOLUTION #8**

**Christopher Taylor moved and John Ridgway seconded a motion to decline appointing authority for Ms. Morrison to sign the MOU on behalf of the board.**

**The motion was approved with roll call vote as follows:**

<b>Christopher Taylor</b>	<b>yes</b>
<b>John Ridgway</b>	<b>yes</b>
<b>Judith Nagy</b>	<b>yes</b>
<b>Joseph Nigh</b>	<b>yes</b>

**AGENDA ITEM #15 - ELECTRONIC TRANSCRIPTS**

Ms. Morrison sought the boards input regarding accepting electronic transcripts for the Limited Permit application. Transcripts can delay the application process when sent in the mail. The board indicated that if the transcripts were emailed directly from the degree-granting institution, that the board would accept electronic transcripts, to minimize application processing delays. The following motion was made:

**RESOLUTION #9**

**John Ridgway moved and Judith Nagy seconded a motion to accept electronic transcripts provided directly from the degree-granting institution.**

**The motion was approved with vote as follows:**

<b>Christopher Taylor</b>	<b>yes</b>
<b>John Ridgway</b>	<b>yes</b>
<b>Judith Nagy</b>	<b>yes</b>
<b>Joseph Nigh</b>	<b>yes</b>

## **AGENDA ITEM #16 – BOARD REPORTS**

### **CHAIRMAN – Chairman Taylor**

Chairman Taylor did not have information to report.

### **OAND LIAISON/CONSUMER PROTECTION COORDINATOR – Pat McKnight**

Ms. McKnight reported to the board about the Ohio Academy of Nutrition and Dietetics 25<sup>th</sup> Annual Legislation and Policy Day which was March 25, 2015. This policy day is for dietitians. There were 46 attendees, which is low. Ms. McKnight stated that the Academy is contemplating ways to increase attendance for this event, and welcomed any suggestions from the board. The next Legislative day, which is held for students and interns, is October 20, 2015.

Ms. McKnight reported that the Academy of Nutrition and Dietetics is implementing updated requirements for entry-level dietitians, dietetic technicians and dietetic technicians registered, based on the Council on Future Practice Visioning Report and Recommendations released in Fall 2012. For entry level dietitians, a graduate degree will be required beginning in 2025.

### **DIRECTORS REPORT – Karen Morrison**

Ms. Morrison provided an update regarding the “E-licensing” system project. Three boards are expected to “go live” on August 1, 2015 with the updated system. Other boards will be gradually added beginning September 1, upon the success of the three boards’ transition.

Ms. Morrison extended her thank you to the board for filing their financial disclosure statement by the April 15, 2015 deadline. As a result, no late fees were acquired.

Ms. Morrison reported that the Clerk 1 intermittent position has been filled by Samantha Minardo, a dietetics student at the University of Akron. Samantha will begin work on June 29, 2015.

## **AGENDA ITEM #17 and #18– SUBCOMMITTEE MEETINGS AND REPORTS**

Two combined learning plans and activity logs were reviewed. These documents were received by the board after the February 6, 2015 meeting of the board.

The Education subcommittee reviewed two Continuing Education / Professional Development Learning Plans. The Rules committee did not have any items to discuss. The applications committee did not have any items to discuss.

Each committee provided a brief report.

EDUCATION COMMITTEE – The Education committee reported that they reviewed and requested additional information for one Professional Development Learning Plan, which will be reviewed at the next Board meeting. The committee also reviewed and approved one Continuing Education / Professional Development Learning Plan and Activity Log.

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

APPLICATIONS COMMITTEE- The applications committee did not have any items to discuss.

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

**AGENDA ITEM #19 – PRESENTATIONS SINCE FEBRUARY 6, 2015 MEETING**

University of Akron (Skype)	February 13, 2015	25 dietetic students
Ohio University (Skype)	February 24, 2015	20 undergraduates
Columbus State	March 10, 2015	9 dietetic technician students
OSU Med-Diet seniors	April 3, 2015	25 dietetic interns
Case Western Reserve University (Skype)	April 13, 2015	13 dietetic interns

**AGENDA ITEM #20 – BUDGET TESTIMONY SCHEDULED FOR THE SENATE**

Ms. Morrison reported that the Ohio Board of Dietetics provided testimony before the Senate Medicaid committee on April 30, 2015, regarding the 2016-2017 biennial budget. The committee did not have any questions for Ms. Morrison.

**AGENDA ITEM #21 – AGENDA ITEMS FOR NEXT MEETING**

The following agenda items were requested for the next board meeting:

- Confidentiality
- Out of state applicants and background check processing time
- Privileging

**AGENDA ITEM #22 – ADJOURNMENT**

John Ridgway moved and Judith Nagy seconded a motion to adjourn the meeting. There was consensus by the Board to adjourn the ~~February 6, 2015~~ <sup>May 1, 2015</sup> of the Ohio Board of Dietetics at 3:12 p.m.

Respectfully submitted,

*(KAM)*

Karen Morrison

**Karen Morrison, Executive Secretary  
Ohio Board of Dietetics**

Date 8/7/15

[Signature]

**Christopher Taylor, Chairman  
Ohio Board of Dietetics**

Date 8-7-15

[Signature]

**Witness**

Date 8-7-15

