

**OHIO BOARD OF DIETETICS  
MINUTES OF THE BOARD MEETING  
February 21, 2014  
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:** Susan Finn, Christopher Taylor, John Ridgway, Judith Nagy and Leah Reibel

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

Chairman Finn called the meeting to order at 10:03 a.m., noting that a quorum was in attendance. Ms. Finn welcomed the group.

**AGENDA ITEM #2 – APPROVAL OF MINUTES OF NOVEMBER 8, 2013**

The minutes of the November 8, 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**

**Leah Reibel moved and Christopher Taylor seconded a motion to approve the minutes of the November 8, 2013 regular Board meeting as submitted by the Executive Secretary.**

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

<b>Susan Finn</b>	<b>yes</b>	<b>John Ridgway</b>	<b>yes</b>
<b>Christopher Taylor</b>	<b>yes</b>	<b>Judith Nagy</b>	<b>yes</b>
<b>Leah Reibel</b>	<b>yes</b>		

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

Ms. Dion presented the names of 2 individuals to the Board who were issued a Limited Permit license between November 8, 2013 and February 14, 2014 during Fiscal Year 2014. The Limited Permits expire on April 30, 2014. The following motion was made:

**RESOLUTION #2**

**Christopher Taylor moved and John Ridgway seconded a motion to place upon the minutes of the February 21, 2014 meeting the names of 2 individuals who were issued a Limited Permit during Fiscal Year 2014 since the November 8, 2013 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:

Susan Finn	yes	John Ridgway	yes
Christopher Taylor	yes	Judith Nagy	yes
Leah Reibel	yes		

Ms. Dion presented the names of 55 individuals who were issued a license for the period between November 8, 2013 and February 14, 2014 for Fiscal Year 2014. The list included 42 initial licenses, 5 reactivations and 8 reinstatements. The following motion was made:

**RESOLUTION #3**

Christopher Taylor moved and John Ridgway seconded a motion to place upon the minutes of the February 21, 2014 meeting the names of 55 individuals who were issued a license for Fiscal Year 2014 between November 8, 2013 and February 14, 2014. There were 42 initial licenses, 5 reactivations and 8 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:

Susan Finn	yes	John Ridgway	yes
Christopher Taylor	yes	Judith Nagy	yes
Leah Reibel	yes		

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

Mr. Davis presented the Enforcement Report with statistics for the period of November 9, 2013 to February 21, 2014. The enforcement statistics indicate that the period started with 5 open cases and 3 cases were closed at the November 8, 2013 Board meeting. One case was opened resulting in a pending caseload of three 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 # 5 – EXECUTIVE SESSION – ENFORCEMENT**

The Board did not have any cases to discuss and Executive Session was not held.

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

The Board did not have any cases to discuss and Executive Session was not held.

**STATUS OF BOARD ACTIONS**

There were no board actions to report.

**AGENDA ITEM #7 – FINANCIAL REPORT**

The financial report was presented by Ms. Dion for the months of October 2013-January 2014 including Allotments, Expenditures and Revenues to date. She reported that the available budget is \$160,941.04 after encumbrances.

Routine expenditures occurred during the period including \$24,809.20 in October 2013, \$21,341.24 in November, \$21,447.37 in December and \$26,903.45 in January. Revenues of \$5,410.00 in October, \$3,160 in November, \$875 in December and \$3,225 in January were reported in OAKS. Total revenue for FY 2014 is \$105,247.50.

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

**RESOLUTION # 5**

**Christopher Taylor moved and Leah Reibel seconded a motion to approve expenditures as presented for October 2013-January 2014 and to accept the Financial Report as submitted to the Board by the Executive Secretary.**

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

<b>Susan Finn</b>	<b>yes</b>	<b>John Ridgway</b>	<b>yes</b>
<b>Christopher Taylor</b>	<b>yes</b>	<b>Judith Nagy</b>	<b>yes</b>
<b>Leah Reibel</b>	<b>yes</b>		

Ms. Dion sought the boards input as to attendance at the Ohio Academy of Nutrition and Dietetics (OAND) Annual Conference and the Academy of Nutrition and Dietetics Public Policy Workshop in Washington D.C. The board determined that Karen Dion, Judy Nagy and Susan Finn will attend the OAND conference May 15 and 16. The board also determined that Karen Dion will attend the Public Policy Workshop March 29 – April 1.

**RESOLUTION #6**

**Christopher Taylor moved and Leah Reibel seconded a motion to approve all reasonable and necessary expenditures for board members/staff for the Ohio Academy of Nutrition and Dietetics conference and the Public Policy Workshop.**

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

<b>Susan Finn</b>	<b>yes</b>	<b>John Ridgway</b>	<b>yes</b>
<b>Christopher Taylor</b>	<b>yes</b>	<b>Judith Nagy</b>	<b>yes</b>
<b>Leah Reibel</b>	<b>yes</b>		

**AGENDA ITEM #8 – LICENSE APPLICATION REQUEST AND REINSTATEMENT DISCUSSION**

Ms. Dion led the discussion of the next steps to take regarding the reinstatement application request. With the advice of counsel, it was determined that the individual would be sent an initial application for licensure. Upon receipt of the application, the board would review for satisfactory evidence of requirements.

Ms. Dion sought input from the board for a response to a license application request. With the advice of counsel, it was determined that a response should be sent to the potential applicant, explaining that the requirements of 4759-4-02 OAC are not met.

The following motions were made:

**RESOLUTION # 7**

**John Ridgway moved and Leah Reibel seconded a motion to send an initial application to the applicant who requested reinstatement; and to send a letter to the individual requesting an initial application explaining the lack of basic requirements for licensure per 4759-4-02 OAC.**

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

<b>Susan Finn</b>	<b>yes</b>	<b>John Ridgway</b>	<b>yes</b>
<b>Christopher Taylor</b>	<b>yes</b>	<b>Judith Nagy</b>	<b>yes</b>
<b>Leah Reibel</b>	<b>yes</b>		

**AGENDA ITEM # 9– BOARD REPORTS**

Chairman Finn had no updates at this time.

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

Ms. McKnight discussed the importance of individuals filing complaints of potential violations with the Board. Most individuals filing complaints would like to remain anonymous or have a guarantee that their name will be kept confidential.

Ms. McKnight also discussed the Academy’s name change for Nutrition Associates. The new name is Nutrition and Dietetics Associates. This will be updated in the next Five Year Rule Review.

Ms. McKnight reminded the group that the Ohio Academy of Nutrition and Dietetics (OAND) is preparing for their annual conference which will be held in Sandusky, Ohio on May 15-16, 2014. She also discussed her upcoming participation in the Academy’s Public Policy Workshop held in Washington D.C.

**DIRECTORS REPORT – Karen Dion**

Ms. Dion updated the board in regards to the previous failed attempt to reach out to Certified Nutrition Specialists. Ms. Dion has since acquired contact information for Executive Director of the Certification Board for Nutrition Specialists, Michael Stroka, JD, MBA, MS, CNS, LDN. A telephone call is scheduled for February 26. The purpose of the call is to gain an understanding of education requirements, places of employment and responsibilities, and the number of practitioners. We hope to gain an understanding of the profession to determine if we could somehow work together.

Ms. Dion reminded the board each member is required to file a Financial Disclosure Form with the Ethics Commission by the April 15, 2014 deadline.

Ms. Dion shared that she is one of six individuals representing the Boards and Commissions, for the Health Professions Data Warehouse MDS Workgroup. The workgroup is a collaboration of several agencies to gather statistical data about license-holders to determine how to best serve the various populations in Ohio and to bridge any gaps.

Ms. Dion reported to the board that the board-owned fax machine in the office is used very minimally. With the newly acquired statewide phone system (Voice over Internet Protocol), a cost of \$30.00 per month will be charged to continue to use the fax machine, not including cost per fax. (Previously the fax machine was included in the phone bill and the agency paid only for the number of fax's transmitted.) The cost of the fax machine far exceeds the usage. After discussion it was determined that the fax machine will be disconnected. Licensees will be notified of the change and will be encouraged to scan and email documents as an alternative.

Ms. Dion provided an update on the status of Elicense 2.0. The launch date for Elicense 2.0 continues to be pushed back and is now November 2014. Training needs and costs continue to rise as well. The office staff has participated in several weeks of trainings, testing and form letter development.

Boards and Commissions, as all state agencies, are required by law to meet the requirements for MBE/EDGE participation. There are now several vendors for office supplies, which makes this requirement attainable for small boards with limited budgets. The board plans to purchase office supplies in the third and fourth quarter to meet or exceed 15% of their eligible spend as MBE.

Ms. Dion discussed the importance of agencies naming an essential employee in the event of emergencies, to maintain services and to be the contact person for the board. The board was in agreement that Ms. Dion should be designated as the essential employee for the board.

Ms. Dion shared with the board that she was contacted by an Ohio State University student, who had an interest in the board and its responsibilities. The student visited the office on February 18, 2014 to learn more about the board and what the staff does. The student plans to pursue a career in dietetics.

Ms. Dion received confirmation from the board that the past licensure presentation for the Ohio Department of Health Quality Assurance dietitians will be counted as a jurisprudence activity.

Ms. Dion reminded the board about the iPhone app "Ohio Stops Fraud" from the Auditor of State's office.

The Ohio Board of Dietetics participated in the State of Ohio Combined Charitable Campaign. The board received a gold bar for reaching their monetary goal. Monies are contributed by individuals, and the boards revenues do not contribute to reaching the goal.

#### **AGENDA ITEM #10 – DISCUSSION OF PERTINENT LEGISLATIVE ISSUES**

Ms. McKnight shared information about the Farm Bill and that it did pass. Most Ohio legislators voted in favor of the bill. At the Federal level, H.R. 2415 the Treat and Reduce Obesity Act is an important current issue, as is the Older Americans Act.

Ms. McKnight discussed current legislative issues. HB 264 sponsored by Representative Wachtmann is the "safe at school" bill for children with diabetes. It passed the House on February 26, 2014 and was introduced in the Senate on February 27, 2014.

Ms. McKnight also discussed HB 260 for health education standards. Ohio is one of two states in the country that does not have health education standards. This bill will continue to be monitored.

Ms. McKnight mentioned HB 317 sponsored by Representative Sears. This bill is about Medicaid reform and includes a provision for a committee to be formed and examine scopes of practice in state healthcare professions' laws and rules.

#### **AGENDA ITEM #11 – JURISPRUDENCE AUDIT STATUS**

The Board has completed a random audit to monitor compliance for jurisprudence continuing education. Three hundred and seventy eight out of 3777 licensees were audited. As of February 21, 2014, three licensees remain unresponsive. The licensees will not be able to renew their FY15 license without completing this requirement.

#### **AGENDA ITEM #12 & #13 – SUBCOMMITTEE MEETINGS AND REPORTS**

Nine learning plans were received by the board after the November 8, 2014 meeting of the board.

The Education subcommittee reviewed 9 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 approved nine Professional Development Learning Plans.

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

APPLICATIONS COMMITTEE- The applications committee reviewed licensure applications and agreed to minor updates such as fiscal year change.

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

**AGENDA ITEM #14 – PRESENTATIONS SINCE NOVEMBER 8, 2013 MEETING**

Ohio State	January 14, 2014	30 undergraduates
Ohio University	February 25, 2014	25 undergraduates
*University of Akron	February 28, 2014	12 CP students
Ohio State Medical Dietetics	February 28, 2014	12 CP students
Columbus State	March 18, 2014	9 diet technicians
*Miami University	April 4, 2014	20 undergraduates
*Case Western University	April 14, 2014	12 interns
** Kent State University	December 2013	25 undergraduates
**University of Dayton	November 2013	6 interns
***University of Cincinnati	April 2014	10 interns

\*SKYPE presentation

\*\*Voice over PowerPoint presentation emailed

\*\*\*PowerPoint presentation emailed

**AGENDA ITEM #15 – UPCOMING MEETINGS**

April 25, 2014

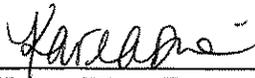
August 1, 2014

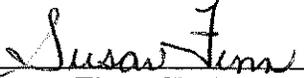
November 14, 2014

**AGENDA ITEM #16 – ADJOURNMENT**

A motion was made to adjourn the meeting. There was consensus by the Board to adjourn the February 21, 2014 meeting of the Ohio Board of Dietetics at 2:15 p.m.

Respectfully submitted,

  
Date 5/23/14  
Karen Dion, Executive Secretary  
Ohio Board of Dietetics

  
Date 5/23/2014  
Susan Finn, Chairman  
Ohio Board of Dietetics

  
Date 5/23/2014  
Witness