

The Georgia Board of Examiners of Licensed Dietitians met on Friday, February 1, 2013, via teleconference at the Professional Licensing Boards Division of the Secretary of State located at 237 Coliseum Drive, Macon, Georgia.

### **MEMBERS PRESENT**

Jessie Wright, MS, RD, LD, Chair  
Joan Fischer, PhD, RD, LD  
Tracey Neely, MS, RD, LD  
Frances Cook, MA, RD, LD  
Page Love, MS, RD, LD  
Dee Dee Williams, Consumer Member  
Nancy Walters, MMSC, RD, LD, Cognizant

### **STAFF PRESENT**

Lisa Durden, Division Director  
Wylencia Monroe, JD, Assistant Attorney General

### **VISITORS PRESENT (During Executive Session, Visitors are excused unless scheduled for personal appearances)**

Gail Stinson – Georgia Dietetic Association Liaison  
Elizabeth Appley, Lobbyist/Attorney - Georgia Dietetic Association

Ms. Wright called the meeting to order at 10:05 a.m. on Friday, February 1, 2013. A quorum to conduct board business was established.

Ms. Fischer made a motion to post Rule 157-2-.04, Ms. Cook seconded the motion, and the Board voted unanimously in favor of the motion. The rule will be posted as follows:

#### **157-2-.04 Renewal of License and Penalties, and Reinstatement.**

(1) Renewal of License and Fees.

(a) A license issued by the Board shall expire on March 31st of even numbered years.

The license may be renewed upon payment of the renewal fee and completion of the renewal application provided all requirements have been met.

(b) The license of any licensee who fails to apply for renewal by March 31st of the renewal year may be renewed by June 30th of that year by the payment of the current renewal fee plus an additional late renewal fee. See fee schedule. Practicing with an expired license is prohibited by law and practice during this period may result in disciplinary action for unlicensed practice.

(c) Each licensee applying for renewal must satisfactorily complete any continuing professional education requirements established by the Board.

(d) The Board may request additional verification of any requirements or credentials, as it may deem necessary.

(e) The failure to renew a license by June 30th following the March 31st expiration date shall cause the license to be administratively revoked and subject to reinstatement at the discretion of the board.

(2) Reinstatement of License.

(a) A license that is no longer active shall be reinstated by the licensee upon meeting the conditions set by the board.

(b) To reinstate a license the applicant must:

1. submit an application for reinstatement, supplied by the Board;
2. pay the required reinstatement fee;
3. submit proof of having met Continuing Professional Education Requirements (30 hours) for the most recent renewal period (April 1<sup>st</sup> even year to March 31<sup>st</sup> even year).
4. the Board may request additional verification of any requirements or credentials, as it may deem necessary.

(3) Inactive license status.

(a) The holder of an active license may request to place the license on inactive status by submitting a written request to the board no later than June 30th following the March 31<sup>st</sup> expiration date.

(b) The holder of an inactive license that continues to practice is subject to disciplinary action for unlicensed practice.

(c) An inactive license may be reinstated by application for Reinstatement as provided in Rule 157-2-.04(2).

(d) The holder of an inactive license is required to obtain the required continuing professional education units that are obtained by active licensees.

The Board discussed their position paper and Ms. Love stated she would incorporate the suggested changes and have a final draft at the next meeting.

### **APPROVAL OF BOARD MINUTES**

Ms. Fischer moved to approve the December 3, 2012 board minutes as amended. Ms. Williams seconded the motion and it carried unanimously.

Ms. Neely and other members of the Board discussed at length their operational concerns regarding their minutes and board packets. Ms. Durden explained that due to budget constraints Professional Licensing Boards has limited resources but will take their comments into consideration. Ms. Neely expressed concern that the 5 applications for board review at the Feb 1, 2013 meeting were posted only one day prior to the meeting. Ms. Durden reported concern about the length of the dietitian board meetings and stated that she had anticipated 1 hour for the Feb 1<sup>st</sup> meeting of the GBELD. Board members remarked that they were not aware that the meeting was limited to 1 hour. Ms. Neely made the following suggestions aimed at meeting the staffs' time constraints. She requested that applications be posted at least 1 week prior to the board meeting and that minutes should be made for board review 1 week after each board meeting.

Ms. Neely asked about discrepancies between the date an item is posted in Epiware and when it actually is visible to board members. Ms. Durden stated she would ask the executive director to look into it and communicate findings back to the board.

Ms. Neely noted that the GBELD had not met in person in over two years. Ms. Durden reiterated the budget constraints on PLB. Ms. Neely and other board members stated that they would be willing to waive mileage reimbursements if they could meet in person once per year.

Ms. Stinson and Ms. Appley gave an update regarding GDA.

### **EXECUTIVE SESSION**

Ms. Neely moved, Ms. Williams seconded and the Board voted to enter into **Executive Session** in accordance with O.C.G.A. §§ 43-1-2(k); 43-1-19(h), 43-26-5(c) and 43-26-11, to deliberate on applications and enforcement matters and to receive information on applications, investigative reports and pending cases. The motion passed unanimously.

At the conclusion of the Executive Session on Friday, February 01, 2013, Ms. Wright declared the meeting to be "open" pursuant to the Open and Public Meeting Act, O.C.G.A. §§ 50-14-1 et seq.

### **APPLICATIONS**

(DIET=Dietitian Investigative Case Number)

**Applicant # 1790485** – Ms. Neely moved to approve the license under a Consent Agreement with a \$500.00 fine. Ms. Fischer seconded the motion and it carried unanimously.

**Applicant # 1799866** – Ms. Fischer made a motion to approve the application. Ms. Walters seconded the motion, and it carried unanimously.

**Applicant # 1797271** – Ms. Fischer made a motion to approve the application. Ms. Walters seconded the motion, and it carried unanimously.

**Applicant # 1797276** – Ms. Fischer made a motion to approve the application. Ms. Walters seconded the motion, and it carried unanimously.

**Applicant # 1784405** - Ms. Neely made a motion to deny the application. Ms. Williams seconded the motion, and it carried unanimously.

Following her report, Ms. Neely made a motion to schedule a hearing for case **DIET120011**. Ms. Walter's seconded the motion, and it carried unanimously. The hearing will be conducted in conjunction with the next scheduled Board meeting.

## **COGNIZANT REPORT**

**DIET120009** – Ms. Walters made a motion to dismiss the complaint due to lack of evidence. Ms. Neely seconded the motion, and it carried unanimously.

**DIET120015** – Ms. Walters made a motion to close the case due to lack of evidence. Ms. Fischer seconded the motion, and it carried unanimously.

## **APPROVAL OF BOARD MINUTES**

Ms. Williams moved to approve the December 3, 2012 Executive Session board minutes as amended. Ms. Walters seconded the motion and it carried unanimously.

## **EXECUTIVE DIRECTOR'S REPORT:**

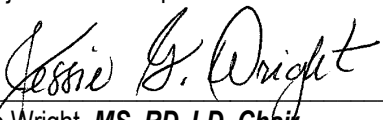
Ms. Durden read Mr. Cleghorn's report that nine licenses were issued in December 2012, and 14 were issued in January 2013 for a total of 23 licenses. The Board would not vote to ratify the licenses because the list was not available at the time of the meeting.

Ms. Durden stated that HB32 had been introduced and stated that if it passes, it should help provide relief to the Professional Licensing Boards' workload.

## **New Business:**

There was no new business for discussion.

The meeting adjourned 12:09 p.m.

  
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Jessie Wright, **MS, RD, LD, Chair**