

Commonwealth of Massachusetts
Department of Public Health
Board of Registration of Dietitians and Nutritionists

Public Meeting Minutes

December 1, 2023

A public meeting of the Massachusetts Board of Registration of Dietitians and Nutritionists (the Board) was held remotely with video and audio conference as an alternate means of public access pursuant to Chapter 107 of the Acts of 2022, An Act Relative to Extending Certain State of Emergency Accommodations, signed into law on July 16, 2022.

Ms. Guglietta requested that members of the public mute their microphones and stated that the meeting was being recorded.

Dr. Lisa Brown noted a quorum of members present via video or phone and called the meeting to order at 09:12 a.m.

MEMBERS PRESENT

Lisa Brown, Chair
Valerie Machinist, Vice Chair
Stella Uzogara
E. Reese
Elizabeth Natale

STAFF PRESENT

Lisa Guglietta, Board Executive Director
Sheila York, Esq., Board Counsel

MEMBERS ABSENT

Pranita Amarasinghe

PUBLIC PRESENT

Camille Finn - MAND
Sarah Conca – MAND
Ellen Lowre - MAND

ATTENDANCE:

Dr. Lisa Brown took attendance by roll call and a quorum of board members was recorded with the following members present via video conference: *Brown, Machinist, Reese, Uzogara, Natale*

APPROVAL OF AGENDA:

The **December 1, 2023 agenda was approved as presented** by roll call vote.
in-favor: Brown, Machinist, Reese, Uzogara, Natale
opposed: none

CONFLICT OF INTEREST and OPEN MEETING REQUIREMENTS

Atty. York reviewed Conflict of Interest and Open Meeting Law requirements with the Board. Members should contact Atty. York with questions about possible conflicts with applicants, petitioners, or cases before the Board. Please bring these matters to Atty. York's attention before the meeting if possible.

PUBLIC MEETING MINUTES

The Board discussed the draft public meeting minutes of 9/8/2023.

Thereafter a motion was made by Dr. Uzogara, seconded by E. Reese, and VOTED (roll call);
to approve the September 8, 2023, Public Meeting minutes as amended.

in-favor: Brown, Machinist, Uzogara, Reese, Natale

opposed: none

EXECUTIVE SESSION MINUTES

The Board discussed the draft executive session minutes of 9/8/2023.

Thereafter a motion was made by E. Reese, seconded by Dr. Uzogara, and VOTED (roll call);
to approve the September 8, 2023 Executive Session minutes.

in-favor: Brown, Machinist, Uzogara, Reese, Natale

opposed: none

EXECUTIVE DIRECTOR REPORT

Ms. Guglietta welcomed new Board member, Elizabeth Natale. She informed the board that Heather Hanley has resigned from the Board and thanked Ms. Hanley for her service. Ms. Guglietta also stated that Eboni Lewis is no longer the Associate Executive Director (AED) of the Board and that a new AED is in the process of being hired.

DISCUSSION

2024 Board Meeting Dates

The Board received the meeting dates for 2024 and there were no objections.

Proposal for the Addition of Policy-Related Activities to LDN Continuing Education Language

Camille Finn and Sarah Conca presented MAND's proposal that the statement "Activities addressing policy related to the practice and regulation of nutrition and dietetics will be accepted." be added to LDN Continuing Education Requirements in 268 CMR 4.01 (Part I, Title II, Chapter 13, Section 11D) of the General Laws pertaining to the Commonwealth of Massachusetts.

The Board has not approved policy-related CEUs in the past. Attorney York asked for clarification about what activities would fall within the proposed language. For example, would this language allow licensees to obtain CE credit for advocacy work in which activities may be limited to sending out emails or mailings for a cause. Dr. Brown stated that the Board does not pre-approve or keep a list of accepted CE courses. Courses must relate back to the Board's definition of the field of dietetics and nutrition. The Board's primary purpose is to protect the public and to avoid being self-serving in matters of policy. Some policy-related activities may fit the regulations. The learning objectives of the course will determine whether the Board will accept the CEUs. The Board agreed to continue the discussion at a later date after newer Board members had more practice with reviewing CEUs. The Board will work on a statement of what it accepts for continuing education credits.

Continuing Education Requirement Extension Request

Sarah Clarke, LDN3481, requested an extension to complete her 30 continuing education units for license renewal. Her license expired on 10/7/23. She was granted an extension by the Commission on Dietetic Registration (CDR) to complete the CEUs for her RD credential. The Board reviewed the correspondence and documents provided by the licensee.

Thereafter a motion was made by E. Reese, seconded by Ms. Machinist, and VOTED (roll call);
to grant the licensee an extension to complete her CEUs with a deadline of May 31, 2024 and to allow the licensee to renew her license.

in-favor: Brown, Reese, Machinist, Uzogara, Natale

opposed: none

License Reinstatement Request

Christy Taraschi, LDN1693, requested that the Board allow her to reinstate her license based on the fact that she recently passed the CDR exam. Her license expired on 5/22/2008. The Board reviewed the correspondence and documents provided by the licensee.

Thereafter a motion was made by Dr. Uzogara, seconded by Ms. Natale, and VOTED (roll call); **to approve the licensee to move forward in the license reinstatement process.**

in-favor: Brown, Reese, Machinist, Uzogara, Natale

opposed: none

PUBLIC COMMENT

None.

NEW BUSINESS

The Board discussed the open seats on the Board. The Board is a nine-member board with five members needed for quorum. There are three open seats which include the Certified Dietitian 1 member seat, the Baccalaureate member seat, and the Public 2 member seat.

APPLICATION REVIEW

Exam Application LDNNE100449 (LM): The Board reviewed the information on the applicant's clinical internship completed in Brazil. It was determined that the total number of hours of the clinical internship does not meet the regulation requirements of 268 CMR: 3.01:d (1). The Board can credit the 222 hours completed toward the 900 hours required.

The Board gave direction to staff to ask the applicant for a letter providing proof of paid professional experience comparable to a post-baccalaureate internship per 268 CMR: 3.01:d (2). The Board will accept a signed letter from a supervisor (such as from a doctor's office or medical practice) or from a licensed dietitian/nutritionist colleague who provided supervision, even informally.

Reactivation Application: LDNRA100021 (JS): The Board reviewed the application and continuing education documentation received.

Thereafter a motion was made by Ms. Machinist, seconded by Ms. Natale, and VOTED (roll call); **to approve the applicant to move forward in the application process.**

in-favor: Brown, Reese, Machinist, Uzogara, Natale

opposed: none

Reactivation Application: LDNRA100012 (EL): The Board reviewed the application and continuing education documentation received. The Board gave direction to staff to ask the applicant to re-format her continuing education logs to landscape/table mode so they are easier to read. The Board also requested that the applicant provide more thorough descriptions of activities and how they relate to nutrition and dietetics.

Thereafter a motion was made by E. Reese, seconded by Ms. Natale, and VOTED (roll call); **for the independent review of this application by the Chair and Vice Chair between Board meetings.**

in-favor: Brown, Reese, Machinist, Uzogara, Natale

opposed: none

Reactivation Application LDNRA100024 (JB): The Board reviewed the application and continuing education documentation received. The Board accepted 20 of the 60 CEUs required for reactivation. The applicant must submit 40 more CEUs.

Thereafter a motion was made by E. Reese, seconded by Ms. Machinist, and VOTED (roll call); **for the independent review of the 40 CEUs by the Chair and Vice Chair between Board meetings.**

in-favor: Brown, Reese, Machinist, Uzogara, Natale

opposed: none

REACTIVATION APPLICATION REVIEW PROCESS BETWEEN BOARD MEETINGS

The Board discussed the reactivation review process between Board meetings. The Board decided that reactivation applications received within one month of a scheduled Board meeting would go before the Board for review. If the Board determines at the meeting that the applicant is required to provide additional documentation for their application to be approved, the Chair will review the additional documents and approve the application once the requirements have been satisfied.

Reactivation applications that are received more than one month before a scheduled Board meeting will be reviewed by the Chair. If the Chair needs to recuse from reviewing an application, then the Vice Chair will perform the application review. If the Chair determines that the applicant is required to provide additional documentation for their application to be approved, the Chair will give direction to Board staff to request additional information from the applicant. After Board staff has provided the Chair with the additional information, the Chair will approve the application if the requirements have been satisfied.

The Board then reconsidered the prior votes for application LDNRA100012 and application LDNRA100024.

Thereafter a motion was made by E. Reese, seconded by Ms. Natale, and VOTED (roll call); **for reactivation applications LDNRA100012 and LDNRA100024 to be reviewed by the Chair.**

in-favor: Brown, Reese, Machinist, Uzogara, Natale

opposed: none

ADJOURNMENT

The meeting adjourned at 12:20 p.m. by a roll call vote.

in-favor: Brown, Reese, Machinist, Uzogara, Natale

opposed: none

Respectfully submitted,

Lisa M. Guglietta, Executive Director
Board of Registration of Dietitians and Nutritionists

Documents used by the Board during open session:

- Posted agenda 12/1/23
- Draft public meeting minutes of 9/8/23
- Draft executive session minutes of 9/8/23
- 2024 Board meeting dates
- Proposal for the Addition of Policy-Related Activities to LDN CEU Language by MAND

- Email and documentation from S. Clarke LDN3481
- Email and documentation from C. Taraschi LDN1693
- Exam Application LDNNE100449 (LM)
- Reactivation Application LDNRA100021 (JS)
- Reactivation Application LDNRA100012 (EL)
- Reactivation Application LDNRA100024 (JB)