

BOARD OF DIETETICS AND NUTRITION

**899 NORTH CAPITOL ST. NE – 2ND FL.
WASHINGTON, DC 20002**

September 13, 2018

1:00 pm to 2:30 pm

OPEN SESSION MINUTES

OPEN SESSION ATTENDANCE: September 13, 2018

BOARD MEMBERS:	
DR. ANNINA BURNS, CHAIRPERSON	Present
KIMBERLY THOMPSON, BOARD MEMBER	Present
BOARD STAFF:	
ROBIN JENKINS – EXECUTIVE DIRECTOR	Present
AISHA NIXON – HEALTH LICENSING SPECIALIST	Present
REBECCA ODRICK – INVESTIGATOR	Present
GREGORY SCURLOCK, CHIEF COMPLIANCE OFFICER	Present
LEGAL STAFF:	
PANRAVEE VONGJAROENRAT, ESQ- ASSISTANT ATTORNEY GENERAL	Present
VISITORS:	
BARBARA HERBST, DCMAND	Present

OPENS SESSION MINUTES- SEPTEMBER 13, 2018

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 1:10PM and a quorum was established.

The Agenda was approved by consensus.

MINUTES, STAFF REPORTS, AND MISC. ITEMS FOR DISCUSSION

OS-0913-01	<p><u>EXECUTIVE DIRECTOR'S REPORT</u></p> <p>The Executive Director presented a draft of the upcoming News Flash that will go out to the licensees, to the Board for review. The Board Chair and Attorney provided several recommendations to include in the News Flash. In addition, the Executive Director informed the Board that their dcbc.dc.gov, along with instructions on how to set up the email will be sent to them in the coming weeks.</p>	
OS-0913-02	<p><u>BOARD ATTORNEY'S REPORT</u></p> <p>The Board Attorney provided the Board with a summary of the rulemaking process.</p>	
OS-0913-03	<p><u>BOARD CHAIRS'S REPORT</u></p> <p>The Board Chair reported that 33 licenses have been approved since June of 2018. In addition, requested that information regarding the LGBTQ requirements and renewals be placed on the webpage.</p>	
OS-0913-04	<p><u>OPEN SESSION MINUTES</u></p> <p>Board Action: No action needed. The Board reported that the agenda was approved for March at the previous meeting.</p>	
OS-0913-05	<p><u>DELEGATED AUTHORITIES</u></p> <p>Board Action: The Executive Director provided the Board with a brief summary of the Delegated Authorities process and a few of the previous approved authorities. The Board would like to continue to have the staff approve "clean" applications and forward any applications that they may have questions about. The Board will be provided with a formal list of Delegated Authorities at the next board meeting to review and vote on.</p>	

OS-0913-06	<p><u>UPDATING REGULATIONS</u></p> <p>Board Action: The Board discussed the formation of a subcommittee to help with updating the current Dietetics regulations. The Board hopes to have the subcommittee begin in October.</p>	
	<p><u>REMARKS FROM THE PUBLIC</u></p> <ul style="list-style-type: none"> • Requested status on the vacant position on the Board. The Mayor’s office is continuing to recruit to fill all vacant positions. • Informed the Board that DC Metro Academy of Nutrition & Dietetics has meet with various Council Members to request support to increase the number of members on the Board. 	

MOTION TO ADJORN		
OS-0913-07	<p>Adjournment: 2:10PM</p> <p>Upon conclusion of the open session meeting and pursuant to the DC Official Code 2-575(b) and for the purposes set forth therein, the Board will move into the closed executive session portion of the meeting to consult with the Board attorney, discuss disciplinary matters and hear reports concerning violations of the law or regulations.</p>	

This ends the Open Session. The next meeting is TBD.

