

# TENNESSEE BOARD OF DIETITIANS/NUTRITIONISTS MEETING MINUTES

**Date:** September 4, 2020

**Time:** 9:00 a.m., CST

**Location:** Health Related Boards  
WebEx-Teleconference  
Iris Room  
665 Mainstream Dr  
Nashville, TN 37243

**Members Present:** Patrick Parham, Citizen Member, President  
Queen Esther Cox-Taliaferro, Dietitian/Nutritionist, Secretary  
Jamie L. Bailey, Dietitian/Nutritionist  
Loveday E. Nwobilor, Dietitian/Nutritionist  
James B Burkard, Dietitian/Nutritionist  
Linda Y Hankins, Dietitian/Nutritionist

**Staff Present:** Kimberly Wallace, Executive Director  
Lyndsey Boone, Board Manager

## Call to Order

This meeting was convened electronically, via WebEx, due to the gathering restrictions resulting from the COVID-19 pandemic. The meeting was called to order by Board Chair, Mr. Patrick Parham at 9:00 A.M. CST

A roll call of the Board Members and Board staff present was conducted by Kimberly Wallace, Unit 3 Director, who confirmed that she was alone in the room she was working from, with a quorum of Board Members present.

<input checked="" type="checkbox"/> Patrick Parham	<input checked="" type="checkbox"/> Alone in the room	<input type="checkbox"/> Other Individual(s):
<input checked="" type="checkbox"/> Queen Esther Cox-Taliaferro	<input checked="" type="checkbox"/> Alone in the room	<input type="checkbox"/> Other Individual(s):
<input checked="" type="checkbox"/> Jamie L. Bailey	<input checked="" type="checkbox"/> Alone in the room	<input type="checkbox"/> Other Individual(s):
<input checked="" type="checkbox"/> Loveday E. Nwobilor	<input checked="" type="checkbox"/> Alone in the room	<input type="checkbox"/> Other Individual(s):
<input checked="" type="checkbox"/> James B. Burkard	<input checked="" type="checkbox"/> Alone in the room	<input type="checkbox"/> Other Individual(s):
<input checked="" type="checkbox"/> Linda Y. Hankins	<input checked="" type="checkbox"/> Alone in the room	<input type="checkbox"/> Other Individual(s):
<input checked="" type="checkbox"/> Board Manager, Lyndsey Boone	<input checked="" type="checkbox"/> Alone in the room	<input type="checkbox"/> Other Individual(s):
<input checked="" type="checkbox"/> Board Admin, Shara Woodard	<input checked="" type="checkbox"/> Alone in the room	<input type="checkbox"/> Other Individual(s):

Board Attorney, Eric Winters       Alone in the room  Other Individual(s):

Ms. Wallace requested that each Board Member and Staff Member confirm they were able to hear one another. All confirmed.

- Mr. Parham
- Ms. Cox-Taliaferro
- Ms. Bailey
- Mr. Nwobilor
- Mr. Burkard
- Ms. Hankins
- Ms. Boone
- Ms. Woodard
- Mr. Winters

### Necessity of Meeting

Ms. Wallace informed all present that prior to proceeding with the electronic meeting, certain criteria for continuing with an electronic meeting must be met.

Next, Ms. Wallace informed all present that the purpose of this meeting was to ratify licenses - including new licenses and reinstated licenses - to ratify orders received after the Board's last meeting, and to consider other time sensitive matters. Because this Board was unable to convene in a physical location today to consider these matters - in light of the COVID-19 pandemic, for which the TN Governor and Mayor of Nashville have recommend limiting the number of attendees at meetings - this WebEx remote meeting was necessary.

A motion was made by Mr. Parham, to proceed with the electronic meeting, with a second made by Ms. Cox-Taliaferro; a roll call vote was conducted:

Discussion:  None OR  As Follows

Mr. Parham	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Cox-Taliaferro	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Bailey	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Mr. Nwobilor	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Mr. Burkard	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Hankins	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN

The motion passes.  YES       NO

In addition, all Board Members were asked to acknowledge whether they had received, prior to this meeting, copies of all the materials and documents that were to be discussed at this meeting.

Mr. Parham	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Ms. Cox-Taliaferro	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Ms. Bailey	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Mr. Nwobilor	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Mr. Burkard	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Ms. Hankins	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO

All Board Members confirmed that they did receive the materials prior to the meeting.

Finally, Ms. Wallace informed the Board that only certain matters are proper for a teleconference; accordingly, a motion was made by Ms. Bailey, that this meeting does meet this requirements, with a second made by Mr. Nwobilor that the matter or matters to be discussed met the following requirements:

The subject matter requires timely action;

The physical presence of all members is not possible considering the period of time required for action; and

The participation by some or all of the members of the Committee by electronic means is necessary.

Discussion:  None OR  As Follows

A roll call vote was conducted:

Mr. Parham	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Cox-Taliaferro	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Bailey	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Mr. Nwobilor	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Mr. Burkard	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Hankins	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN

The motion passes.  YES  NO

### **Public Comments**

It was noted that Public Comments would be heard during this meeting. Instructions were provided for all attendees via the WebEx system and phone call-in options. It was reminded that the Board may only take action on items that are listed on the agenda.

No one requested to make a public comment at this time.

**Conflict of Interest Statement**

Board Attorney, Eric Winters, reviewed the conflict of interest statement, which in summary, is in any circumstance in which a Board member’s individual interest impairs or impedes, or gives the appearance of impairing or impeding, his or her ability to make full, unbiased decisions or to provide full, unbiased service to the Board, they should recuse themselves.

**Approve Minutes from Board Meeting June 18, 2020**

A motion was made by Ms. Cox-Taliaferro, to accept the June 18, 2020, Minutes, with a second made by Mr. Burkard; a roll call vote was conducted:

Discussion:  None OR  As Follows

Mr. Parham	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Cox-Taliaferro	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Bailey	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Mr. Nwobilor	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Mr. Burkard	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Hankins	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN

The motion passes.  YES  NO

**Receive Reports and/or Requests from the Office of Investigations**

Ms. Lori Leonard gave the investigative/monitored practitioner reports to the Board. There are currently two (2) dietitian/nutritionist being monitored under a reprimand. Investigations show one (1) new complaint regarding unlicensed practice. There have been no complaints closed. One (1) complaint being investigated and reviewed.

**Receive Reports and/or Requests from the Division of Health Licensure and Regulation**

Ms. Wallace introduced the new Fiscal Director, Alicia Grice. Ms. Grice presented an unofficial year-end report for Fiscal Year ending June 30, 2020. The Board’s total direct expenditures were \$35,604.07, and the Board’s Revenue was \$86,605.00. Ms. Grice does not expect this to change drastically. It is expected that where we will see the most changes in is the total allocated expenditures, which is estimated at \$26,880.32. The Cumulative Carryover for this year is estimated to be \$24,120.61.

**Discuss legislation and take action if needed**

Mr. James Held, Legislative Liaison, was present to give the annual Legislative.

Public Chapter 594, Licensure accountability act, allows all health-related boards to act against a licensee that has been disciplined by another state for any acts or grounds that would be disciplined in our state.

Public Chapter 738 prohibits a government entity from authorizing the destruction of public records if the government knows that those records are subject pending record request. Took affect June 27, 2020.

Public Chapter 4, this chapter deals with telehealth. Insurance must reimburse for telehealth services.

In addition to the report previously provided, there will be an additional Public Chapter document to come from the legislative team soon to be updated to the website regarding telehealth.

### **Administrator's Report**

Ms. Woodard gave the administrative report to the Board. As of August 28, 2020, the Board has 2,106 licensed Dietitian/Nutritionists. Licensing activity from June 13,2020 to August 28, 2020 is 35 newly licensed, 0 temporary license, 3 Reinstated, 0 Failed to renew/Expired licenses, 2 Retired, 156 number of online renewals, and 58 number of paper renewals. The in-state lodging rate is \$179, in-state meals and incidentals is \$45.75 a day, standard mileage rate is \$0.47 a mile, and overnight meals and incidentals is \$61 a day. Conferences include 2020 Food and Nutrition Conference and Expo is October 17-20, 2020 in Indianapolis, IN.

Board Meeting Dates for 202 include:

- Friday, March 5, 2021
- Thursday, September 2, 2021

### **OGC Report and Requests**

Mr. Winters reviewed the OGC report with the Board, inclusive of a review of the Open Meetings Act, and that there are currently no open disciplinary or rule items open with the OGC on behalf of this Board at this time.

### **Applicant Interviews/File Reviews**

There were no applicant interviews or file reviews for the Board to go over today.

### **Ratification List – Newly licensed**

Ms. Wallace confirmed that the files on this list have been reviewed and found complete and in good order according to the Rules for licensure.

**Newly Licensed**

3837 Deborah Armbruster  
3836 Tracie Jane Bock  
3862 Montana Grace Bryan  
3843 Danielle Dahlin  
3841 Patricia Evelyn Fenoff  
3832 Jana Gaston  
3839 Nicole Haskins  
3854 Alayna Horvath  
3846 Ellen Jones  
3824 Catherine J Lynn  
3865 Rebekah Irene Miller  
3833 Candace Leigh Mooney  
3848 Anna Novak  
3842 Emilie Rice  
3825 Hannah Rule  
3829 Joseph R Stanzione  
3858 Carolyn Elizabeth Williamson  
3830 Jordan Yseth

3857 Caroline Jane Bishop  
3834 Jonathan Brainard  
3852 Seena Maria Ferrari Curry  
3838 Ann Feely  
3849 Jessica Fentress  
3840 Anthony L Hackworth JR  
3866 Grace Hooker  
3871 Alexandra Welch Hutchison  
3845 Joanna Koehler  
3831 Miranda Miller  
3798 Lucia Isac Mitchell  
3826 Amy Leigh Myers  
3835 Kathleen Lauren Price  
3851 Veronica Rubio  
3850 Andrew Thomas Seiber  
3859 Dalton Timbs  
3823 Robin Winkler

A motion made by Ms. Cox-Taliaferro, to approve, with a second made by Ms. Haskins; a roll call vote was conducted:

Discussion:  None OR  As Follows

Mr. Parham	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Cox-Taliaferro	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Bailey	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Mr. Nwobilor	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Mr. Burkard	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Haskins	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN

The motion passes.  YES  NO

**Ratification List – Reinstated Licenses**

Ms. Wallace confirmed that all files on this list have been reviewed and found complete and in good order according to the Rules for reinstatement of licensure.

**Reinstated**

2701 Pamela May Bartz  
1496 Amanda Rochelle Welch

1653 Kelly Yvonne Kinney

A motion made by Ms. Bailey, to approve, with a second made by Ms. Cox-Taliaferro; a roll call vote was conducted:

Discussion:  None OR  As Follows

Mr. Parham	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Cox-Taliaferro	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Bailey	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Mr. Nwobilor	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Mr. Burkard	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Hankins	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN

The motion passes.  YES  NO

### **Ratification List – Closed/Withdrawn Files**

There were no closed or withdrawn files to present to the Board today.

### **Taskforce/Committee Reports**

There were no taskforce or committee reports to present to the Board today.

### **Discuss and take action as necessary regarding rulemaking, rulemaking hearings, rule amendments, and policies**

There were no rule-related items to present to the Board today.

### **Correspondence Review**

There were no correspondence items to present to the Board today.

### **Conference/Event Reports**

At our last meeting, held in June, there were no Board Members that indicated that they were available to participate in the annual FNCE meeting which was still slated to be held in person. It has been converted and is now being held via virtual means from October 17-20.

No board members were available to attend the virtual event.

In addition, the Board did approve for Mr. Winters to attend the FARB Regulatory Law Conference, being held virtually from October 1-3, however, due to a scheduling conflict, Mr. Winters will not be able to attend.

**Discuss Old & New Board Business**

There were no old or new business items to be reviewed today.

**Board Election of Officers**

New officers will take their places as of the next Board Meeting, which is scheduled for March 5, 2021.

Ms. Bailey, Mr. Burkard, Mr. Nwobilor, and Ms. Cox-Taliaferro are the Board Members who are in an active term that extends to the next meeting, thus are eligible to hold an office. Mr. Parham noted that although his term as consumer member is expiring, he is willing to continue to serve until such time as a replacement is appointed. Mr. Burkard stated he would defer to other members to hold the offices.

Ms. Bailey was nominated for Board Chair by Mr. Burkard, with a 2<sup>nd</sup> by Mr. Parham; she accepted. No other nominations were heard.

Ms. Cox-Taliaferro for Board Secretary Ms. Bailey, with a second by Ms. Hankins; she accepted. No other nominations were heard.

A motion made by Mr. Nwobilor, to accept the nominations of Ms. Bailey for Chair and Ms. Coz-Taliaferro for Secretary, with a second made by Mr. Burkard; a roll call vote was conducted:

Discussion:  None OR  As Follows

Mr. Parham	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Cox-Taliaferro	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Bailey	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Mr. Nwobilor	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Mr. Burkard	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Hankins	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN

The motion passes.  YES  NO

**Call for Public Comment**

Ms. Wallace stated that the meeting would be opened one final time for Public Comments and reminded all participants of the instructions for making a comment via the WebEx virtual meeting platform. She reminded all participants that the Board may only take action on items that were listed on today’s agenda.

One Public Comment:

Ms. Spring Garner – She would like to know how to get the information about the new telehealth Public Chapter mentioned earlier, Director Wallace informed her that as soon as the final report is received from the legislative team, it will be posted to the Board’s website Legislative page.



No one else indicated they wanted to make a comment.

**Adjournment**

A motion made by Ms. Cox-Taliaferro, to adjourn, with a second made by Ms. Bailey; a roll call vote was conducted:

Discussion:  None OR  As Follows

Mr. Parham	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Cox-Taliaferro	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Bailey	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Mr. Nwobilor	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Mr. Burkard	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN
Ms. Hankins	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> RECUSED	<input type="checkbox"/> ABSTAIN

The motion passes.  YES  NO

This meeting of the Dietitian/Nutritionist Board was adjourned at 9:51am CST.

**These minutes were ratified by the Board at the March 5, 2021 meeting**

  
Board Chair

  
Date