

Meeting Minutes  
IOWA BOARD OF DIETETICS  
December 7, 2012  
Lucas State Office Building, 5<sup>th</sup> Floor Conference Room #526  
Des Moines, Iowa

**Call to Order**

The Meeting was called to order by Janet Johnson, Chair, at 10:00 am.

**Roll/Call/Introductions**

Members Present:

Daniel Deutschman, Public Member

Bridget Drapeaux, MA, RD, LD

Janet Johnson, MS, RD, LD

Steven Kury, Public Member

Members Absent:

Stacey Loftus, RD, LD

Staff Present:

Sharon Dozier, Board Executive

Tammy Hidlebaugh, Licensure Specialist

September Lau, AAG

Barb Huey, Bureau Chief

Barb Christiansen, Administrative Assistant

Guests Present:

Sandi Ryan, IAND Representative

**Review Agenda**

No changes were made.

**Approval of Minutes**

A motion was made by Johnson to approve the September 14, 2012 conference call meeting minutes with corrections. A second was received from Kury. All ayes, opposed none, motion carried.

A motion was made by Johnson to approve the October 15, 2012 conference call meeting minutes with corrections. A second was received from Deutschman. All ayes, opposed one, motion carried.

## **Reports**

Board Executive: Sharon Dozier provided a handout of guidelines on adverse actions, which provides a means for processing applications meeting certain criteria pertaining to the conviction of a crime. For convictions meeting the criteria in the guidelines, it is not necessary for the board to conduct further review. Dozier asked the board if any changes are needed in the guidelines. All board members agreed to keep the guidelines as currently written.

Dozier stated that she met with AAG Lau and Janet Johnson to discuss a possible technical amendment to Iowa Code Chapter 154A. Johnson will further address this item, and a review of board rules. Dozier further reviewed the process of requesting a technical amendment. Each year, the Department of Public Health has a legislative technical amendments bill. Requests need to be submitted during the summer months for inclusion in the bill, so the process of review needs to begin early in the year.

Bureau Chief: Barb Huey noted that staff now completes an additional form for board rules, to comply with Executive Order 80. Huey also discussed securemail. She noted that attachments need to be saved to a document file, as these will disappear within 14 days.

AAG: September Lau reviewed Executive Order 80. This order provides a means for initiating stakeholder groups for the purpose of making recommendations to boards and agencies regarding rulemaking. These recommendations are not binding on board decisions.

Chair: Janet Johnson stated that she is appointing a Rules Committee to review viticulture as it relates to continuing education. Johnson appointed the following committee members:

Rules Committee: Johnson and Deutschman

Discipline Committee: Johnson and either Loftus or Kury, depending on the issue.

Johnson stated her interest in a technical amendment to allow the board to take stronger action against unlicensed individuals. She proposes that the board discuss a possible technical amendment at the March 8 meeting, and to request guidance from AAG Lau on this issue. Everyone agreed that this issue will be on the agenda for review at the March meeting.

## **Administrative Rules**

None

## **Applications**

The list of licenses was distributed.

## **Old Business**

None

**New Business**

None

**Public Comment**

Sandi Ryan commented that the Iowa Academy of Nutrition and Dietetics will be supportive of board action to increase penalties on unlicensed individuals.

**Complaints****Open Session:**

Cases 11-004 and 12-004 – Alleged unlicensed practice. A letter of Inquiry was sent by the board in June of 2011, which included specific questions regarding nutrition services and referrals. There was no response, and the case was referred for investigation. Following discussion, a motion was made by Kury to send a cease and desist letter for cases 11-004 and 12-004. A second was received from Drapeaux. All ayes, opposed none, motion carried.

**Closed Session:**

A motion was made by Johnson to enter into closed session at 10:34 am to discuss confidential materials according to Iowa Code Chapter 21.5(1) a. A second was received from Deutschman.

Roll call taken:

Kury - aye

Johnson - aye

Deutschman - aye

Drapeaux - aye

Motion carried.

The board returned to open session at 10:55 am.

**Next Board Meeting**

March 8, 2013

**Adjournment**

A motion was made by Deutschman to adjourn the meeting at 10:58 am. A second was received from Johnson. All ayes, opposed none, motion carried.

The minutes were approved at the March 8, 2013 board meeting.