

NORTH CAROLINA BOARD OF DIETETICS/NUTRITION
BOARD MEETING
9:00 A.M.
1135 KILDAIRE FARM ROAD, SUITE 200
CARY, NC 27511

[ELECTRONIC ONLY MEETING]

OPEN MINUTES: May 16, 2025

Board Members: Sarah Thomas, Babbi Hawkins, Deanna Didiano, Janice Shannon, Maggie King, Patricia Pitts

Staff: Marnie Jones, *Executive Director*; Frances Cheung, *Licensing Administrator*; Laine Moye, *Licensing Coordinator*

Guest(s): Henry Jones, *NCBDN General Counsel*

Absent: Christie Nicholson

Call to Order – Sarah Thomas

The meeting was called to order at 9:09 a.m. A quorum was present. No conflicts of interest were presented.

The agenda was sent out to the Board electronically for review. Patricia made a motion to approve the agenda as presented. Maggie seconded the motion. Roll call to approve agenda:

- Babbi – Approve (& present)
- Dr. Didiano – Approve (& present)
- Janice – Approve (& present)
- Maggie - Approve (& present)
- Patricia – Approve (& present)
- Sarah - Approve (& present)

Secretary's Report – Patricia Pitts

The April 2025 open and closed meeting minutes were provided for electronic review prior to the meeting. Dr. Didiano motioned to approve the minutes as presented. Maggie seconded the motion. Sarah asked if there was any discussion on the motion. No further discussion. Roll call to approve motion: Babbi – Yes, Dr. Didiano – Yes, Janice – Yes, Maggie – Yes, Patricia – Yes, Sarah – Yes.

Treasurer's Report – Marnie Jones (for Christie Nicholson)

The April 2025 Cash Flow report, Savings report, Budget report, and Investment report were sent for prior review to the Board electronically. Marnie walked the Board through the Investment report, which looks a little different this month, as it is starting to reflect the updates and changes with the ICS account and disbursement of insured funds through Live Oak Bank.

Draft Budget Review – Marnie Jones

Marnie walked the Board through the proposed draft budget for FY 2025-2026. Previous to this meeting, Marnie and Christie have gone through each line item together. Marnie noted that if anyone has any questions, concerns or suggestions for any changes, updates can be made before the final version of the Budget is voted on during the Board meeting in June. The new budget will begin on July 1st.

Maggie motioned to approve the April financial reports as presented. Janice seconded the motion. Sarah asked if there was any discussion on the motion. No further discussion. Roll call to approve motion: Babbi – Yes, Dr. Didiano – Yes, Janice – Yes, Maggie – Yes, Patricia – Yes, Sarah – Yes.

Public Comment – Sarah Thomas

- N/A

Licensing Administrator Report – Frances Cheung

Frances reported the total active licensee count at 4,607. Additionally, there were nine Provisional licensees since the last Board meeting on April 25, 2025. Since the last administrative numbers report given on April 25th, there have been 29 new licensees, zero licensees have gone inactive, and two licensees have relinquished.

A late renewal email reminder went out to all expired licensees in mid-May.
137 licensees currently have expired status.

Closed Session

Patricia motioned to close the meeting for discussion regarding **Investigations**, pursuant to Article 33C of Chapter 143, §143-318.11(7) and NCBDN ByLaws, Article V (5) Section 4 (7). In addition, closure for **Legal Consultation**, pursuant to Article 33C of Chapter 143, §143-318.11(3); Article V (5) of the Bylaws, Section 4 (3) and **HR/Qualifications of Employee(s)** pursuant to Article 33C of Chapter 143, §143-318.11(6) and NCBDN ByLaws, Article V (5) Section 4(6). Maggie seconded the motion. No further discussion. Roll call to approve motion: Babbi – Yes, Dr. Didiano – Yes, Janice – Yes, Maggie – Yes, Patricia – Yes, Sarah – Yes.

- There were no members of the public to move to the waiting room.

Investigations – Marnie Jones

Please see the Investigation report for full details.

- Henry joined the meeting at 9:40 am.

Legal Consultation – Henry Jones

- Maggie left the meeting at 10:08 am.
- Henry left the meeting at 10:32 am.

- Marnie, Frances and Laine were moved to the waiting room at 10:33 am.

HR Committee Discussion – Sarah Thomas

The Board discussed employee reviews and HR Committee recommendations. See HR Committee report for details.

- Marnie, Frances and Laine rejoined the meeting at 10:40 am.

Dr. Didiano motioned to reopen the meeting. Janice seconded the motion. No discussion. Roll call to approve motion: Babbi – Yes, Dr. Didiano – Yes, Janice – Yes, Patricia – Yes, Sarah – Yes.

- There were no members of the public waiting to reenter.

Open Session – Sarah Thomas & Marnie Jones

Actions related to closed session:

1. Janice motioned to propose revoking the license for the Intervention Program Participant, subject to a hearing. Patricia seconded the motion. No discussion. Roll call to approve the motion: Babbi – Yes, Dr. Didiano – Yes, Janice – Yes, Patricia – Yes, Sarah – Yes.
2. Janice motioned to approve recommendations by the HR Committee for review period 2024-2025. Dr. Didiano seconded the motion. No discussion. Roll call to approve the motion: Babbi – Yes, Dr. Didiano – Yes, Janice – Yes, Patricia – Yes, Sarah – Yes.

Unfinished Business/New Business – Marnie Jones & Frances Cheung

- Marnie provided an update on HB763, the reciprocity license bill that was discussed at the last Board meeting. Marnie recently attended the finance committee meeting where the bill was being heard, and a change was made to the bill, whereby all healthcare boards under Chapter 90 will be exempt.
- Frances shared that she reached out to other NC Boards and other State Nutrition and Dietetic Boards to inquire how they handle retired licensees, and provided a summary of the responses, noting that there was not one consistent or singular approach to how other Boards handle retired licensees. As discussed at the last Board meeting, in order to have a separate “Retired” category, the law would need to be changed. Therefore, it would make the most sense to keep the current categories of Active, Inactive and Relinquish and provide more detail for when a licensee should choose the different statuses, as well as specifically calling out Retired licensees and what options would make the most sense for them.

Public Comment – Sarah Thomas

- N/A

Patricia motioned to adjourn the meeting at 10:52 a.m. Janice seconded the motion. No further discussion. Roll call to approve motion: Babbi – Yes, Dr. Didiano – Yes, Janice – Yes, Patricia – Yes, Sarah – Yes.