

**Board of Dietetics and Nutrition Practice**  
2829 University Avenue SE, Suite #402, Minneapolis, MN 55414  
(651) 201-2764

**Board Minutes**  
**October 14, 2014**

Board Members Present: Chair Debra Sheats, Kristin Halonen, Stacey Millett, Sue Parks, Rebecca Werner, Lea Wetzell

Also Attending: MAND Representatives/Ruth Grendahl, ED/ Anna Hartsel, Admin Specialist/ Hans Anderson, AGG

Quorum - The meeting was called to order by Chair Sheats at approximately 12:00PM in the Office Conference Room, 2829 University Avenue SE, #402, Minneapolis, MN. A quorum was declared.

Agenda - Motion to approve the agenda by Werner, seconded by Wetzell; motion carried.

Minutes - Motion to approve the June 10, 2014 minutes by Werner, seconded by Halonen; motion carried.

Licenses Issued - Grendahl presented the recently approved applicants and reinstatements, granting dietitian and nutritionist licensure from June 11 to October 14, 2014. All applicants provided fully completed applications, appropriate fees, and required documentation. Based on review of the applications, Grendahl directed that licenses be issued as authorized by the full board.

Dietitian Licensees Issued

Akhaphong, Andrew	Anderson, Kirsten	Andrist, Dacia
Berlin, Amanda	Bratek, Rachel	Bricko, Kristen
Brown, Elizabeth	Carlson, Lauren	Crawford, Brittany
Crum, Amy	Evans, Heather	Fratzke, Jessica
Frie, Kirsten	Gangestad, Tina	Gatzow, Lindsey
Hackbarth, Jennifer	Heffner, Amanda	Jeffers, Laura
Johnson, Kelsey	Johnson, Shelby	Marquette, Autumn
Menapace, Jeanette	Monroe, Carly	Motl, Sarah
Nagel, Joan	Ness, Erin	Norman, Jessica
O'Connell, Lorna	Oemichen, Megan	O'Toole, Sarah
Pape, Jena	Pass, Rachelle	Pepin, Jennifer
Phelps, Kaci	Rademacher, Megan	Roehrda, Jennifer
Semling, Lauryn	Smith, Carolyn	Stangland, Jenna
Stewart, Farrah	Strot, Nancy	Thooft, Alyssa
Trautz, Michelle	Vargason, Jessica	Vitteck, Susan
Wacker, Laura	Walsh, Natalie	Wiesenbur, Ashley
Wilde, Hilary	Wilson, Jo-Anne	Zavadil, Katherine
Zeal, TyAnn	Zillmer, Megan	

Nutritionist Licensees Issued

Dienhart, Catherine                      Ebner Miranda

License Reinstatements

Barts, Sarah J.                              Berg, Vanessa

Motion by Halonen, seconded by Millett to accept the licensure report; motion carried.

Financial Reports - Grendahl reviewed current revenue and expenditure data and reported that reserves were depleted due to over collection starting in 2006, when reduced from \$75 set in Rules to \$45. Reserves decreased from \$276,922 in 2010 to a projected \$50,434 in 2015. Several fee proposals were discussed to replenish necessary reserves, taking into account several variables including the e-licensing surcharge will sunset June 30th. The Board appropriation was \$101,000 in FY03 and the current appropriation is \$111,000 thirteen years later, an average of less than 1% increase per year not keeping pace with inflationary operating expenses. Motion by Millett, seconded by Werner to accept the financial reports, set the 2014 renewal fee at \$68 and \$75 in 2015 under the assumption of the sunset of the e-licensing surcharge and to request a \$13,000 increased appropriation; motion carried.

Grendahl reported that past renewal periods have been from October 1 until November 30. Due to implementation of the new database, the 2014 renewal period will be from November 1 until November 30. Discussion took place regarding continuing this shorter time period for future renewals. Proposed changes to the renewal forms and new applicant forms were reviewed and by the Board, including changes to the Tennessen notification. Motion by Millett, seconded by Wetzell to approve the renewal time period and updated renewal and new applicant renewal forms; motion carried.

Legislative review discussion focused on the 2014 legislation, requiring the Board to create a new license type, military temporary permits. Currently there is a revenue appropriation to do so through rulemaking. Grendahl presented that it would be more efficient and cost effective to pursue legislative approval versus the cumbersome rulemaking process. Motion by Millett, seconded by Wetzell to approve the policy change item and pursue legislatively the required military temporary permits; motion carried.

The Board conducted an annual performance review and determined that Grendahl performs extremely well in all position description areas. Completion of a new database has been a Board priority and with its' recent completion DNP will be the first small Board to utilize it with the November 1<sup>st</sup> renewals. The Board certified the employee's performance exceeds standards and approved an achievement award of \$2,000. Motion by Werner, seconded by Wetzell; motion carried.

2015 meeting schedule is; February 10, June 10 and October 13.

Motion to adjourn at 1:15 by Werner, seconded by Millett; motion carried.

Ruth Grendahl/Executive Director