

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

Board Minutes
October 2, 2018

Board Members Present: Chair Debra Sheats, Samuel Ankrah, Sue Parks, Margaret Schreiner, Rebecca Werner, Lea Wetzell,

Also Attending: 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 Schreiner, seconded by Werner; motion carried.

Minutes - Motion to approve the February 6, 2018 minutes; motion by Wetzell, seconded by Schreiner; motion carried.

Financial Reports - Grendahl reviewed current revenue and expenditure financial reports. Motion by Schreiner, seconded by Werner to accept the financial reports; motion carried.

MAND Report – Donna Gjesvold reported that MAND was celebrating its 100th anniversary this year.

FY20/FY21 Biennial Budget Report – Grendahl recommended the Board request a Small Board increase. Motion by Schreiner, seconded by Wetzell to request no more than a 12% small agency increase to be determined by the executive director; motion carried.

2018 License Fee & Renewal Application – Grendahl reviewed Board financial reserves, estimated to not exceed what is allowed per statute and an updated license renewal application. Motion by Wetzell, seconded by Ankrah to approve the updated renewal application and that the \$75 renewal fee is appropriate; motion carried.

Licenses Issued - Grendahl presented the recently approved applicants, granting dietitian and nutritionist licensure from February 6, 2018 to October 1, 2018. 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. Motion by Wetzell, seconded by Ankrah to accept the licensure report; motion carried.

Dietitian Licenses Issued (122)	Moriarity, Brittony	Voeltz, Shelby
Curfman, Michelle	Wooten, Safiya	Ackart, Elizabeth
Raatz, Susan	Anderson, Elise	Brooks, Sarah
Chen, Katy	Jessessky, Colleen	Ma, Yiwei
Berg, Vanessa - Reinstatement	Landgrebe, Erin	Uhl, Martha
Gross, Angela	Schermer, Jaclyn	Butterbrodt, Alexandra
Skeba, Stephanie	Schoenberg, Lynn	Pullin, Alexandra
Blazevic, Kathryn	Devlin, Maureen	Tang, Hsuanting
Johnson, Christine	Dietrich, Dustin	Bauer, Ellie
Carr, Mollie	Wandell, Hayley	Knaebe, Bronwyn
Gallagher, Abby	Pogatschnik, Cassandra	Vold, Shana
	Northrop, Alyssa	Nordstrom, Jennifer

Olson, Joann	Flaskerud, Katrina	Moriarty, Angela
Spach, Katey	Gehl, Ashley	Ramstad, Cassandra
Clinton, Angela	Holicky, Kayla	Severude, Kiersten
Cormican, Jeanine	Hosfield, Cassandra	Stone, Krystle
Rott, Kristy	Johnson, Meredith	Alberts, Ashlee
Rowberry, Rachelle	Leland, Jenna	Wolf, Jennifer
Duncan, Fiona	Pavelka, Sarah	Eisenhut, Lindsay
McMillan, Emily	Sandhoefner, Kelli	Noe, Megan
Gardner, Mindy	Sholomskas, Leslee	Price, Kathleen
Kalinsky, Kristi	Johnson, Anna	Haas, Casey
Larson, Anastasia	Baldwin, Corey	Harbst, Morgan
Shivers, Zachary	Hanson, Mary	Johnson, Patrick
Heronimus, Anna	Kerns, Krystal	Kraemer, Krystal
Kunde, Molly	Hertel, Danielle	Opichka, Katelyn
Stille, Lauren	Baisa, Gena	Round, Allison
Velez, Paola	Glazos, Madeline	Borys, Kristine
Gutzmann, Tracy	Kmett, Rachel	Forrester, Kelsea
Rivera, Ada	Mashek, Madison	Heidmann, Jena
Anderson, Toni	Paruzynski, Hannah	Jambois, Rachel
Benson, Allison	Schalow, Emma	Lundmark, Kaleena
Foley, Laura	Supplee, Sara	Sellner, Katie
Klug, Morgan	Swetland, Kelsi	Yseth, Jordan
Vettleson, Lindsay	Hunter, Danielle	Colangelo, Keighly
Machmeier, Kelly	Kingsborough, Jennifer	Soleim, Amanda
Nelson, Amera	Myhran, Sarah	
Nett, Kjersten	Larson, Heather	
VanRay, Lisa	Littlejohn, William	
Fogel, Linda	Marsh, Rachel	
Hill, Danielle	Martell, Carolyn	
Kashtan, Laura	Penick, Danielle	
Gessell, Anna	Bitter, Emily	
Cox, Tara	Guzman, Ana	

Nutritionists Issued (5)

Wagner, Michael - Reinstatement	LN
Peterson, Alyssa	LN
Schreiber, Scott	LN
Hanson, Amber	LN
Aubrecht, Serina	LN

Approval of License Reinstatement Report; motion by Ankrah, seconded by Wetzell; motion carried.
Vanessa, Berg, Michael Wagner

Executive Director Re-Allocation Update – Grendahl reported the Hay Rating process for evaluating the executive director position was completed May 21, 2018 and the trend indicated a ranking of 13M rather than the current 10M. Motion by Schreiner, seconded by Ankrah for the Board Chair to forward a letter to MMB Commissioner Myron Frans requesting the 13M designation.

CE Audits – it was determined that certificates of attendance are required as verification of attendance for the CE audit. Motion by Werner, seconded by Schreiner; motion carried.

Executive Director Annual Review - The Board conducted an annual performance review and determined that Grendahl performs extremely well in all position description areas. The Board certified the employee's performance exceeds standards and approved an achievement award of \$2,000. Motion by Werner, seconded by Schreiner; motion carried.

Internal Control Assessment Report – Grendahl reviewed the MMB Internal Agency Internal Control System Certification Form and Control Environment Self-Assessment. It was a requirement this year the Chair of each Board review the Internal Control Assessment document and complete the certification form.

Grendahl reported the office lease expires in 1/2021 and the Department of Administration Real Estate Management Division was reviewing space planning with each Board. Motion by Werner, seconded by Schreiner to support leasing the current space depending on the terms.

Motion by Schreiner, seconded by Wetzell to approve the 2019 meetings dates of February 12, June 4, October 1; motion carried.

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

Ruth Grendahl/Executive Director