

**The Kentucky Board of Licensure and Certification for Dietitians and Nutritionists**  
**Regular Board Meeting**  
**April 29, 2026**  
**10:00 a.m.**

A regular board meeting of the Kentucky Board of Licensure and Certification for Dietitians and Nutritionists was conducted on Wednesday, April 29, 2026, at the Department of Professional Licensing, 500 Mero Street, Frankfort, Kentucky 40601 and via Microsoft Teams.

**Members Present**

Erin Eliassen  
Jenna Richie  
Carolyn Hofe  
Rayona Baker  
Emily Bugay

**Department of Professional Licensing**

Sara Janes, PPC, OLS, Board Counsel  
Kristen Lawson, DPL Commissioner  
Jeff Bardroff, Administrative Section Supervisor  
Ashley Cotton, Administrative Specialist Senior

**Guests**

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**Call to Order**

Chair Eliassen called the meeting to order at 10:03 a.m.

**Approval of Minutes**

Ms. Richie made a motion to accept the February 25, 2026, meeting minutes. Ms. Bugay seconded the motion, carried.

**Board Monthly Financial Report**

The financial reports for February and March 2026 were reviewed by the Board. No action taken.

**D.P.L. (Department of Professional Licensing) Report**

No report.

**Board Counsel Report**

No report.

**Old Business**

**New Business**

Board Counsel gave an overview of 26 RS HB 5/GA, 26 RS HB 36/EN, 26 RS HB 459/EN, 26 RS HB 185/EN, ORI# from KSP, and Investigative Services.

Chair Eliassen made a motion to authorize Ms. Richie to assist in obtaining an ORI number from KSP. The motion was seconded by Ms. Baker. Ms. Bugay abstained. Motion carried.

Ms. Richie made a motion to have legal counsel prepare a contract for investigative services. Motion seconded by Ms. Baker, carried.

**Applications Committee**

Ms. Richie moved to adopt the Applications Committee’s recommendations, approving the recommended applications, deferring those designated for deferral, and denying those recommended for denial. Motion seconded by Chair Eliassen, carried.

The board reviewed the Licensure Status Report. No action taken.

**Regulations Committee**

Chair Eliassen made a motion to approve and have legal counsel file administrative regulation drafts for 201 KAR 33:015, 201 KAR 33:020, Form DPL-DN-01, Form DPL-DN-02, and Form DPL-DN-03. Motion seconded by Ms. Baker, carried.

Chair Eliassen made a motion to allow Ms. Hofe to work with legal counsel for any editorial revisions that emerge prior to filing regulations. Motion seconded by Ms. Baker, carried.

**Approval of Per Diem**

Chair Eliassen moved, Ms. Richie seconded, and motion carried to approve the following per diem:

- Erin Eliassen – April 22, 2026 (Regulations Committee Meeting) and April 29, 2026 (Board Meeting).
- Jenna Richie – April 22, 2026 (Regulations Committee Meeting) and April 29, 2026 (Board Meeting).
- Emily Bugay – April 28, 2026 (Applications Committee Meeting) and April 29, 2026 (Board Meeting).
- Rayona Baker – April 28, 2026 (Applications Committee Meeting) and April 29, 2026 (Board Meeting).
- Carolyn Hofe – April 22, 2026 (Regulations Committee Meeting) and April 29, 2026 (Board Meeting).
- Delisa Brooks –
- Jessica Hogue –April 28, 2026 (Applications Committee Meeting).

**Next Scheduled Meeting**

The next scheduled board meeting is Wednesday, June 24, 2026, at 10:00 a.m. ET.

**Adjournment**

Chair Eliassen made a motion to adjourn the meeting. Motion seconded by Ms. Rayona, carried. Meeting adjourned at 12:00 p.m.



Erin Eliassen  
Board Chair