

The Kentucky Board of Licensure and Certification for Dietitians and Nutritionists
Regular Board Meeting
August 28, 2024
10:00 a.m.

A regular board meeting of the Kentucky Board of Licensure and Certification for Dietitians and Nutritionists was conducted on Wednesday, August 28, 2024, at the Department of Professional Licensing, 500 Mero Street, Frankfort, Kentucky 40601 and via Microsoft Teams.

Members Present

Lora Parks
Rayona Baker
Nicolle Meade
Carolyn Hofe

Department of Professional Licensing

Kristen Lawson, DPL Commissioner
April Alsbrook, Administrative Section Supervisor
Courtney Cook, Administrative Section Supervisor
Ashley Cotton, Board Specialist

Others Present

Clayton Patrick, Public Protection Cabinet Office of
Legal Services, Board Counsel
Whitney Duddey, KY Academy of Nutrition &
Dietetics

Call to Order

- Chair Parks called the meeting to order at 10:08 a.m.

Approval of Minutes

- Chair Parks made a motion to accept the May 29, 2024, meeting minutes. Ms. Hofe seconded the motion, carried.

Board Monthly Financial Report

- The financial reports for May, June, and July 2024 were reviewed by the Board. No action taken.

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

- No report. No action taken.

Board Counsel Report

- No report. No action taken.

Old Business

New Business

- The New CPE Activity Type was reviewed. No action.
- The KAND Letter to Licensure Board was reviewed. No action.

- The Meeting Schedule Inquiry was reviewed. Chair Parks made a motion to have legal counsel draft a response letter notifying the inquirer of schedule changes in 2025. Motion seconded by Ms. Meade, carried.
- The 2024 Dietitian Licensure Compact Legislative Summit Invitation was reviewed. Ms. Hofe made a motion to nominate Ms. Baker to attend the 2024 Dietitians Licensure Compact Legislative Summit on November 18-19, 2024, in Washington, D.C. Motion seconded by Chair Parks, carried.
- The Real ID Information was reviewed. Chair Parks made a motion to have Board Specialist send Real Id Information to all licensees via email. Motion seconded by Ms. Meade, carried.

Applications

- Chair Parks moved and Ms. Hofe seconded for the Applications Committee to enter closed session, pursuant to KRS 61.810(1)(j) and (1)(k) regarding deliberations of quasi-judicial bodies at which information protected by federal and state law may be discussed, to discuss applications. All being in favor, the Committee entered closed session at 10:40 a.m.
- Chair Parks moved, and Ms. Meade seconded for Applications Committee to leave closed session. All being in favor, the Committee reconvened in Open Session at 10:56 a.m.
- Chair Parks moved, Ms. Baker seconded, and motion carried to approve the application recommendations presented by the Applications Committee.
- The board reviewed the Licensure Status Report. No action taken.

Approval of Per Diem

- o Chair Parks moved, Ms. Meade seconded, and motion carried to approve the following per diem:
 - o Lora Parks – August 27, 2024 (Applications Committee Meeting), August 27, 2024 (3.25 Hours, Application Review), August 28, 2024 (Applications Committee Meeting), August 28, 2024 (Board Meeting).
 - o Carolyn Hofe – August 27, 2024 (Applications Committee Meeting), August 27, 2024 (3.25 Hours, Application Review), August 28, 2024 (Applications Committee Meeting), August 28, 2024 (Board Meeting).
 - o Rayona Baker – August 28, 2024 (Board Meeting).
 - o Nicolle Meade – August 28, 2024 (Board Meeting).

Next Scheduled Meeting

- o The next scheduled board meeting is Wednesday, October 30, 2024, at 10:00 a.m. EST.

Adjournment

- o Chair Parks made a motion to adjourn the meeting. Motion seconded by Ms. Baker, carried. Meeting adjourned at 11:00 a.m.

Lora Arnold Parks RDNLDCSG

Lora Arnold Parks
Board Chair