

The Kentucky Board of Licensure and Certification for Dietitians and Nutritionists
Regular Board Meeting
December 11, 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, December 11, 2024, at the Department of Professional Licensing, 500 Mero Street, Frankfort, Kentucky 40601 and via Microsoft Teams.

Members Present

Rayona Baker
Carolyn Hofe
Erin Eliassen
Emily Bugay

Department of Professional Licensing

Kristen Lawson, DPL Commissioner
April Alsabrook, Administrative Section Supervisor
Courtney Cook, Administrative Section Supervisor
Ashley Cotton, Administrative Specialist Senior

Members Absent

Jenna Richie

Others Present

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

Call to Order

Chair Baker called the meeting to order at 10:09 a.m.

Approval of Minutes

Ms. Eliassen made a motion to accept the October 30, 2024, meeting minutes. Ms. Bugay seconded the motion, carried.

Board Monthly Financial Report

The financial reports for October and November 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

The 2024 Dietitian Licensure Compact Legislative Summit was discussed. No action.

New Business

The email from WV Board of Licensing Dietitians was reviewed. No action.

The IBCLC Licensure Collaboration inquiry was reviewed. The Board agreed to allow IBCLC to present at the next Board Meeting. Chair Baker made a motion to allow Board Administrator to collaborate with IBCLC regarding presentation. Motion seconded by Ms. Hofe, carried.

Chair Baker made a motion to send an Appreciation Plaque to Lora Arnold Parks. Motion seconded by Ms. Eliassen, carried.

The Unlicensed Professional inquiry was reviewed. Chair Baker made a motion to send the unlicensed individual a cease-and-desist letter. Motion seconded by Ms. Bugay, carried.

Chair Baker moved, Ms. Bugay seconded, and motion carried to accept the 2025 Meeting Schedule as follows:

<u>Regulations Committee</u>	<u>Applications Committee</u>	<u>Board Meetings</u>
February 19, 2025	February 25, 2025	February 26, 2025
April 23, 2025	April 29, 2025	April 30, 2025
June 18, 2025	June 24, 2025	June 25, 2025
August 20, 2025	August 26, 2025	August 27, 2025
October 22, 2025	October 28, 2025	October 29, 2025
December 3, 2025	December 9, 2025	December 10, 2025

All Board Meetings and Regulations Committee Meetings will start at 10 am EST.

All Applications Committee Meetings will start at 9 am EST.

The Officer and Committee Appointments will remain the same.

Applications

Chair Baker 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 10:55 a.m.

Chair Baker moved, and Ms. Eliassen seconded for Applications Committee to leave closed session. All being in favor, the Committee reconvened in Open Session at 11:00 a.m.

Chair Baker moved, Ms. Hofe 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

Ms. Hofe moved, Ms. Bugay seconded, and motion carried to approve the following per diem:

- Rayona Baker – December 10, 2024 (2 hours - Applications Review), December 11, 2024 (Applications Committee Meeting), and December 11, 2024 (Board Meeting).
- Carolyn Hofe – December 4, 2024 (Regulations Committee Meeting), December 10, 2024 (2 hours – Applications Review), December 11, 2024 (Applications Committee Meeting), and December 11, 2024 (Board Meeting).
- Erin Eliassen – December 4, 2024 (Regulations Committee Meeting) and December 11, 2024 (Board Meeting).
- Jenna Richie – December 4, 2024 (Regulations Committee Meeting).
- Emily Bugay – December 10, 2024 (2 hours – Applications Review), December 11, 2024 (Applications Committee Meeting), and December 11, 2024 (Board Meeting).

Next Scheduled Meeting

The next scheduled board meeting is Wednesday, February 26, 2025, at 10:00 a.m. EST.

Adjournment

Chair Baker made a motion to adjourn the meeting. Motion seconded by Ms. Hofe, carried. Meeting adjourned at 11:03 a.m.

A handwritten signature in cursive script that reads "Rayona Baker, RDN, LD". The signature is written in dark ink on a light-colored background.

Rayona Baker
Board Chair