

The Kentucky Board of Licensure and Certification for Dietitians and Nutritionists
Regular Board Meeting
October 30, 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, October 30, 2024, at the Department of Professional Licensing, 500 Mero Street, Frankfort, Kentucky 40601 and via Microsoft Teams.

Members Present

Rayona Baker
Lora Parks
Carolyn Hofe
Erin Eliassen
Jenna Richie
Emily Bugay

Department of Professional Licensing

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

Others Present

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

Call to Order

Chair Baker called the meeting to order at 10:06 a.m.

Ms. Emily Bugay was sworn in as a Board Member for the Kentucky Board of Licensure and Certification for Dietitians and Nutritionists by Notary Lyndsay Sipple.

Approval of Minutes

Ms. Hofe made a motion to accept the October 29, 2024, meeting minutes. Ms. Richie seconded the motion, carried.

Board Monthly Financial Report

The financial reports for August and September 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

Ms. Hofe made a motion to send an Appreciation Plaque to Lisa Groft and Nicolle Meade. Motion seconded by Ms. Richie, carried.

Ms. Parks made a motion to have Chair Baker, Ms. Hofe, and Ms. Bugay serve on the Applications Committee. Motion seconded by Ms. Richie, carried.

Chair Baker made a motion to have Ms. Hofe, Ms. Richie, and Ms. Eliassen serve on the Regulations Committee. Motion seconded by Ms. Bugay, carried.

Applications

Ms. Hofe moved, and Chair Baker 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 10:45 a.m.

Ms. Hofe moved, and Chair Baker seconded for Applications Committee to leave closed session. All being in favor, the Committee reconvened in Open Session at 10:53 a.m.

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

- Rayona Baker – October 29, 2024 (Special Board Meeting) and October 30, 2024 (Board Meeting).
- Lora Parks – October 20, 2024 (4.5 hours Applications Review), October 29, 2024 (Special Board Meeting), October 30, 2024 (Applications Committee Meeting), and October 30, 2024 (Board Meeting).
- Carolyn Hofe – October 20, 2024 (4.5 hours Applications Review), October 29, 2024 (Special Board Meeting), October 30, 2024 (Applications Committee Meeting), and October 30, 2024 (Board Meeting).
- Nicolle Meade – October 29, 2024 (Special Board Meeting).
- Erin Eliassen – October 29, 2024 (Special Board Meeting) and October 30, 2024 (Board Meeting).
- Jenna Richie – October 29, 2024 (Special Board Meeting) and October 30, 2024 (Board Meeting).
- Emily Bugay – October 30, 2024 (Board Meeting).

Next Scheduled Meeting

The next scheduled board meeting is Wednesday, December 11, 2024, at 10:00 a.m. EST.

Adjournment

Ms. Richie made a motion to adjourn the meeting. Motion seconded by Ms. Parks, carried. Meeting adjourned at 11:16 a.m.

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

Rayona Baker
Board Chair