



Board Meeting Minutes – 2.26.24
Regular Meeting via Zoom
9:00 a.m. (CDT)

Mission Statement: To protect the public and ensure compliance with the NDCC 43-44.

Board Members Present: Meredith Wagner, Janel Getz, Amanda Ihmels, Nancy Overson, Courtney Hoikkala, and Brooke Fredrickson, NDBODP Executive Secretary

Also present: Matt Menge, Legal Counsel; Erin Berentson, NDAND; Nathan Svihovec & Carolyn Laird from the Occupational Licensure Study

- I. **Call to Order:** Meredith called the meeting to order at 9:01 a.m.
- II. **Procedure for Guests:** Meredith shared that guests are welcome to attend the meeting, but may only speak if called upon by the board chair.
- III. **Occupational Licensure Study Interview**
 - a. Nathan Svihovec explained the purpose of the study and asked for clarification on some of the questionnaire answers that were submitted by the Board. He reviewed the data report showing an average of 4.6 days to license RDs and 10 days to license LNs. He thanked the board for their participation and reported that he will be sharing this information with the legislature in the coming session.
- IV. **Approval of Minutes**
 - a. 10.30.23 – Nancy moved to approve minutes; Amanda seconded. Motion passed.
 - b. 12.11.23 – Amanda moved to approve minutes; Janel seconded. Motion passed.
 - c. 1.5.24 – Amanda moved to approve minutes; Nancy seconded. Motion passed.
- V. **Financial Reports**
 - a. The board reviewed the transaction YTD report and profit loss statement from 10.1.23-2.25.24 showing a loss YTD. Nancy asked if this was typical, and Brooke explained that it is not. Since the auditor recommended that we not move renewal income to the next fiscal year (as we have done in the past), we will show a loss this year until renewal income comes in this summer. Amanda moved to approve the financial reports; Courtney seconded. Roll Call: Meredith – yea, Amanda – yea, Nancy, - yea, Courtney – yea, Janel – yea. Motion passed.
 - b. The board reviewed the results from the state financial audit. Amanda moved to approve the financial audit report; Nancy seconded. Roll Call: Meredith – yea, Amanda – yea, Nancy, - yea, Courtney – yea, Janel – yea. Motion passed.

VI. Correspondence

- a. **CD rates** – Brooke updated board on plan to move CDs to get the best rates. The interest rates were the best for the length of time of our current CDs, so no changes were made.
- b. **Jenneifer Krieger McCurry** – She completed her probation period and provided a letter showing that her record had been cleared. Nancy moved to remove the conditions from her license; Amanda seconded. Roll call: Meredith – yea, Amanda – yea, Nancy, - yea, Courtney – yea, Janel – yea. Motion passed.

VII. Old Business

- a. **Dietitian License Compact.** Brooke shared that she had been contacted by the Academy of Nutrition and Dietetics that they would like the ND affiliate to move forward with introducing the Compact in the next session. The Academy is asking for support from NDBODP. Discussion was held about the Compact and how it might affect our statute and current board duties. Erin Berentson asked that NDBODP provide an opinion to NDAND by May so they can plan accordingly. Matt Menge suggested holding a special meeting so the board can review the legislation and provide a letter of recommendation to NDAND. The meeting was scheduled for April 15th at 9:00 a.m.

VIII. New Business

- a. **Gmail account:** Brooke reported that it has been over a year since we changed our email address to execsec@ndbodp.com and asked if we could delete the Gmail account as it is no longer in use. Nancy moved to cancel the Gmail account; Amanda seconded. Roll call: Meredith – yea, Amanda – yea, Nancy, - yea, Courtney – yea, Janel – yea. Motion passed.
- b. **Approval of New Licensees:** The board reviewed a list of the licenses that were granted between 10.1.23 and 2.15.24. Meredith requested to include reciprocity data going forward. Amanda moved to approve the new licensees; Courtney seconded. Roll call: Meredith – yea, Amanda – yea, Nancy, - yea, Courtney – yea, Janel – yea. Motion passed.
- c. **Review and Approve Renewal Applications:** Brooke presented copies of the current LN and LRD applications. Discussion was held if we should require licensees to upload verification of registration or certification status. It was decided to leave as is and have Brooke contact the organizations directly as she had been doing. There were no changes made to the renewal applications for 2024.

IX. Next Meeting

- a. Special meeting: Monday, April 15th at 9:00 a.m.
- b. Regular meeting: Thursday, September 26th in Jamestown

X. **Adjournment:** Meeting adjourned at 11:12 a.m.

Respectfully Submitted,



Brooke Fredrickson, NDBODP Executive Secretary