



**Board Meeting Minutes – 4/16/2026**  
**Virtual Special Meeting**  
**10:30 a.m. (CDT)**

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

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Board Members Present: Amanda Ihmels, Janel Getz, Courtney Hoikkala, Meredith Wagner, Heidi Voller  
Also present: Brooke Fredrickson (Executive Secretary), Ashley Roll (legal counsel)

- I. **Call to Order.** Meredith called the meeting to order at 10:32 a.m.
- II. **Procedure for Guests.** No guests present.
- III. **Review and Approve Minutes**
  - a. 1.22.26 – Janel moved to approve minutes, Courtney seconded. Motion passed.
- IV. **Old Business**
  - a. **LN Application – Amanda Phillips.** Amanda provided the requested documentation for her supervised practice experience. Upon review, she does not meet the hour requirements. Her total hours were 916.75 and her direct professional experience hours were 675.75. The board discussed that they would accept additional documentation or additional hours to meet the requirement. Brooke will notify Amanda via email.
- V. **New Business**
  - a. **ADA Compliance Website Changes.** Brooke was notified that the deadline to meet ADA compliance standards for our website is April 24th. She received quotes from both OnSharp (\$3000 + \$1068 for the ADA Compliance Widget) and Big Picture Software (\$6000) to bring website, licensing software, and associated documents in compliance. Meredith moved to approve spending for both OnSharp and Big Picture Software to make the required updates to our website, Janel seconded. Roll call vote: Meredith – yea, Heidi – yea, Courtney – yea, Amanda – yea, Janel – yea. Motion passed.
  - b. **Complaint – Jenna Bernhardt.** A complaint form was received regarding Jenna Bernhardt providing medical nutrition therapy without a license. The board reviewed the complaint and Jenna’s website. The website does indicate that Jenna provides individual nutrition recommendations for multiple disease states, and she is not licensed to practice MNT. Meredith moved to have legal counsel send a notification letter to Jenna Bernhardt indicating that she is in violation of the licensure law. Amanda seconded. Roll call vote: Meredith – yea, Heidi – yea, Courtney – yea, Amanda – yea, Janel – yea. Motion passed.
- VI. **Adjournment:** Meeting was adjourned at 11:06 a.m.

**Respectfully Submitted,**



**Brooke Fredrickson, NDBODP Executive Secretary**