

**West Virginia**  
**Board of Licensed Dietitians**  
Board Meeting  
723 Kanawha Blvd. East  
Room 105 – Union Building  
Charleston, WV

**Date:** 2/25/08

**Members Present:**

x Helen Lodge	x Frank Markun
x Dee Bartoe	x Rick Call
Betty Forbes	

**Call to Order:** This meeting was called to order at 5:40 p.m. by Helen Lodge.

A quorum was established.

**Visitor:** Anthony Eates II, Assistant Attorney General

**Pending Application for Beverly Glaze**

Anthony Eates II attended this meeting to discuss the application from Beverly Glaze. Helen had previously contacted ADA and was unable to obtain any advice for this situation.

Per West Virginia Code Chapter 30. Professions and Occupations Article 35/ Board of Dietitians

**§30-35-7 Qualifications; licensure; examinations; waivers and fees**

- (a) An applicant for a license to engage in practice as a licensed dietitian shall submit to the board written evidence, verified by oath, that he or she:
- (1) Complies with the code of ethics adopted by the board.
  - (2) Has completed a major course of study in human nutrition, dietetics, food systems management or the equivalent thereof and possesses a baccalaureate or post-baccalaureate degree; and
  - (3) Has completed a planned continuous professional experience component in dietetic practice of not less than nine hundred hours under the supervision of a registered or licensed dietitian.
- (b) Each applicant is required to pass a written examination demonstrating competence in the discipline of dietetics and nutrition. Each written examination may be supplemented by an oral examination. The board shall determine the times and places for examinations.
- (c) When an applicant successfully passes an examination or examinations, the board shall issue to the applicant a license to engage in practice as a licensed dietitian. In the event an applicant has failed to pass examinations of three occasions, the applicant shall, in addition to the other requirements of this section, present to the board other evidence of his or her qualifications.

- (d) Upon application and submission of the applicable fee, the board may waive the examination requirements of this section and issue a license to practice as a licensed dietitian to an applicant who is registered by the commission on dietetic registration or who has been duly licensed as a nutritionist or dietitian under the laws of another state if the standards for licensing in that state are no less stringent than those required under of this article.
- (e) Any person applying for a dietitian license shall submit a fee of fifty dollars or a reasonable fee established by legislative rule pursuant to section six, article one of this chapter with the application to the board, which shall be deposited to the credit fund provided in section five of this article.

It was the opinion of Anthony Eates II that Ms. Glaze would need to comply with (1), (2) and (2b). The application does not provide proof that Ms. Glaze has met these requirements. She does not provide proof of professional experience nor an approved examination. Her examination appears only that for a licensed nutritionist. He also requested that a letter be drafted and sent to Ms. Glaze requesting additional evidence of the above items and that we were requesting this additional information under the advice of our attorney. Helen was to draft the letter and e-mail it to Anthony for his review and approval.

**Approval of Minutes:** Minutes from the meeting of 10/8/07 were approved  
 Frank motioned to approve and Rick seconded.

**Treasurer’s Report:**

**Financial Information July 1, 2007 – December 31, 2007**

**Fiscal Year Ending June 30, 2008**

Revenue	1,850.00
Expenses YTD Total	5,058.21
Cash Balance 7/1/07	38,916.50
YTD Gross Revenue	1,850.00
Thirteenth Month Expenditures	2,006.48 (rolled over from previous year)
YTD Expenditures	5,058.21
Revenue Refunds	0.00
<b><u>Cash Balance End of December 2007</u></b>	<b><u>\$33,701.81</u></b>

Motion to accept Treasurer Report: Rick motioned to approve and Dee seconded.

Frank reported to the Board that the Annual Federal Tax Return was sent to John Smolder of the State Accountant’s Office.

**Applications:**

Rachelle Harr’s application was returned because it was not dated. It was approved pending receipt of the corrected copy.

**New Business**

**Annual Audit**

No report has been received from Betty at this time.

## **Dietitians requesting employment referrals**

When calls are received they will be referred to the West Virginia Dietetic Association web page for employment opportunities.

## **Changes to Renewal Process**

Helen will plan on picking up the applications from the lock box only 1 time per week to decrease unnecessary trips to the Board Office.

We will ask the applicants to list other names in which they may have been licensed.

## **RD Order Writing Privileges**

A request was made for the Board to make a statement about RD order writing privileges. Per The Joint Commission any RD may have order writing privileges as long they go thru the medical staff and receive specific approval. The Board has no jurisdiction over this matter. The matter was referred back to the requester.

## **Old Business**

## **Discussion with Board of Medicine and/or Board of Pharmacy in regards to possible merger of office activities.**

Neither office is currently interested in taking on more responsibility in their office. They do not have the necessary staff available. Helen is continuing to pursue this idea with other boards.

## **Next Board Meeting Date**

April 21, 2008 5:30 pm

## **Adjournment**

6:35 pm

Submitted by: Dee Bartoe RD, LD  
Secretary, WVBOLD 4/29/08  
West Virginia Board of Licensed Dietitians