

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

Date: 4/19/07

Members Present:

| | |
|------------------------------------|----------------|
| x Helen Lodge | x Frank Markun |
| x Dee Bartoe | Rick Call |
| x Betty Forbes via conference call | |

Call to Order: This meeting was called to order at 5:15 p.m. by Helen Lodge.

A quorum was established.

Approval of Minutes: Minutes from the meeting of 9/11/06 were approved with corrections.

Frank motioned to approve and Betty seconded.

Treasurer's Report:

Financial Information July 1, 2006 – January 31, 2007

Revenue: \$2,575.00

Expenses: \$9,049.09

| | |
|---|--------------------|
| Cash Balance 7/1/06 | \$37,361.81 |
| YTD Gross Revenue | 5,575.00 |
| 13 Month Expenditures | 2,218.41 |
| YTD Expenditures | 9,049.09 |
| Revenue Refunds | 0.00 |
| Cash Balance End of January 2007 | \$28,669.31 |

Frank had not received a bill from the lady who had cleaned the office after the building fire. He had one line item that he was unsure of and he would check to see if this was her bill.

Applications approved via board e-mail:

The following dietitian have applied for licensure from 9/11/06 – 4/19/07

Rose Majestro 9/15/06

Yvonne Gilders 10/18/06

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|----------------------------|-----------------|
| Martha Muhs | 1/30/07 |
| Christopher Melonas | 1/30/07 |
| Tessa Clark | 1/3/07 |
| Jason Nguyen | 12/20/06 |
| Jamie Oliver | 3/20/07 |
| Margret Bruns | 2/2/007 |
| Carrie Bishop | 4/5/07 |
| Gentry Voss | 1/25/07 |
| Wendy Holliday | 2/1/07 |
| Emma Ladd | 2/1/07 |
| Rachael Burkett | 2/13/07 |
| Suzanne Grossman | 4/2/07 |
| Colleen Kuhn | 4/19/07 |
| Shelly Duncan | 4/5/07 |
| Jacqueline Turner | 4/2/07 |
| Jacqueline Ward | 4/5/07 |
| Heather Driscoll | 4/16/07 |

Renewal Process

Helen Lodge will address the concerns voiced at the September meeting with Lela Miller prior to the renewals being sent out. Dee made the suggestion that the Grandfathers Dietitians who do not have a CDR number use their current licensure number.

Annual Audit

Adam Ray had been one of those who were randomly selected for the annual audit. He did not submit evidence of adequate CEU's during his 2-year period. He was taking some type of Physical Fitness course and did not complete the course until January (6 months after the required date.) The board decided to accept his hours for the 05-06 renewal period. Betty Forbes is to write a letter to Adam informing him of our decision. He will then be asked to sign an agreement in which these 60 hours of course work will not be allowed to be counted in the

next audit period. He will need to obtain an additional 20 hours of CEU's for the 08 audit and he will be audited again.

Aaron Alfred

A letter was received from Aaron Alfred offering his services as an investigator for the board on a per-dium basis. The board has decided to file his information until such time as an investigator is needed.

Electronic filing of annual report

Helen will call to see what requirements there are for the annual report.

Next Board Meeting Date

June 11, 2006. 5:00 pm.

Adjournment

6:00 pm

Submitted by: Dee Bartoe RD, LD
Secretary, WVBOLD
5/10/07