

**DIVISION OF HEALTH SERVICES REGULATION
BOARD OF DIETETICS PRACTICE**

**3 CAPITOL HILL
CONFERENCE ROOM #104
PROVIDENCE, RHODE ISLAND**

**MONDAY, NOVEMBER 24, 2014
2:30 PM**

OPEN SESSION MINUTES

BOARD MEMBERS IN ATTENDANCE

**Katherine Pennington
Maximo Zapata**

BOARD MEMBERS NOT IN ATTENDANCE

Pamela Hill

STAFF MEMBERS IN ATTENDANCE

Karl Beauregard, HEALTH Attorney

Linda Phillips, Board Manager

OTHERS IN ATTENDANCE

None

1. Establishment of a quorum

A meeting of the Board of Dietetics Practice was held on Monday, November 24, 2014 at the Rhode Island Department of Health, Conference Room #104, 3 Capitol Hill, Providence, RI 02908. A quorum was established and the Open Session meeting was called to order at 2:25 pm on a motion by Katherine Pennington and seconded by Maximo Zapata. Motion carried.

1. New Business

- Application Review Process**

The Board was advised that the Department is in need of a primary

board member as well as a secondary board member, who can be available to review applications in the absence of a regularly scheduled board meeting.

The Board voted Katherine Pennington as the primary application reviewer, with Pamela Hill listed as the secondary (back up) reviewer.

2. Motion to adjourn to Closed Session

Motion was made by Katherine Pennington and seconded by Maximo Zapata to adjourn to Closed Session at 2:38 pm. Motion carried. Pursuant to Sections 42-46-4 and 42-46-5(a)(1) of the Rhode Island General Laws, for the purpose of discussing job performance, character, physical or mental health of applicants for licensure. Said individuals have been notified in advance by writing that they may request that the discussion be held at an open meeting. Also, pursuant to Sections 42-46-4 and 42-46-5(a)(4) of the Rhode Island General Laws, for investigatory proceedings regarding allegations of civil or criminal misconduct.

3. Motion to return to Open Session

Motion was made by Katherine Pennington and seconded by Maximo

Zapata at 3:45 pm to re-open the Open Session pursuant to Sections 42-46-4, 42-46-5 and 42-46-7 of the Rhode Island General Laws. Motion carried.

4. Final Actions on all votes taken in Closed Session

- The board reviewed and approved nine (9) applications.**

5. Adjournment

Motion was made by Katherine Pennington and seconded by Maximo Zapata to adjourn at 3:45 pm. Motion carried.

Respectfully submitted,

Linda Phillips

**Linda Phillips, Board Manager
Office of Health Professionals Regulation**