

MINUTES

UTAH

CERTIFIED DIETITIAN

**LICENSING BOARD
MEETING**

August 6, 2002

**Room 457 – 4th Floor – 1:00 P.M.
Heber Wells Building**

CONVENED: 1:20 P.M.

ADJOURNED: 2:45 P.M.

Bureau Manager:
Board Secretary:

Lynn J. Bernhard II
Karen McCall

Board Members Present:

Kristine Douglass
Julie Metos
Lorraine Liston

Board Members Absent:

Wendy Gibbs
Joan E. Benson

Guests:

Craig Jackson, Division Director
Patricia Scott, Certified Dietitian

TOPICS FOR DISCUSSION

DECISIONS AND RECOMMENDATIONS

ADMINISTRATIVE BUSINESS:

Swearing in of Kristine Douglass, Julie Metos and Lorraine Liston as board members.

Mr. Bernhard conducted the swearing in of Ms. Douglass, Ms. Metos and Ms. Liston. **Mr. Jackson and Mr. Bernhard welcomed these ladies as board members.**

Read and Approve the July 29, 1998 minutes.

Ms. Metos made a motion to approve the minutes as read. Ms. Douglass seconded the motion. **The board vote was unanimous.**

NEW BUSINESS:

DISCUSSION ITEMS:

Chairperson

Ms. Metos made a motion for Ms. Liston to serve as board chairperson. Ms. Douglass seconded the motion. **The board vote was unanimous.**

Division Update

Mr. Bernhard notified the board that Mr. Fairhurst retired and introduced himself as the new bureau manager. **No action taken.**

Mr. Bernhard notified the board that DOPL has changed directors and introduced Craig Jackson. **No action taken.**

Department Update

Mr. Bernhard notified the board that Ted Boyer is the current director of the department. **No action taken.**

Open Meetings

Mr. Bernhard reviewed the guidelines for open meetings and when meetings should be closed. **The board noted the information.**

Roberts Rules of Order

Mr. Bernhard reviewed the Roberts Rules of Order. **The board noted the information.**

Complaint Process

Mr. Bernhard reviewed the complaint process. **The board noted the information.**

Annual Meeting of the Boards

Mr. Bernhard reminded board members of the new board training to be held September 18, 2002 in room 426 here at the Heber Wells Building. **Ms. Metos and Ms. Liston will be attending.**

NEXT MEETING SCHEDULED FOR:

None scheduled at this time.

MEETING ADJOURNED AT:

2:45 P.M.

Date Approved

Chairperson, Utah Certified Dietitian Licensing Board

Date Approved

Bureau Manager, Division of Occupational & Professional Licensing