

BOARD OF EXAMINERS OF LICENSED DIETITIANS (BELD)
Meeting Minutes—Special Meeting
June 30, 2011

Present: Helen Bolin, Harold Burden, Jill Calamar, Michelle Gaines (Acting Executive Director), Nathan Goldberg (OCMB-tech support), Sandra Kelly, Maureen McCarthy, Sylvie McMillan (OHLA Fiscal Services and Licensing Manager), Diane Stadler, Callie Zink (OHLA Administrative Services Manager)

ITEM	DISCUSSION	ACTION
Goal of meeting	Meeting convened at 1:05. The goal is to discuss the Education Subcommittee’s mandate for BELD to be administered by OHLA.	
Introductions	Attendees as above. Randy Everitt, Agency Director of Oregon Health Licensing Agency (OHLA), unable to attend due to urgent meeting in Attorney General’s office.	
Operational Analysis of BELD	BELD has more than adequate reserve funds. About 3-4 new license applications are processed per week. Since there is no required background check or fingerprinting, and since continuing education is verified by the applicant’s status as a Registered Dietitian, it takes only about 10 minutes to process the average application. Since BELD does not require background checks or fingerprinting services, the OHLA fee structure has been modified to recognize the special needs of such a small board.	We may be able to reduce our standard for 2 weeks turnaround time to 3-4 days due to Monday to Friday coverage by OHLA staff. No fee increases anticipated for LDs.
OHLA Overview	Sylvie and Callie presented an overview of OHLA, a central agency that oversees multiple health and related professions. The ppt file of this presentation will be available with these minutes. BELD’s statute has been rewritten to reflect the move into OHLA. Kate Lozano, AG, will review the revisions.	An OHLA Board Specialist will be dedicated to BELD and will provide support at board meetings. An OHLA Policy Analyst also will serve BELD as needed. Randy, Sylvie and Callie are available as needed. BELD should be able to review the revised statute, with Kate Lozano’s opinion, at their next regular meeting on July 21.

	BELD will have to revise the OAR for our statute.	Looking for 3 BELD members for sub-committee to work on the revised rules.
Future Action	<p>BELD will need to prioritize certain topics:</p> <ul style="list-style-type: none"> • Prepare LDs for 12-month license renewal cycle, with \$75 per year license renewal fee • Should we advocate mandatory licensure? • How can we support LDs as providers of nutrition services in health care reform for optimal public health? • Reactivate our newsletter • Guidelines for ODA and BELD in a more collaborative relationship • When should meetings change to Salem location? 	<p>LDs will receive a letter from OHLA re: the migration of BELD administrative services to be within OHLA. License renewal notices will go out in early August. One-twelfth of all LDs will renew each month.</p> <p>Next regular meeting will be at Portland State Office Building on July 21. Will discuss location of future meetings and possible car-pooling to Salem.</p>
Next Meeting	Thursday, July 21, 1:30 to 4:30 in Room 445 of Portland State Office Building, 800 NE Oregon St Meeting adjourned at 3:25 pm	