

**North Dakota Academy of Nutrition and Dietetics Spring Board Meeting
March 14, 2018 – 2 p.m.
Radisson Hotel, Bismarck, ND**

Call to Order: The President called the meeting to order at 2:02 p.m.

Roll Call: Megan Myrdal, Past President; Betty Larson, President; Jennifer Haugen, President-elect; Amanda Slotten, Treasurer; Krystle McNeal, Treasurer-Elect (via phone); Allison Benson, Secretary; Deborah Strand, Convention Chairperson; Erin Caroline, Communications Chairperson; Amy Davis, Reimbursement Representative; Barbara Erlandson, Nominating Committee Member; Elizabeth Hilliard, Delegate (via phone); Bri Snsky, Consumer Protection Coordinator (via phone)

Conflict of Interest Disclosure: No conflicts of interest were brought forward.

Approval of Minutes from 1/9/18 Meeting: There was discussion that NDAND meeting minutes should not include names for legal purposes. The Treasurer moved to approve the minutes. Secretary seconded. Motion carried.

Approval of the Consent Agenda:

Treasurer Report and Budget Update

- a. Budgeted Income June 1, 2017 – May 31, 2018: \$31,285; Actual Income to Date: \$15,292.02
- b. Budget Expenses June 1, 2017 – May 31, 2018: \$34,286; Actual Expenses to Date: \$10,112.37

FMDA Funds

- a. NDAND held \$5,629.32 for the Fargo Moorhead Dietetics Association when they dissolved until they were ready to reestablish. We need to decide how we go about returning that money. Everyone was in agreement that we will do what we can to get the money returned to this organization when they are ready.

Treasurer-elect Position Description & Sponsorship Process

- a. There was discussion that the sponsorship process with the Executive Director was too complex and needed to be simplified. It was suggested that a Finance Committee be created that included at a minimum the Treasurer Elect and Convention Chairperson and that the sponsorship list should be reviewed and updated every year. It was also suggested that the current sponsor list be used as a guide and a new sponsor list be created since there were many incorrect contact addresses. The Secretary made a motion that we accept the revised treasurer-elect position description with the amendment that file names will include the year they are created and that the sponsorship attachment be accepted with the amendment that sponsorship letters will go out Sept. 1st. The Treasurer seconded. Motion carried.

Record Keeping Policy

- a. There was discussion of how there is overlap between the files that are listed for the Secretary to maintain in the position description and the new Record Keeping policy such as meeting minutes and award recipients. It was decided to change the name of the folder in the Record Keeping policy from “Historic Records” to “Historian File.” Also, due to the Treasurer-elect being in charge of the sponsor process, it was decided to move the “Record of Sponsors” task to the treasurer portion of the policy that will be maintained by the Treasurer. The President-elect made a motion to accept the amended Record Keeping policy. The Past President seconded. Motion carried.

Update on Networking Events

- a. The #FN Dinner Party events have been going well. Members do not have to be NDAND members. Encourage non-members to attend the FN Dinner Party events in an effort to increase NDAND membership.

2019 Conference

- b. There was discussion about hosting the 2019 conference in Fargo. Representatives from Grand Forks were willing to co-plan the event, but thought that Fargo would be the best place to host the conference. Members have reported that there are too many events going on and they don't need the CEU and are more interested in networking. In the past, NDAND has partnered with other organizations in planning the annual conference such as the North Dakota Long-Term Care Association, North Dakota Nutrition Council and North Dakota Pharmacists Association. There was discussion on possible collaboration with Sanford Health.
- c. The Past-President is working on a \$500 Diversity Grant that could be used for CME approval which could help extend NDAND's reach to invite nurses to the conference.

Incentives

- a. There was discussion that NDAND should survey the members to see what incentives would make them interested in running for a position on the NDAND Board. It was suggested that perhaps the Convention Chairperson should receive annual AND membership reimbursement. The convention chairperson has significant responsibilities and an extensive time commitment but receives no compensation from the organization. Other positions get reimbursed for NDAND conference registration, PPW workshop reimbursement or additional out-of-state trainings paid for by NDAND.

Strategic Plan Goals and Timeline

- b. The strategic plan is a working document on dropbox. The zero to six month goals have been accomplished. Board members were encouraged to look at the long-term goals as they work on their plan of work for the coming year. In conjunction with the strategic plan there was discussion that NDAND consider offering mini grants (up to \$500 per person) as a way to compensate members for their contributions.
- c. One of the strategic plan goals is to orient new board members and new volunteers. The Past President and Second Century Liaison are developing an outline for training and considering the best way to provide the training for board members. They are considering a series of short videos. They want to cover the major topics that new volunteers need to know. It was suggested that the Academy website has helpful resources under governance.
- d. The question was posed, "What would entice non-members to join the Academy?"

Delegate Report

- a. There is an Academy Member Engagement survey on the eatrightPRO twitter page. The Academy is gathering information on how professionals would explain the difference between the terms "Evidence-based" and "evidence-informed"?
- b. There is more focus on global nutrition in the Academy's new strategic plan. Additionally, there is an emphasis on the importance of good nutrition throughout the lifecycle, increasing access to healthy foods and promoting research in the field of nutrition.

NDAND Booth

- a. The Reimbursement Representative is setting up a booth for NDAND during the Nutrition Symposium. She will be encouraging members to do action alerts and will have resources on reimbursement and payment. Board members can help her at the booth throughout the day.

Policy Committee

- b. The Public Policy Committee was in support of some of the policy work the American Heart Association is doing to strengthen child care standards in the state of North Dakota regarding nutrition, healthy beverages, physical activity and screen time limits. The Board was in support of this agenda. A vote on this subject was not needed at this time.
- c. The North Dakota Board of Dietetic Practice considered opening up licensure. BODP members had recognized that the current law does not mention medical nutrition therapy and does not protect the profession. The policy panel's recommendation was to not open the licensure bill at the present time. BODP members felt that the policy panel should support them in order to move forward and since the panel

was hesitant nothing will change at this time. The panel felt that the verbiage wouldn't have changed the outcome with any of the complaints that had come in to date.

Meeting Adjournment: The Past President made a motion to adjourn the meeting. The Reimbursement Representative seconded. Motion carried. The meeting was adjourned at 3:09 p.m.

Respectfully submitted by:

Allison Benson, NDAND Secretary