

North Dakota Dietetic Association Board Meeting
July 25, 2012, 10:30 am
St. Alexius Technology and Education Center
Bismarck, ND

President Becky King called the meeting to order at 10:34 am.

Roll Call: Becky King, Michelle Fundingsland, Cory Doucet, Larissa Musgrave, Amanda Ihmels, Kristin Leibel, Bonnie Hoverson, Brenna Kerr, Shelley Porter, Nancy Wahl, Alyssa Wiegandt, Deanna Askew, Brenna Swanson, Amy Davis

Approval of Agenda: Brenna Kerr moved to approve the agenda, Larissa Musgrave seconded, motion carried.

Approval of Minutes from April 23, 2012 Winter Board Meeting: Becky had a correction to change the “K” in Kathy to a “C”. Deanna moved to accept the minutes with the correction, Michelle seconded, motion carried.

Correspondence:

- a. NDBODP requested to conduct a survey with NDAND membership regarding lack of formal complaints. NDBODP is our governing body. Amanda Ihmels moved to allow NDBODP to survey NDAND members as requested. Bonnie Hoverson seconded, motion carried.
- b. Eat Right, Play Hard funding request submitted by Julie Garden-Robinson. Bonnie Hoverson moved to give \$1000 to Eat Right, Play Hard. Larissa seconded, motion carried.
- c. If you are interested in volunteering for the Let’s Move program contact Wanda Agnew. Sign-up 5 new cities and earn a chance to win a free FNCE registration.
- d. Robert Wood Johnson Foundation's PreventObesity.net program – This item was deleted from the agenda.

Board Reports:

- a. President Becky asked for any updates to the Board reports. They will stand as is. Board Reports follow:

President – Becky King, MS, RD, LRD

1. Set up summer board meeting.
2. Participated in Let's Move conference call on June 21st with Marissa Duswalt, Associate Director of Policy and Events/Let's Move within the Office of the First Lady of the White House and Julianna Smith, AND Director of State government Relations.
3. Submitted checks from NDDA and BMDA for AND Foundation, app. \$252.
4. Participated in July Affiliate Licensure Forum call lead by Juliana Smith, AND Director of State government Relations on July 11th.
5. Participated in conference call with Kallie Staiert, Affiliate Relations Manager and Deanna Askew, NDAND President-elect on July 11th.
6. Plan to participate in AND webinar on July 24th, Pulling It All Together: How Project Management Increases Efficiency.
7. Asked Connie Hofland to attend AND CLEAR conference in San Diego, CA, September, 2012.
8. Will complete Principles of Affiliation by August 1st.

President Elect – Deanna Askew, MPA, RD, LRD

- 1) Attended “Affiliate Leader Training on Academy Resources” on June 13.
- 2) Attended an introductory conference call with Kellie Staiert, Academy Relations Manager, with Becky King on July 11.

- 3) Attended the fundraising chair orientation conference call with Amy Donatell, liaison to the Academy Foundation on July 17.
- 4) Arranging travel to attend FNCE, Oct. 5-9.

Treasurer – Char Heer

Treasurer's Report as of 7/13/12

Attached is the year-to-date expense to budget report.

NDDA Checking Account Balance as of 7/13/12 per Quicken	\$40,868.81
The Value of the Alerus CD as of 6/8/12	\$19,674.61
The Value of the Alerus Money Market Account as of 5/1/12	<u>\$4,704.13</u>
Total assets is:	\$65,247.55

Past President – Brooke Fredrickson, RD, CSG, LRD

It's been a rather uneventful summer so far, as compared to this time last year, but here are a few of the things I've been working on:

- Notified the Academy of the NDDA member vote to change its name
- Notified Anne to update the facebook page with the new name and logo
- Coordinated NDAND representation at the Roughrider Health Conference in Medora
- Contacted Naomi Hass, Awards Chair about changing award nomination forms/ procedure
- Answered lots of questions for Becky regarding the summer board meeting

My goals for this year:

1. Update the bylaws, policies, and job descriptions with the new name
2. Work with the Awards chair on the nomination process
3. Continue the board member spotlight section in the Dietetic Update

Delegate Report – Bonnie Hoverson, RD, LRD

The House of Delegates met virtually on April 26-27, for the 87th meeting of the House. One mega issue was discussed at the meeting: Continuum of Professional Progression and Growth, Parts 1 and 2. Thursday's dialogue session was focused on the Dietetics Career Development Guide, building a stronger understanding of the guide amongst the meeting participants in order to disseminate the Guide to all members for use and implementation. The dialogue session began with video vignettes where three Academy members shared personal stories of their career development which demonstrated the unique ways in which a dietetics career can evolve. The meeting participants identified ways to create new opportunities at each level of the development guide. The dialogue concluded with meeting participant determining other tools and resources that may be developed to help support the Dietetics Career Development Guide in order for members to realize the ranges of possibilities at each level of practice.

The second part of the mega issue began on Friday with dialogue focused on advanced practice. A visioning worksheet was provided for meeting participants to envision the most compelling elements for what exist now (in 2012) and how it will be different in 2020. Also, the worksheet helped to identify what the visions and opportunities for RDs/DTRs for 2020 and the obstacles that may need to be overcome. Meeting participants worked together to establish an understanding of the importance of advanced practice to the future of the profession. Reflection on what the profession has done well in laying the foundation for the vision of the RD/DTR's future of advanced practice, what is wished was done and what the profession is sorry they didn't do

occurred next. A discussion of how the RD/DTR as an individual and collectively as a profession can move toward creating a larger demand for advanced practice.

Since the dialogue, the resulting motion was passed by the House. The Academy of Nutrition and Dietetics and its affiliates adopt the Dietetics Career Development Guide as a blueprint for future education, professional development and practice for the profession; and encourage all dietetics practitioners to understand and implement the Dietetics Career Development Guide as a tool to assist them in achieving the highest potential level of practice. CDR incorporates the Dietetics Career Development Guide into the Professional Development Portfolio process and encourages its utilization by all credentialed practitioners. All Academy organizational units support the utilization of the Dietetics Career Development Guide in appropriate projects, initiatives, policies, tools and resources designed for students and practitioners. The HOD dialogue summaries will be forwarded to the Council on Future Practice for use in developing new Dietetics Career Development Guide tools and resources specific for students and practitioners to utilize. Individual members are encouraged to perform outcomes research that measures the financial impact and the career growth opportunities of advanced practice.

All materials related to Spring 2012 House of Delegates Meeting, including slides from various Academy related updates and outcome materials, are located online for members: www.eatright.org/hod > Spring 2012 Meeting > Meeting Materials.

Council on Professional Issues and Alliances – Michelle Fundingsland, RD, LRD

The goal for the Council on Professional Issues and Alliances is to identify alliance(s) to build mutually beneficial relationships, professional opportunities and public visibility for partnering organizations and their members. From the file of information passed on to me last year (2011), I would like to create a database with the past contacts, so we have the information electronically versus on paper in the file box. There is no longer a “Divisions of the Council on Practice”, so that job description was deleted. The national contact at AND is Karen Lechwich (ext 4775). As needed, I will network with other organizations that have the same goals and objectives that we do, making sure we know what we want to achieve with the other organization and how we can work together. Currently we do not have an organization listed with an immediate need for alliance. I can be contacted at any time to discuss a possible need for alliances with other organizations. Some thoughts of possible organizations that may be contacted this year include: North Dakota Academy of Family Physicians or the North Dakota Healthcare Association.

Reimbursement Representative Board Report- Amy Davis, RD, LRD

- Submitted article for the May 2012 issue of the Dietetic Update and encouraged members to review most recent issues of the MNT Provider.
- BCBS ND recently published Malnutrition Coding Guidelines (see at the end of my report). Several hospitals responded by writing letters to BCBS ND. I contacted Marsha Schofield, MS, RD, LRD, Director of AND Nutrition Services Coverage Team for advice on how to address this from a state association perspective. The Academy/ASPEN wrote a letter to BCBS ND requesting a conference call (refer to attached letter with board reports). We are currently awaiting BCBS ND response.
- Met with my billing and reimbursement departments regarding the Medicare Intensive Behavioral Therapy Benefit (IBT) for Obesity.
- Participated in the action alert regarding the Farm Bill and contacted Representative Berg’s office encouraging him to support the food and nutrition programs within the bill.
- Attended North Dakota Healthcare Access Network (NDHAN) Luncheon on July 17th. State Representative George Kaiser and State Representative Todd Porter presented information on how to be an effective advocate.

- Public Policy panel met on July 17th to discuss plans and goals for 2012-2013.

DRG Validation Program

Malnutrition Coding Guidelines

Blue Cross Blue Shield of North Dakota (BCBSND) has identified malnutrition as a common diagnosis where disagreement occurs between the codes as submitted by the hospitals and the findings within the DRG Validation Coding Audit. Due to the number of coding change requests, BCBSND has developed general guidelines for the coding of malnutrition in the inpatient setting. These guidelines are used by the medical and coding staff at BCBSND to determine when malnutrition is appropriate to include as a coded condition on an inpatient claim.

General Guidelines

The presence of any condition coded should be supported by documentation within the medical record. In addition, the condition should require utilization of resources during the current episode of care to receive reimbursement. Those conditions not requiring treatment, or that have already been treated and reimbursed prior to admission, are carefully monitored to ensure the integrity of the DRG database and payment system.

Official guidelines from the Uniform Hospital Discharge Data Set (UHDDS) define when a diagnosis can be coded. The guidelines state that a diagnosis should be coded if documented by the physician in the patient's medical record for the current admission and the condition was:

1. Clinically evaluated during the patient's stay; or
2. Therapeutically treated during the stay; or
3. Diagnostically tested during the stay; or
4. Caused an increased length of stay; or
5. Required increased nursing monitoring and care.

In the case of newborn diagnosis coding, the condition meets criteria for coding if any of the listed conditions described above is met or documentation by the physician indicates a need for future follow-up or healthcare needs.

Classification of Malnutrition

BCBSND has adopted the World Health Organization (WHO) Classification of malnutrition in adults by body mass index. This information can be found at:

http://www.who.int/nutrition/publications/severemalnutrition/en/manage_severe_malnutrition_eng.pdf

Classification of malnutrition in adults by body mass index

Body Mass Index	Nutritional Status
≥ 18.5	Normal
17.0-18.49	Mild malnutrition
16.0-16.99	Moderate malnutrition
<16.0	Severe malnutrition

The listing of diagnoses in the patient record is the responsibility of the attending provider. The attending provider must document malnutrition to justify reporting a code for the body mass index.

In addition to documentation of the patient's current BMI, the following criteria should be documented when assigning a code for malnutrition:

1. Documentation of a comprehensive dietary history
2. Documentation of the determining factors considered in making a diagnosis of malnutrition.
 - Laboratory testing alone is an unreliable means to confirm the presence of malnutrition.
 - Abnormal levels of serum protein (albumin, transferrin and pre-albumin) are more likely to reflect the degree of illness in a hospitalized patient rather than the presence of malnutrition.
3. Documentation of signs and symptoms commonly associated with malnutrition.
4. Specific interventions required to manage malnutrition (e.g. TPN, enteral feedings). These interventions should be an integral component of the patient's case management. Dietary consults and oral nutritional supplements in the form of vitamins or protein supplements such as *Boost* or *Ensure* do not constitute additional resource utilization.

BCBSND reserves the right to review clinical documentation to ensure the condition meets both UHDDS and BCBSND guidelines for reporting malnutrition.

New Member Liaison - Anne Bodensteiner, MS, RD, LRD

Earlier this spring I visited with each student about projects they are interested in working on. The students have a picked a few things to work on in the upcoming year. NDAND has enrolled in the recruitment challenge again this year.

Licensure Liaison - Deborah K. Strand, RD, LRD, LD, LN, EHP

Listed are the activities of the North Dakota Academy of Nutrition and Dietetics Licensure Liaison:

April 23, 2012 - NDAND Board Meeting

Assisted with organizing Kay Mavko, MS, RD, LD Ohio State Regulatory Specialist to address the members of the ND Academy of Nutrition and Dietetics (NDDA) board members prior to the 2012 Spring Conference in Fargo.

April 24, 2012 - Affiliate NDAND 2012 Spring Conference

Assisted with organizing Kay Mavko, MS, RD, LD Ohio State Regulatory Specialist to address the Affiliates of the ND Academy of Nutrition and Dietetics to discuss in the importance of licensure for our state and what steps we may need to take to further secure our Licensure and protect the public.

Legislation and Public Policy

Work closely and assist the Legislative and Public Policy committee with our joint efforts for Licensure for registered dietitians in North Dakota.

NDSU Student Member – Alyssa Wiegandt

I am the Student Representative from NDSU. I would like to report that I have completed a brochure promoting student membership to the Academy of Nutrition & Dietetics. This brochure will be given out to dietetic students at NDSU, UND, and Concordia. I have also been updating the North Dakota Academy of Nutrition & Dietetics at least weekly.

Bismarck/Mandan District President - Shelley Porter, RD, LRD

Met with Deb Strand, Becky King, and Nancy Wahl on May 21, 2012 to start preliminary program planning for the

Spring Meeting to be held in Bismarck.

-Do we need to formally request permission to partner with Long Term Care (LTC) Association as I had sent them a letter last fall asking if they would allow us to partner with them? It needs to be formally noted in the minutes unless it has already been done last year.

- The date of the Spring Convention is May 1 and 2, 2013. Long Term Care has agreed to allow us to partner and we will be meeting for convention planning with LTC on August 17th. They would like us to have some idea of our program content, speakers, etc. by then. I have contacted several speakers. Evelyn Tribble's fee is \$5000.00 plus room, flight, etc. expenses. Dan Day is \$4000 + Expenses for two ninety minute sessions. We plan to see what Abbott has available and also Char Heer with Midwest Dairy may have a lead on a speaker that can be sponsored. Another speaker, Nancy Rodriguez, is checking on dates as she is a professor and would have final exams around that time and also a son graduating.

-Slate of BMAND officers is as follows:

Shelley Porter, Pres.

Kelly Bartch, Pres. Elect

Megan Myrdal, Secretary

Amanda Helbling, Treasurer

Nominating Committee: Kris Blees and Deb Strand

Minot District President – Cory L Doucet, RD, LRD

We had a membership meeting in May. A new president was appointed. We are proactive about starting more projects around the Minot area such as cooking classes, grocery shopping tours, etc. It was also discussed that the MDDA's name should be changed in accordance with the Academy of Nutrition and Dietetics before the bylaws are approved (MDAND). We are involved with the Million Hearts Campaign- campaign goals are to reduce sodium intake as well as cardiovascular events by having educational sessions at large employers around the area. In June we had a cooking demo which was offered to the public where we demonstrated low sodium cooking and ways to use herbs and spice. A Celiac Support Group is offered once monthly and a new nutrition program at the YMCA has been created for 11-15 year olds. We have been discussing doing monthly articles in the newspaper and creating a Facebook page.

State Policy Representative – Kristin Liebel

- Alerted worked with Amy Davis to alert Sanford Health Fargo and Altru Health Systems in Grand Forks about the Malnutrition Coding Guidelines published by BCBS ND. Michelle Bucy, Contract & Payor Relations Administrator at Sanford, was made aware of the letter sent by AND and ASPEN. They plan to meet with BCBSND and pass this information along to them. I am unsure if Altru Health Systems had a chance to respond.
- Attended North Dakota Healthcare Access Network Luncheon on July 17th, 2012. State Representative George Kaiser and State Representative Tadd Porter presented information on how to be an effective advocate.
- Public Policy panel met on July 17th to discuss plans and goals for 2012-2013.
- Booked Memorial Hall at the State Capitol for March 13th, 2013 (Registered Dietitian Day) for State Legislative Day.
- Tentative meeting set with Lt. Governor Drew Wrigley and Tami Wahl, Senior Policy Advisor for August 9th, 2012.

Old Business:

- a. Becky read treasurer's report. Budgets need to be sent to Char by September 1.
- b. 2012 NDDA Spring Fargo Convention Reporting –Kelsey Bratlie

Final registration numbers

April 24th – 137 attendees
April 25th – 145 attendees
Registered Dietitian/A.N.D. member – 74
Registered Dietitian/Non-A.N.D. member – 8
Retired – 3
Student – 68
Donation to the Great Plains Food Bank - \$58.00

Registration for breakout sessions:

Oncology – 72	Spices – 51
Diabetes – 91	Fuel Up to Play 60 – 34
Wellness Nutrition – 42	Eating Disorders – 93
School Nutrition – 34	Sports Nutrition – 102

After reviewing the evaluation forms from the convention and reflecting back on the planning and implementation process, the 2012 Spring Convention Planning Committee has drafted the following list of recommendations for future conventions:

- Include a discussion on licensure for RDs in ND, with a specific focus on malpractice claims, how to file them, etc.
- Invite the current or past A.N.D. President or other member of the national office to speak at the convention.
- If it is anticipated that a breakout session/speaker will be very popular, consider offering that particular session more than once during the convention.
- If multiple speakers will be presenting during the same session, persuade them to compile their presentation materials into one PowerPoint presentation. Trying to close and open multiple PowerPoint presentations during one session takes up a great deal of time.
- Ask speakers/presenters if they will be showing video and/or if they will need sound during their presentation. Double check the system requirements for all videos that will be shown.
- Add an option to request a “clicker” (tool to advance slides) to the speaker request form.
- Dr. Eric Johnson was an invited speaker at both the 2011 and 2012 spring conventions. While he is a very effective presenter, perhaps consider a different speaker for the 2013 convention in order to avoid repetition.
- While some comments on the evaluation forms mentioned “too much time” between speakers, we (the planning committee) strongly recommend allowing at least 15 minutes between speakers/sessions.
- Ensure continual and effective communication between the planning committee and the Board
- Allow at least an hour for the expo/poster session so that a continuing education credit can be requested/provided.
- Serve lunch at noon. Any earlier tends to be too early for attendees coming from the western part of the state (Mountain time).
- Consider having the board meeting first and then the sit-down lunch. Combining the two is possible but tends to be distracting.
- Include a session(s) on the Nutrition Care Process, Food Standards for Schools, and/or any new standards or policies that come out during the time of the convention
- Encourage all presenters to include a list of references and/or suggested resources so that attendees know where the information came from and can seek out additional information if desired.
- When planning meals/snacks, advise the catering staff that whole grain products are very popular with this particular group.
- If milk is being served, advise the catering staff that skim milk will be popular.
- Consider serving a buffet lunch for the board meeting luncheon.

- Provide learning need codes for all speakers/sessions during the convention so that attendees know how to enter the information into their professional portfolios.
- Award door prizes during scheduled breaks.
- Contact and utilize services offered through the local Convention and Visitors Bureau.
- Serve coffee throughout the morning sessions.
- Make sure all food products being served (both during lunches/snacks and by vendors/exhibitors) are clearly marked with ingredient/allergy information
- Request that a mothers room (with an electrical outlet) be available for nursing mothers

Amanda suggested steering some topics at future Fargo conferences towards students due to large attendance by students.

b. Review your job descriptions for any changes including those that are affected by new name NDAND. Becky will place the full bylaws on the website as only a partial copy is currently up. The new name change will need to be included in the bylaws.

New Business:

- a. 2013 NDAND Spring Conference: The conference will be held in conjunction with the Long Term Care Association. Nancy reported she has heard back from several speakers including Belinda Schluchter, Susan Crockett, and DSU Multicultural Center which are all unable to speak at the upcoming conference. The NDSU BBQ boot camp is available. Kathy Moe with Medtronic has saved the date. Amanda suggested Ben Timmins for the 60-90 minute legislation session be contacted to speak on becoming more active with public policy or current public policy issues. Other potential speakers include Stacey Lentz from The Academy on etiquette. Nancy and Shelley will ensure that information is appropriate for CEU's.

Deanna Askew moved that BMAND and NDAND work with the Long Term Care Association. Nancy Wahl seconded, motion carried.

Larissa and the NDAND board thanked Nancy and Shelley for planning efforts.

- b. BCBS ND Malnutrition Guidelines: Amy Davis reported that she contacted AND and ASPEN who sent a letter to BCBS of ND over concerns with new BCBS of ND malnutrition guidelines. NDAND board is working with AND and ASPEN. AND and ASPEN are awaiting BCBS of ND response.
- c. NDAND Nutrition TV ads: Jo Marie & Sherri should submit budget request increase with budget expense in January 2013. No vote needed.
- d. Roughrider Conference: Nancy Wahl represented NDAND at conference. She passed out Dairy Association education materials and promoted dietitians. She felt this was worth her time, but would offer more RD promoting handouts next year.
- e. Awards Chair Position: Brooke and Naomi will review the process for award application. Feel free to provide feedback.
- f. Public Policy Update: Amanda, Amy, Kristin and Connie attended the Public Policy Work Shop in DC.
 1. Amy updated the group on state exchange and benchmark plans.
 2. The 2013 legislative session is coming up. The Public Policy Committee is planning events which may include a meal or snacks and water bottles with RD information. They will try to coordinate this with RD Day. Additional information to come as we approach the date.
- g. AND Silent Auction: Discussion was held on having a silent auction basket at FNCE. The minimum value needs to be \$150. Deanna made a motion that \$200 be given for putting together a \$150 value gift basket for the FNCE Silent Auction with \$50 for shipping. Amanda seconded, motion carried.
- h. Becky will place officer manual on the web. State Convention Chair, Nancy Wahl's position job description needs to be developed.

- i. It is time to review and update the strategic report which is due every 3 years. Becky will send sections of the report out over the next few meetings.
- j. Upcoming Meetings: The group decided the October meeting will be held over phone conference.
- k. Alyssa Wiegandt, student member plans to change SDA name to SAND and follow suit with AND and NDAND.

Announcements:

- a. Next Meeting: Email survey will be sent out for date of the next meeting in October.
- b. Dietetic Update Articles due by August 10; email to execsec@eatrightnd.org
- c. Budget Request Forms due to Char Heer by September 1, 2012
- d. FNCE – Philadelphia , PA – October 4-6, 2012
- e. Public Policy workshop, Mar 10-12, 2013, Omni Shoreham Hotel, Wash DC
- f. Kristin reserved Memorial Building for March 13, Legislative Day. More information to come in the future.

The Board held a phone conference with AND Chicago Office:

Marsha Schofield, Nutrition Services Coverage Director, presented on Coverage and Reimbursement. She reviewed hot topics including the Medicare Obesity Benefit, Pre-Diabetes Legislation, Health Care Reform, Adult Malnutrition, and Academy Resources. See presentation for more information.

Beth Labrador, Senior Development Manager, spoke on the Foundation initiative including a history of the foundation and how funds are used. Amy Donatell, Annual Fund Manager, spoke on opportunities for making contributions to the foundation. The amounts awarded to North Dakota will be published in an upcoming newsletter.

Ryan O'Malley did not speak due to technical difficulty. Katie Brown, National Education Director, spoke on the Kids Eat Right program including opportunities for mini-grants, Monday Message, presentations, and other programs available.

Brenna Kerr made a motion to adjourn meeting. Larissa seconded, motion carried. Meeting was adjourned at 3:45 pm.

Respectfully submitted by:

Brenna Swanson, NDDA Secretary