

**SOUTH CAROLINA PANEL FOR DIETETICS  
PANEL MEETING AGENDA  
Wednesday March 5, 2025, at 10:00 A.M. in PeeDee  
110 Centerview Dr., Columbia, SC 29210**

**Call to Order:** Public Notice of this meeting was properly posted at the Dietetic Panel's Office, Synergy Business Park, Kingstree Building, and on the Panel website and provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act.

**Meeting Called to Order**

Robert Duffell-Hoffman, Panel Chair, called the meeting to order at 10:13 am.

**1. Approval of Agenda**

Katherine Bernard made a motion to approve the agenda with changes to the order of items nine (9) and ten (10). Amanda Groesbeck seconded the motion and it carried.

**2. Introduction of Panel Members & Staff**

Robert Duffell- Hoffman  
Elizabeth Weikle  
Amanda Groesbeck  
Elizabeth Griffith  
Katherine Bernard  
Maureen Finger

LLR Staff Present: Alexis Bell, Esq., ODC; Brandy Duncan, Esq., Advice Counsel; Patrice Deas, Board Executive; Tajuana Hall, Program Coordinator; April Howell, Lead Investigator; Billie Chambers, DOTS;

Others in attendance: Robin Reibold, Court Reporter.

**3. Approval of Excused Absences**

Amanda Groesbeck made a motion to approve the absence of Maureen Finger due to bad weather. Elizabeth Griffith seconded the motion and it carried.

Maureen Finger came in about 10 to 15 minutes after the meeting started.

#### **4. Approval of Panel Meeting Minutes**

##### **a. Panel Meeting Minutes- September 17, 2024**

Katherine Bernard made a motion to approve the minutes from the September 17, 2024, meeting. Elizabeth Griffith seconded the motion and it carried.

#### **5. Administrative Reports**

##### **a. OIE Statistical Report - For Information Only - April Howe**

Jan 1, 2024 - Dec 31, 2024, there were four complaints, and four closed cases. For 2025 there have been two complaints and one closed case.

##### **b. ODC Report - For Information Only – Alexis Bell, Esq.**

There have been 0 cases opened.

#### **6. Panel Executive Report – Patrice Deas**

##### **a. Financial Report**

Mrs. Patrice Deas reported as of January 31, 2025, the cash balance for the Panel of Dietetics is \$372,378.66.

##### **b. Total Number of Licensees**

As of March 3, 2025, the Panel has 63 active licensees and 2057 active in renewal licensees.

##### **c. Statement of Economic Interest**

Mrs. Patrice Deas informed the Panel they must electronically file a Statement of Economic Interest with the SC State Ethics Commission annually, no later than March 30th, at noon.

#### **7. Introduction of New Advice Counsel**

Brandy Duncan introduced herself to the Panel, giving the members a synopsis of her career, experience, and organizations she has worked for. She also informed the Panel of her function and responsibilities to the Panel as their counsel.

#### **8. Old Business**

##### **a. Ratify Panel Date- September 10, 2025**

Elizabeth Griffith made a motion to approve the ratified date of September 10, 2025, for the next Panel meeting. Katherine Bernard seconded the motion and it carried.

#### **9. New Business**

a. Legislative Contact

Amanda Groesbeck made a motion to have Robert Duffell-Hoffman continue as the legislative contact. Elizabeth Griffith seconded the motion and it carried.

**10. Panel Election**

Elizabeth Weikle made a motion to conduct the Panel election after item 12 a. Panel Member Terms on the agenda. Maureen Finger seconded the motion and it carried.

Maureen Finger made a motion to approve Robert Duffell-Hoffman as Chair and Elizabeth Weikle as Vice Chair. Amanda Groesbeck seconded the motion and it carried.

**11. Food & Nutrition Conference Expo (FNCE) – Nashville TN, October 11-14, 2025**

This item was discussed after item 8 on the agenda. Amanda Groesbeck made a motion to approve two staff members and two Panel members, Katherine Bernard and Elizabeth Griffith to attend the Food and Nutrition Conference. Maureen Finger seconded the motion and it carried.

**12. Discussion**

a. Panel Member Terms

Elizabeth Weikle made a motion to go into executive session for legal advice. Maureen Finger seconded the motion and it carried.

Amanda Groesbeck made a motion to come out of executive session. Katherine Bernard seconded the motion and it carried.

The Panel has asked that advice counsel do additional research to be discussed at the next meeting.

b. Recusal Refresher Training

Advice Counsel, Brandy Duncan, refreshed the Panel on the recusal process and when the members might need to recuse themselves and why. The refresher included information on Economic Interest, how to properly recuse themselves, and functional tips on the recusal process.

**13. Public Comments**

Maureen Finger stated she was asked to present some questions from the public pertaining to Panel funds and how they are used. One of the questions were if some of the funds could be used for scholarships and purchasing data sets for tracking purposes.

Brandy Duncan stated she and Patrice Deas could have the finance department give a presentation and provide info at the next meeting.

#### **14. Adjournment**

Maureen Finger made a motion to adjourn the meeting at 12:38 pm. Katherine Bernard seconded the motion and it carried.