

**SOUTH CAROLINA PANEL FOR DIETETICS**  
**PANEL MEETING MINUTES**  
**Wednesday, September 10, 2025 at 10:00 A.M. PeeDee Room**  
**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**

Maureen Finger, Panel Chair, called the meeting to order at 10:06 am.

**1. Approval of Agenda**

Amanda Groesbeck made a motion to approve the agenda. Elizabeth Griffith seconded the motion and it carried unopposed.

**2. Panel Mission – Maureen Finger**

Maureen Finger read the Panel’s mission statement.

The purpose of the Panel for Dietetics is to advise LLR in the development of regulations, statutory revisions, and other matters as LLR may request in regard to administration of the Dietetics Practice Act. The Panel also investigates complaints and conducts application and disciplinary hearings in accordance with State statutes and regulations.

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

Maureen Finger  
Katherine Bernard  
Amanda Groesbeck  
Elizabeth Griffith  
Heather Barraco  
Deborah Hutcheon

LLR Staff Present: Alexis Bell, Esq., ODC; Brandy Duncan, Esq., Advice Counsel; Patrice Deas, Board Executive; Tajuana Hall, Program Coordinator; Yarikza Alexander, Lead Investigator; Jennifer Stillwell, Assistant Deputy Director, OIE; Ryan Belton, DOTS.

Others in attendance: Robin Reibold, Court Reporter.

#### **4. Approval of Excused Absences**

There were no absences.

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

- a. Panel Meeting Minutes – March 5, 2025
- b. Special Called Meeting – June 17, 2025

Elizabeth Griffith made a motion to approve the minutes from the March 5, 2025, Panel Meeting and June 17, 2025 Special Called Meeting. Amanda Groesbeck seconded the motion and it carried unopposed. Panel members Heather Barraco and Deborah Hutcheon recused themselves from this vote due to not being Panel members at the time of the meetings.

#### **6. Administrative Reports**

- a. OIE Statistical Report- For Information Only – Yarikza Alexander, Lead Investigator  
From January 1, 2025 to September 8, 2025, there have been 4 cases received, no active investigations, and 4 cases closed.
- b. ODC Report – For Information Only- Alexis Bell, Esq.  
There have been 0 cases opened.

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

- a. Financial Report  
Patrice Deas reported as of July 31, 2025, the cash balance for the Panel of Dietetics is \$537,486.33.
- b. Total Number of Licensees  
As of September 9, 2025 the Panel has 1996 active licensees.

#### **8. New Business**

- a. Approval of 2026 Meeting Dates
  - Wednesday, March 4, 2026
  - Wednesday, September 9, 2026

Katherine Bernard made a motion to approve the dates for the 2026 Panel Meetings. Elizabeth Griffith seconded the motion and it carried unopposed.

#### **9. Panel Member Training**

Amanda Groesbeck made a motion to go into executive session for legal advice while completing the Panel Member Training, with OIE, ODC, and Board Staff present. Katherine Bernard seconded the motion and it carried unopposed.

Alexis Bell, Yarikza Alexander, and Jennifer Stillwell, provided training on the processes of OIE and ODC with the Panel members. The training consisted of extensive details of the investigative process from start to finish, from both the OIE and ODC departments. The Panel members asked questions and were given answers pertaining to how complaints and investigations are processed and what parameters are used to determine the appropriate disposition of violations of the Practice Act.

Brandy Duncan provided training to the Panel on the OAC processes and gave the Panel members a detailed account of the role of Advice Counsel. She discussed Administrative and Board Guidance, Regulatory Drafting and Legislative Advocacy, FOIA, and Panel member roles and responsibilities.

Amanda Groesbeck made a motion to come out of executive session. Elizabeth Griffith seconded the motion and it carried unopposed.

#### **10. Public Comments**

There were no public comments.

#### **11. Adjournment**

Deborah Hutcheon made a motion to adjourn the meeting at 1:50 pm. Heather Barraco seconded the motion and it carried unopposed.