

REVISED CHECKLIST FOR PUBLIC MEETINGS

(Fill in the blanks to correspond to each respective board, commission, or committee.)

_____ I am, Kathleen Nielsen ^{ACTING} _{Chair} person of the Certified Dietitian Licensing Board

_____ I would like to call this meeting of the Certified Dietitian Licensing Board to order.

_____ It is now (time) _____ : _____ (am / pm) on September 25th, 2013.

_____ This meeting is being held in (room) 464 of the Heber M. Wells Building.
in Salt Lake City, UT 84111 _____.

_____ Notice of this meeting was provided as required under Utah's Open Meeting laws.

_____ In compliance with Utah's Open Meetings laws, this meeting is being recorded in its entirety. The recording will be posted to the Utah Public Notice Website no later than three business days following the meeting.

_____ In compliance with Utah's Open Meeting laws, minutes will also be prepared of this meeting and will be posted to the Utah Public Notice Website. Appropriately marked "pending approval" minutes will be posted no later than 30 days after the close of the meeting and "approved" minutes no later than three business days after approval.

_____ The following Board members are in attendance:

	YES	NO
<u>Natalie Shurtliff</u> _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>D. Pauline Williams</u> _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>Karen Paglio</u> _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>Kathleen Nielsen</u> _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>Teri Underwood</u> _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>

_____ The following Board members are absent: (Refer to the above list.)

_____ The following individuals representing DOPL and the Department of Commerce are in attendance:

	YES	NO
<u>Mark B. Steinagel</u> _____, Division Director	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>Sally A. Stewart</u> _____, Bureau Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>Sally Canavan</u> _____, Board Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>

_____ We welcome any visitors and interested persons at this time. Please be sure to sign the attendance report for the meeting and identify yourself before speaking.

_____ As a courtesy to everyone participating in this meeting, at this time we ask for all cell phones, pagers, and other electronic devices to be turned off or changed to silent mode.

_____ Board motions and votes will be recorded in the minutes.

_____ Let us now proceed with the agenda.

_____ (End of the Meeting) It is now (time) _____ : _____ (am / pm), and this meeting is adjourned.