

BY-LAWS OF DIETITIAN ADVISORY COUNCIL

Section I – Name

The name of this group shall be the Dietitian Advisory Group (DAG) and shall be referred to hereinafter as “Advisory Group.”

Section II – Authority

The Advisory Group is formed by the Division of Public and Behavioral Health with the desire to work collaboratively with the Dietitian Industry. The recommendations of the Advisory Group are advisory only and shall be reported to the Administrator of the Health Division through the Division of Public and Behavioral Health (DPBH). The Administrator of the Health Division will report on the Advisory Group’s activities to the State Board of Health.

Section III – Mission

The mission of the Advisory Group shall be to examine, consider, and make recommendations about the following issues:

- (a) Facilitate the development of materials which may be used to educate the public concerning the practice of dietetics;
- (b) Facilitate the exchange of information between dietitians, the Commission on Dietetic Registration of the Academy of Nutrition and Dietetics or its successor organization, the Board; and
- c) To provide recommendations to the Board concerning regulations or practices that affect licensees, review disciplinary actions, appeals, denials or revocations of licenses and terms of the suspension or reinstatement of licenses.

Section IV – Members

Subsection A. Composition. The Advisory Group shall consist of no more than 5 members with a quorum consisting of three members. The Advisory Group should try to include in its membership but not be restricted to the following:

- 1) Four members who are licensees;
- 2) One person who represents the general public;

Subsection B. Alternate Member. If a member is unable to attend a meeting, he/she may designate a representative to serve in his/her stead who shall have all the rights and privileges of the member while acting on his/her behalf.

Subsection C. Term of Membership. Each Member shall serve a term of four years. Members may serve consecutive terms. Member's terms should be staggered so that the entire membership will not be replaced at any one time. In the event of a vacancy, the Board will appoint a qualified person to fill the vacancy.

Subsection D. Compensation. Each member of the Advisory Group is responsible for their own expenses for travel and other costs related to membership.

Subsection E. Staffing. Staff will be provided by the DPBH for purposes of arranging the meetings, preparing agendas, and research needs within the availability of the Division's resources.

Subsection F. Voting. Only members of the Advisory Group shall be entitled to one vote on all business requiring action by the Advisory Group.

Subsection G. Termination. Advisory Group members, who fall out of substantial compliance, shall be terminated from Advisory Group membership. Members who are absent from two consecutive meetings, and who do not notify a Chairperson in advance

of their expected absence or send an alternate, shall be terminated from Advisory Group membership.

Section V – Officers

Subsection A. Duties of Officer. At first meeting each year, the Advisory Group will select a Chairperson. The Chairperson serves as the liaison to the Board and the Health Division. The Chairperson shall conduct the meetings of the Advisory Group. The presiding Chairperson may at his/her discretion appoint any member present to take charge of the meeting. The Health Division shall provide administrative assistance to the Advisory Group.

Section VI – Meetings

Subsection A. Regular. The Advisory Group shall meet as necessary; but, not less than once per year. The Advisory Group shall conduct meetings by telephone, videoconference or other electronic means.

Subsection B. Special. The Division, Chairperson or the Board may call for a Special Meeting with at least two week's notice should the necessity arise. The meeting, however, may only be held if a quorum is present.

Subsection C. Open Meeting Requirements. Meetings shall be conducted in accordance with NRS 241, known as "Nevada's Open Meeting Law."

Subsection D. Parliamentary Procedure. The Robert's Rules of Order shall govern the functions of the Advisory Group.

Section V – Amendment of the Bylaws

The bylaws may be amended as approved by a majority vote of the Advisory Group.