REVISED CHECKLIST FOR PUBLIC MEETINGS

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

____ I am, D. Pauline Williams, chairperson of the Dietitian Board

____ I would like to call this meeting of the Dietitian Board to order.

____ It is now (time) 9:14 (am / pm) on (date) May 15th, 2014.

____ This meeting is being held in (room) 474 of (building) the Heber Wells

in (city, state) Salt Lake City Utah.

____ 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 / Committee / Commission) members are in attendance:

	YES	NO
Natalie J. Shurtliff	☑	☐
Lacie M. Peterson	☑	☐
D. Pauline Williams	☑	☐
Teri Underwood	☑	☐
Karen Paglio	☑	☐
	☐	☐
	☐	☐
	☐	☐

____ The following (Board / Committee / Commission) members are absent: (Refer to the above list.)

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

		YES	NO
Mark B. Steinagel	Division Director	☐	☑
Sally Stewart	Bureau Manager	☑	☐
Sally Canavan	Board Secretary	☑	☐
		☐	☐
		☐	☐
		☐	☐

____ 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) 10:14 (am / pm), and this meeting is adjourned.