

MICHIGAN ENVIRONMENTAL HEALTH ASSOCIATION

An organization of professionals dedicated to the improvement of health through management of the environment.

MICHIGAN ENVIRONMENTAL HEALTH ASSOCIATION EXECUTIVE BOARD MINUTES February 8, 2002

I. CALL TO ORDER

The Executive Board of the Michigan Environmental Health Association held its' board meeting on February 8, 2002 at the Park Place Hotel, Traverse City, Michigan. The meeting was called to order by President Mike Juhasz at 10:00 a.m.

Members Present: Mike Juhasz, Alan Hauck, Lori Simon, Bruce Du Hamel, Mike Patterson, Pam Malaska, Keith Krinn, Kevin Besey, and Diane Griswold.

Members Absent: Jim LaFleur & Diane Forys, Excused

Guests Present: Nancy Atwood

II. ADDITIONS TO THE AGENDA

- A. New Business – add item B, Emeritus Status
 - add item C, Procurement of a teleconference phone.
 - add item D, Funding for conference committees to attend conferences.
 - add item E, CEU Committee funding.

Motion by Lori Simon and seconded by Mike Patterson to accept the agenda as revised. Motion carried unanimously.

III. SECRETARY'S REPORT

- A. Alan Hauck indicated that a request for committee reports was mailed to each committee chair.
- B. Draft copies of the January 11, 2002 minutes were passed out and reviewed.

Motion by Bruce Du Hamel and seconded by Pam Malaska to accept the minutes as revised. Motion carried unanimously.

IV. TREASURER'S REPORT

- A. Bruce Du Hamel distributed a copy of the treasurer's statement for the period of December 8, 2001 – January 7, 2001.
 - B. Bruce Du Hamel indicated that a \$15,000.00 +/- C.D. has matured. The renewal rate ranged from 2.5 to 3.5 % depending on the term. Bruce Du Hamel with board concurrence will stagger the amount as per the investment strategy developed with AG Edwards. Half the amount will be invested at 2.5% for a 1-year term and the rest at 3.5% at a 3-year term.
 - C. Bruce Du Hamel indicated that he would meet with the Audit Committee on 2/13/02.
- Motion by Pam Malaska and seconded by Lori Simon to accept the treasurer's report as submitted. Motion carried unanimously.**

V. PRESIDENT'S REPORT

- A. Mike Juhasz indicated that the member development fund has received one application. Discussion held.
- ~~B.~~ The Executive Board went into a closed session at 11:20 a.m. to discuss the award nominees. The board came out of closed session at noon to break for lunch and then continued the closed session again after lunch until the closed session ended at 1:10 p.m. The board approved the committees recommended award nominees and added to the LaRue L. Miller, Sanitarian of the Year Award category. *

*The language of this section was amended by Board action on May 10, 2002. See the May 10th minutes for motion to amend this section. [The amended language reads: The Board amended the Award Committees recommended award nominees by adding a second candidate to the LaRue L. Miller Sanitarian of the Year Award.]

VI. PRESIDENT ELECT'S REPORT

- A. Lori Simon indicated that MEHA's Code of Ethics would be passed out in the new member packets. She indicated that it would not be printed on heavy card stock.
- B. Lori Simon indicated that David Tharp with IAFP contacted her. She indicated that IAFP's conference was last held in Michigan in 1999. David Tharp asked if we were interested in being considered for the conference in the future (possibly in 2012). Discussion held. The consensus of the board was positive.
- C. Lori Simon indicated that NSF has generously donated \$1000.00 for printing of the 2002 MEHA membership directory. NSF will also donate an item for the silent auction.

VII. UNFINISHED / OLD BUSINESS

- A. Conference chair packets – Tabled to a future board meeting.
- B. Update on Training Data Base Ad-Hoc Committee – Discussion held.
- C. Inventory of supplies at MEHA offices –Tabled until complete inventory can be finished.

- D. Food Service Sanitation Regulation/Resource Manual Revision Committee – Deferred until the April '02 bd. meeting.
- E. Charges for the Site Selection Committee – They are in the process of being developed.

Page 3

- F. Committee Chair-elect position on the Site Selection Committee – Discussion held. Lori Simon to report on this position at a later board meeting.
- G. MEHA calendar – Board members are to review the previous edition of the calendar that Lori Simon passed out. Each board member are to submit their proposed changes at a future board meeting.

VIII. NEW BUSINESS

- A. Annual business meeting packet – General discussion held.
- B. Discussion on Emeritus Status – Bruce DuHamel passed out a memo from Ron Holben on the requirements for becoming a member with Emeritus Status. Discussion held.
- C. Procurement of a teleconference phone. – Discussion held. Kevin Besey indicated that he would check into any technology advancements and possible cost.
- D. Funding for conference committees to attend conferences - Discussion held. Motion by Keith Krinn and seconded by Lori Simon to allow committee members to attend the five major MEHA sponsored conferences at no cost for registration. Discussion held. Keith Krinn withdrew his motion. **Motion by Pam Malaska and seconded by Lori Simon to waive the registration fee for individual committee member(s) of the five major MEHA sponsored conferences who cannot receive reimbursement from their departments.**
Providing the particular conference committee can raise enough funds to offset the cost of the waived registrations. Motion failed on a vote of 3 to 4. Voting for the motion were Keith Krinn, Lori Simon and Pam Malaska. Voting against the motion were Bruce DuHamel, Alan Hauck, Mike Patterson and Kevin Besey. Diane Griswold abstained.
- E. CEU Committee funding – Kevin Besey indicated that he was contacted by Barb Nickels about a committee budget for the CEU award certificates. Discussion held.

IX. COMMITTEE REPORTS

- A. AEC Committee – Nancy Atwood reported on the upcoming conference. She indicated that the total revenues for the conference were more than the expected expenditures. Discussion held. Mike Juhasz thanked Nancy and the AEC Committee for their work.
- B. Audit Committee – Scheduled to meet February 13, 2002.
- C. Awards Committee – Discussed earlier during closed session.
- D. Bylaws & Policies and Procedures Revision Ad Hoc Committee – Proposed changes are in the process of being mailed to all members.
- E. Continuing Education Committee – Discussed earlier.
- F. Endowment Committee – No report.
- G. Environmental Education Committee – No Report
- H. Food Protection Conference Planning Committee - Lori Simon will be appointing a new conference chair for the 2002 conference in the near future.
- I. Food Service Sanitation Regulation/Resource Manual Revision Committee – This committee has been sunset w/ review of the action at a future board meeting.
- J. Grant & Training Fund Committee – Discussed earlier.

- K. Groundwater Conference Planning Committee – No report.
- L. Legislative Observance Committee – No report.
- M. Membership Committee – No report.

Page 4

- N. Nominations and Resolutions Committee – Ballots have been placed on the web site for absentee voting.
- O. Professional Development Committee – No report.
- P. Public Relations Committee – No report.
- Q. Ready Reference Committee – This manual is under review.
- R. Recreational Waters Committee – This conference is scheduled for April 17 & 18, 2002 at the Valley Plaza Resort in the Midland/Bay City area.
- S. Sanitarian Registration Ad Hoc Committee – CIS cancelled a meeting that was scheduled for 1/16/02. The committee is to meet before the next meeting with CIS to discuss the 10-year rule and accredited universities.
- T. Site Selection Committee – No report.
- U. Training & Data Base Ad-Hoc Committee – Discussed earlier.
- V. Wastewater Conference Planning Committee – No report.
- W. Website Committee – Discussion held.

X. CORRESPONDENCE

None

XI. NEXT MEETING

The Associations Annual Business Meeting is scheduled for 3:00 p.m. on Thursday March 21, 2002 at the Park Place Hotel in Traverse City, Michigan.

The Executive Board will meet on March 22, 2002 at the Park Place Hotel in Traverse City, Michigan. This meeting will start at 7:30 a.m.

XII. ADJOURNMENT

Motion by Lori Simon and seconded by Pam Malaska to adjourn the meeting at 2:12 p.m. Motion passed unanimously.

Respectfully submitted,

Alan Hauck R.S.
February 8, 2002