

# 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 7, 2003**

### **I. CALL TO ORDER**

The Executive Board of the Michigan Environmental Health Association held its board meeting on February 7, 2003 at the Valley Plaza Resort, 5221 Bay City Road, Midland, Michigan. President Lori Simon called the meeting to order at 10:10 a.m.

Members Present: Lori Simon, Bruce Du Hamel, Mike Juhasz, Alan Hauck, Mike Patterson, Pat Donovan, Terry Anderson, Becky Ouellette, Kim DeMars, & Diane Forys.

Members Absent: Jim LaFleur, excused.

Guests Present: Mike Ells, Ferris State University.

### **II. ADDITIONS TO THE AGENDA**

A. New Business – No additions

B. Old Business – No additions

**Motion by Mike Patterson and seconded by Kim DeMars to accept the agenda as submitted. Motion carried unanimously.**

**Motion by Mike Juhasz and seconded by Mike Patterson to change the order of the day allowing Mike Ells from Ferris State University to speak first. Motion carried unanimously.** (See Item # A under New Business and item # S under committee reports for information on Mike Ells presentations/discussions.)

### **III. SECRETARY'S REPORT**

- A. The Secretary reported that the deadline for turning in committee reports for the annual business packet is February 20<sup>th</sup> and that to date six reports have been received.
- B. Draft copies of the August 9, 2002 board minutes were passed out and reviewed. **Motion by Mike Juhasz and seconded by Diane Forys to accept the minutes. Motion carried on a hand count vote of 5 to 3. Voting for the motion were Alan Hauck, Mike Juhasz, Diane Forys, Becky Ouellette and Kim DeMars. Voting against the motion were Pat Donovan, Bruce Du Hamel, and Mike Patterson. Terry Anderson sustaining.**

- C. Draft copies of the December 6, 2002 draft minutes were passed out for review.

**Motion by Mike Juhasz and seconded by Kim DeMars to accept the minutes as revised. Motion passed on a hand count vote of 6 to 2. Voting for the motion were Alan Hauck, Mike Juhasz, Bruce Du Hamel, Becky Ouellette and Kim DeMars. Voting against the motion were Pat Donovan and Diane Forys. Terry Anderson sustaining.**

- D. Draft copies of the January 10, 2003 minutes were passed out for review.

**Motion by Terry Anderson and seconded by Becky Ouellette to accept the minutes as revised. Motion passed on a hand count vote of 7 to 2. Voting for the motion were Terry Anderson, Alan Hauck, Mike Juhasz, Becky Ouellette Diane Forys, Mike Patterson and Kim DeMars. Voting against the motion were Pat Donovan and Bruce Du Hamel.**

#### **IV. TREASURER'S REPORT**

- A. Becky Ouellette distributed a copy of the treasurer's statement for the period of January 7, 2003 – February 7, 2003.
- B. It was reported that the AG Edwards Funds were re-balanced as per discussion at the board meeting held on January 10, 2003.
- C. Discussion held on how MEHA handles renewal notices and to see if there is a more cost effective manner in which this can be handled. Becky Ouellette was instructed to determine how many members we had on December 31 for the current and past years, to see what effect timely membership renewals have on the organizations cash flow/balances.

**Motion by Terry Anderson and seconded by Alan Hauck to accept the treasurer's report as submitted. Motion passed unanimously.**

#### **V. PRESIDENT'S REPORT**

- A. Lori Simon indicated that she had sent a letter to Ron Grimes thanking him for his service to the organization. She also thanked Pat Donovan for taking the lead in identifying people in MEHA's photo album archives. These albums will be made available at the AEC.
- B. Simon discussed the notice from Joe Crigier, Chairperson of the Nominations Committee regarding the withdrawal of one candidate for President-Elect.
- C. Simon distributed a report on the number of hits on the MEHA website.

- D. Lori Simon stated that she has been in contact with Katherine Fedder in reference to the availability of MDA funds for the printing of the Ready Reference. Fedder suggested we contact Penny (from MRA), who is the chair of the subcommittee. This subcommittee is charged with identifying how to use monies generated from the educational surcharge on the food licenses. Simon stated that “regulators must have sufficient tools available. This could mean reference materials”. Simon contacted Dave Norkus, Chairperson of the Grants & Training Funds Committee and requested he contact Penny to discuss the ready reference and our needs. Per Ms. Fedder, an advisory committee meeting has been scheduled for Friday, March 14, 2003 at 9:30 a.m. At this meeting, the subcommittee will bring forth their recommendations on how monies from the educational surcharge could be spent.
- E. Simon reported that Janet Phelps, MEHA Publication Editor, has been in contact with NEHA. NEHA indicated that they would not be able to cover the cost of advertising in the MEHA Journal. However, they offered to trade their CEU Quiz for MEHA printing a NEHA article/announcement in our Journal. The general consensus of the board was to follow the direction from the January 10, 2003 board meeting.
- F. Simon mentioned that some state affiliates are offering “scholarships” for members to attend NEHA’s AEC. NEHA has asked all affiliates to consider this.

## **VII. UNFINISHED / OLD BUSINESS**

- A. None

## **VIII. NEW BUSINESS**

- A. Mike Ells, Occupational & Environmental Health Program at Ferris State University – Mike Ells thanked Pat Donovan for making a presentation to one of his Environmental Health classes and to the Ferris Environmental Health Association (FEHA). Pat talked about MEHA as a professional organization and about the E-H Profession.

Ferris is one on only 24 accredited Environmental Health Programs in the United States. Twenty-three of these programs are currently loosing enrollment. Ells stated that this trend has been slowly developing over the last decade. The enrollment at Ferris’s started to decline in the late 80’s. Eastern Carolina Univ. is the one program that does not have declining enrollment. Ferris will try to emulate what made ECU’s program so successful.

On the positive side, retention of students already in Ferris’s program is very high. They are currently developing a 3-credit survey course in Environmental Health and Safety. This will be a science elective that is open to all students. Ferris has just entered into a 3 + 1 agreement with Delta College in Saginaw. Governor Engler allowed six community colleges to start offering 300 level classes. Delta College contacted FSU about Delta's existing Hazardous Materials Program. A 3 + 1 agreement allows a Delta student to take the last year of a four-year program through Ferris and obtain a BS degree issued by Ferris State University. The classes in the fourth year of the program are taught at the community college.

The Environmental Health Program at Ferris is currently under Academic Program Review. At the end of this review period the program could either continue, continue with monitoring or be discontinued. One of the problems is that this program appears to be a “hidden profession”. Most students do not come straight out of high school but transfer into the program. Pat Donovan mentioned that 20 years ago the membership and NEHA were split about the name Sanitarian and the term Environmental Health Specialist started to be used. Now 20 years later the general public does not know or understand either term. Terry Anderson talked about the importance of talking to community colleges. Besides concentrating on the science programs, students in the Food Service Programs should be contacted.

Ells stated that the university will not allow the program to develop a masters level program until the enrollment for the Bachelors program increases to acceptable numbers. Ferris is developing a power point program about their program and the Environmental Health Profession. Ells stated that that they already work closely with several community colleges in their current attempts to recruit new students into the program.

Mike Ells stated that anybody interested in obtaining materials about Ferris’s program; that would help them make presentations to groups about the Environmental Health program and profession may contact him by e-mail at [ellsm@ferris.edu](mailto:ellsm@ferris.edu)

## **IX. COMMITTEE REPORTS**

- A. AEC Committee – The conference is set for the Valley Plaza Resort in Midland. The conference will be held March 12 -14, 2003. Other than a few speaker changes the conference is all set. Corporate Sponsors have pledged approximately \$8000 in financial support for the conference.
- B. Audit Committee – Meets at the end of February.
- C. Awards Committee – Pat Donovan gave this committees report for Chairperson Ron Grimes. **Motion by Mike Patterson and seconded by Bruce DuHamel to move to executive session to discuss the Awards Committees award nominees. Motion passed unanimously.** Move to executive session at 11:20 a.m. Moved out of executive session at 11:33 a.m.

**Motion by Pat Donovan and seconded by Mike Juhasz to accept the awards committees’ nominations as submitted. Motion passed unanimously.**

**Motion by Pat Donovan and seconded by Mike Juhasz to accept K. Durwood Zank and Harry E. Grenawitzke for Emeritus Status in MEHA. Motion passed unan.**

**The history of the Art Harvey Award was discussed. Lori Simon and Diane Forys stated that some information was found in the historical documents that were reviewed. Information will be reported on at a future meeting.**

- D. Blue Ribbon ad-hoc Committee – No report.

- E. Bylaws & Policies and Procedures Revision Ad Hoc Committee – No report.
- F. Continuing Education Committee – No report.
- G. Endowment Committee – A raffle and silent auction will take place at the AEC to benefit MEHA’s Endowment Fund.
- H. Environmental Education Committee – Lori Simon discussed the fact sheets that were received from Committee Chair, Rebecca Burns. Individual fact sheets on “Understanding your drinking water sample results” were reviewed, one on bacteriological analysis and one on partial chemical results. **Motion by Mike Juhasz and seconded by Diane Forys to accept the two pamphlets with correction of the typographical errors. Motion passed unanimously.**

A third fact sheet on Underground Storage Tanks was presented. **Motion by Mike Juhasz and seconded by Becky Ouellette to place this fact sheet on MEHA’s website. Discussion centered around the belief that a lot of literature already exists on this topic. It was suggested that this fact sheet should be reviewed to see if it conflicts with already existing literature. Mike Juhasz stated that if we receive any information contrary to information presented in this or any of MEHA’s other fact sheets, then that fact sheet would be pulled for review. Motion passed on a voice vote of 5 to 1.**

- I. Food Protection Conference Planning Committee – Becky Ouellette distributed and discussed the final financial report for the 2002 Food Protection Conference. **Motion by Bruce Du Hamel and seconded by Mike Juhasz to direct the Treasurer to deposit \$3500.00 from the Food Protection Conference proceeds into the Endowment Fund account. Discussion centered on concerns that we may be “locking up” money into too many different accounts. Motion passed on a count of 6 to 2. Voting for the motion were Mike Patterson, Bruce DuHamel, Diane Forys, Becky Ouellette, Terry Anderson, & Kim DeMars. Voting against the motion were Pat Donovan and Alan Hauck.**

President Lori Simon indicated that since the chair of this committee stepped down from the position, the board would have to appoint a new chair. **Motion by Bruce Du Hamel and seconded by Kim DeMars to appoint Derrick Simmons Chairperson of the 2003 Food Protection Conference. Motion passed unanimously.**

- J. Grant & Training Fund Committee – Kim Demars indicated that the Grant committee has received 7 responses back from the 18 letters mailed out to foundations. One letter requested additional information from MEHA about the Ready Reference. Discussion held on the Training Data Base Grant and the general consensus of the board was to send out a “second notice” for payment of the final installment.
- K. Groundwater Conference Planning Committee – No report.

- L. Legislative Observance Committee – Mike Juhasz asked the board to reconsider mailing out the legislative letter discussed at the January 10, 2003 board meeting. Discussion centered on the importance of legislators knowing of our organization and who in each legislative office would read or possibly screen our letter.

**Motion by Becky Ouellette and seconded by Kim DeMars to mail the aforementioned letter to each Michigan legislator. Motion passed on a vote of 5 to 2. Voting for the motion were Mike Juhasz, Alan Hauck, Becky Ouellette, Diane Forys, and Kim DeMars. Voting against the motion were Terry Anderson and Bruce DuHamel.**

- M. Membership Committee – No report from committee. Bruce Du Hamel stated that he would like to look into different ways of distributing membership cards.
- N. Nominations and Resolutions Committee – Discussed earlier during executive session.
- O. Professional Development Committee – No report.
- P. Public Relations Committee – No report.
- Q. Ready Reference Committee – Lori Simon indicated that the wastewater section had been sent to the committee chair by email; however, the attachments could not be opened. She indicated this had occurred with the groundwater section and the materials will have to be burned onto a CD in order to retrieve them.

Simon indicated the chair had posed the question of whether the Ready Reference will be made available in an electronic format (CD-ROM). Many LHD's use field computers and having resources available in electronic format may be useful. Simon indicated concerns have been raised regarding unauthorized copying of the ready reference in this format. After discussion it was decided the issue of the ready reference being available on CD-ROM would be addressed at a future board meeting. The general consensus of board was to focus on finishing the print version of the Ready Reference Manual.

She also indicated through emails that an individual from the TAC committee has a spreadsheet program for designing pressure dose systems available. Mr. Stephens is willing to give this program to MEHA at no charge, available on disc or CD, to be included with the ready reference. After discussion, the general consensus of the board was not to include this type of program with the Ready Reference Manual.

Simon indicated the Chairperson, Laura Riddell has worked on the upgrade of the Ready Reference for the past three years. Ms. Riddell indicated she does not know when the manual will be completed until she receives the disc on the wastewater section. Once received, she will have to determine how it is formatted and what, if any, changes will be needed since the attachments could not be opened.

- R. Recreational Waters Committee – The Committee is nearing completion of a one-day conference to be held on April 17<sup>th</sup>, 2003 at the Sheridan Inn in Lansing. Lori Simon announced that a disc containing MEHA's Environmental Health Pool Manual has been located. This disc had been missing in action since the manual was last updated in 1999. The disc was forwarded to MALPH for storage.
- S. Sanitarian Registration Ad-hoc Committee – No report.
- T. Site Selection Committee – No report
- U. Wastewater Conference Planning Committee – This committee made a request to add to the inter-organization agreement between MEHA, MOWRA, and MSTA a statement, that a complete financial summary is to be developed and submitted each year within 70 days following the conclusion of the conference to each of the three associations.

**X. CORRESPONDENCE**

None

**XI. NEXT MEETING**

The Executive Board will meet on Friday, March 14, 2003 at the Annual Educational Conference in Midland.

**XII. ADJOURNMENT**

**Motion by Mike Juhasz and seconded by Terry Anderson to adjourn the meeting at 3:40 p.m. Motion passed unanimously.**

Respectfully submitted,

Alan Hauck R.S.  
February 7, 2003