



# 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 April 4, 2003

### I. CALL TO ORDER

The Executive Board of the Michigan Environmental Health Association held a meeting on Friday, April 4, 2003 at the Highland Township Offices, Highland, Michigan. President Bruce Du Hamel called the meeting to order at 9:07 a.m.

Members Present: Bruce Du Hamel, Alan Hauck, Pat Donovan, Kimberly DeMars, Becky Ouellette, Ryan Whaley.

Members Absent: Diane Forys, John Gohlke, Lori Simon, Derrick Simmons and Mike Patterson, all excused

Guests Present: State Representative John Stakoe and Steve Hall.

### II. ADDITIONS TO THE AGENDA

A. None

**Motion by Alan Hauck and seconded by Pat Donovan to change the order of the day to discuss item # F of unfinished business (RS/CIS discussion with legislator) before the secretary's report. Discussion held. Motion passed unanimously on a voice vote. (See item # F under unfinished business for information.)**

### III. SECRETARY'S REPORT

A. Copies of the February and March Executive Board minutes were passed out and reviewed.

**Motion by Becky Ouellette and seconded by Ryan Whaley to approve the February 7, 2003 minutes as revised. Motion passed on a vote of 4 to 1. Voting for the motion were Alan Hauck, Kimberly DeMars, Becky Ouellette, and Ryan Whaley. Voting against the motion was Pat Donovan.**

**Motion by Becky Ouellette and seconded by Kimberly DeMars to approve the March 14, 2003 minutes as revised. Motion passed on a vote of 4 to 1. Voting for the motion were Alan Hauck, Kimberly DeMars, Becky Ouellette, and Ryan Whaley. Voting against the motion was Pat Donovan.**

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

- A. Copies of the Treasurer's Statement dated February 8, 2003, through March 7, 2003 were distributed and reviewed. Becky Ouellette addressed general questions about income and expenses for the Wastewater Conference and Endowment Fund. The general consensus of the board was to have the treasurer separate out the income from the silent auction and raffle that benefited the Endowment Fund.
- B. Becky Ouellette stated that within the next month she will start the process of changing the association's fiscal year as approved by the board on March 14, 2003.
- C. Becky advised the board that the quarterly report from the treasurer will be published in the MEHA Journal.

**Motion by Ryan Whaley and seconded by Kimberly DeMars to accept the treasures report as submitted. Motion passed unanimously on a voice vote.**

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

- A. Bruce Du Hamel announced that Suzanne Kidder has stepped down as chairperson of the Site Selection Committee.
- B. Bruce passed out a tentative budget for his attendance to NEHA's Annual Educational Conference to represent MEHA as their delegate.

**Motion by Pat Donovan and seconded by Alan Hauck to accept the proposed budget for the Presidents attendance to NEHA's AEC with the understanding that a final cost/budget be submitted for review. Discussion held. Motion passed unanimously on a voice vote.**

#### **VI. UNFINISHED / OLD BUSINESS**

- A. IAFP delegate – Discussion held on MEHA's IAFP delegate for this year's conference. Becky Ouellette will represent MEHA as this years delegate to the IAFP Conference. Becky will attend the conference in place of the President-elect who is unable to attend this year's conference. The general consensus of the board is for the secretary to attend the 2004 conference if the then President-elect cannot attend.
- B. MEHA Executive Board roster – A new roster is being created and will be distributed.
- C. MEHA committee/liaison approvals – A revised/updated list of committee chairs/liaisons was reviewed and discussed.

**Motion by Alan Hauck and seconded by Becky Ouellette to accept the 2003 Committee Chairs/Liaison list as submitted and dated 4/14/03. Motion passed unanimously on a voice vote.**

- D. Food Safety Education Advisory Committee – The general consensus of the board is to have Becky Ouellette be MEHA's representative on this state committee.

- E. Ready Reference manuals – Discussion held regarding funding and completion of this manual, the general availability of the Ready Reference and possibly providing it in an electronic version. The general consensus of the board was not to make the Ready Reference available in an electronic version. Pat Donovan presented a CD that is available from the EPA. The CD covers topics on Wastewater treatment / Educational materials. The disc was referred to Derrick Simons for review by the On-site Committee.
- F. RS/CIS discussion with legislator – Discussion held regarding the upcoming meeting with State Representative John Stakoe to discuss this issue. After discussion the general consensus of the board was to formulate an action plan and to develop a survey for distribution to E-H Directors, the membership and possibly to professionals in the field. This survey will detail options available to Michigan Sanitarians and garner current feedback on this issue. Several issues were identified as possible topics to be covered in the survey: Side by side comparison of the RS/REHS requirements, legislative barriers/background, membership perspectives, possible statutory changes required to accept NEHA's REHS/credentialing/exam, the general length of the survey should be held to 5 or 6 questions.

Kim DeMars indicated that CIS charges \$47.00 to obtain a list of all Registered Sanitarians in the State of Michigan. The board directed Kim to contact CIS and purchase a mailing list.

The board met with State Representative John Stakoe to discuss the RS issue. Rep. Stakoe showed great interest in this topic and agreed to look into the issue and possibly set up meeting(s) with CIS to discuss MEHA's concerns.

## **VII. NEW BUSINESS**

- A. Duration of minutes posted on the website – Discussion held. The general consensus of the board is to move the 2002 calendar year minutes into a folder for archiving. The minutes are to be posted individually for one year then archived by year.
- B. Complete distribution of minutes thru e-mail – Deferred until June's meeting
- C. Use of MEHA logo on members business cards – Discussion held. The general consensus of the board is that the MEHA logo is protected and do not approve of its use on personal business cards at this time.
- D. Reschedule of the August 1, 2003 Executive Board meeting – This scheduled meeting is to be tentatively changed to August 8, 2003 for MMDHD offices in St. John.

## **VIII. COMMITTEE REPORTS**

- A. Annual Education Committee – The committee is currently looking into holding the 2004 conference at the Crown Plaza Hotel in Grand Rapids.
- B. Audit Committee – No report.

- C. Awards Committee – Pat Donovan forwarded Mike Ells the criteria for the awards. The committee is in the process of being formed. The board will be informed of the members once the committee is finalized.
- D. Bylaws/Policy and Procedures Revision AdHoc Committee – An action plan for this committee was drafted and the committee is in the process of being formed.
- E. CEU Committee – No report.
- F. Endowment Committee – Bruce Du Hamel discussed the goal of increasing the activity associated with the Endowment Fund in hopes of substantially increasing the funds balance.
- G. Environmental Education Committee – No report.
- H. Food Protection Conference Planning Committee– This committee is looking into having a workshop on well and on-site systems serving restaurants. The committee will possibly offer NEHA’s Certified Food Safety Professional (CFPS) examination at the conference.
- I. Grant & Training Fund Committee – No report.
- J. Groundwater Conference Planning Committee – Plans for the 2003 conference are ongoing.
- K. Legislative Observance Committee – No Report
- L. Membership Committee – No Report
- M. Nominations and Resolutions Committee – No Report
- N. Professional Development Committee – The committee approved two applications for membership development. The Awards Committee is to select the scholarship winner.
- O. Ready Reference Committee – Discussed earlier under unfinished business item # E.
- P. Recreational Waters Conference Committee – Scheduled for April 17<sup>th</sup> in Lansing.
- Q. Sanitarian Registration Adhoc Committee – Discussed under unfinished business item #F
- R. Wastewater Conference Planning Committee – Conference planning is ongoing.

**IX. NEXT MEETING**

The Executive Board will meet at MDEQ offices at 120 W. Chapin Street in Cadillac, on Friday, May 16, 2003. The meeting will begin at 10:00 A.M.

**X. ADJOURNMENT**

**Motion by Ryan Whaley and seconded by Alan Hauck to close the Executive Board meeting. Motion passed unanimously on a voice vote.** The meeting was adjourned at 2:52 P.M.

Respectfully submitted,

Alan Hauck R.S.  
Secretary MEHA  
April 4, 2003