



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 13, 2004

I. CALL TO ORDER

The Executive Board of the Michigan Environmental Health Association held a meeting on February 13, 2004 at the Crowne Plaza Hotel, Grand Rapids, Michigan. President Bruce Du Hamel called the meeting to order at 10:05 a.m.

Members Present: Bruce Du Hamel, Mike Patterson, Alan Hauck, John N. Gohlke, Pat Donovan, Becky Ouellette, Derrick Simmons, & Kimberly DeMars.

Members Absent: Ryan Whaley, Lori Simon and Diane Forys, all excused.

Guests Present: Harry Grenawitzke, Michael D. Ells, Melanie Fahndrich, and Julie Melia.

Motion by Mike Patterson and seconded by Derrick Simmons to go into executive session @ 10:07 a.m. to discuss the MEHA awards as presented by the Awards Committee. Motion passed unanimously on a voice vote.

Motion by Alan Hauck and seconded by Becky Ouellette to come out of executive session at 10:32 a.m. Motion passed unanimously on a voice vote.

Motion by Pat Donovan and seconded by John N. Gohlke to accept the award nominees as presented during executive session by the Award Committee. Motion passed unanimously on a voice vote.

II. ADDITIONS TO THE AGENDA

A. None.

Motion by Alan Hauck and seconded by Becky Ouellette to accept the agenda as presented. Motion passed unanimously on a voice vote.

III. SECRETARY'S REPORT

A. Draft copies of the January 16, 2004 Executive Board meeting minutes were passed out and reviewed.

Motion by Kimberly DeMars and seconded by Derrick Simmons to accept the minutes. Motion passed on a vote of 6 to 1. Voting for the motion were Mike Patterson, John N. Gohlke, Alan Hauck, Becky Ouellette, Kimberly DeMars, and Derrick Simmons. Voting against the motion, Pat Donovan.

IV. TREASURER'S REPORT

- A. Becky Ouellette reported that she has not received all the necessary information to complete a Treasurer's report for this time period.
- B. Paul Parsons of AG Edwards has agreed to attend the April board meeting to discuss MEHA's investments.

V. PRESIDENT'S REPORT

- A. Doug Ebelherr invitation to the AEC – Bruce Du Hamel reported that Doug Ebelherr of NEHA had to decline our invitation to attend and speak at MEHA's Annual Education Conference. Doug has a prior commitment to attend another affiliates AEC.
- B. NEHA Bio-terrorism workshop – Approximately 85 registrations have been received for this workshop co-sponsored by MEHA & NEHA.
- C. MEHA representative on the 2005 Wastewater Conference Committee – Ted Loudon informed Bruce by letter that Steve Aguinaga will not be able to continue as a member of this Conference Committee a replacement will have to be appointed.
- D. TAC – Regina Young, Brian Wilke and Steve Aguinaga as an alternate are MEHA's representatives on this committee. John N. Gohlke will contact these members to see if they will continue as representatives to this committee.

Bruce thanked all board members for their dedication, hard work and participation on MEHA's Executive Board.

VI. UNFINISHED / OLD BUSINESS

- A. RS ad hoc report – Bruce reported that he reviewed the draft language with Larry Olivares, Legal Counsel for the Legislative Services Bureau. Bruce indicated that he would like to continue his involvement with this committee when he assumes his duties as MEHA's Past President in March.
- B. Ready Reference update – Bruce Du Hamel, Becky Ouellette, Kimberly DeMars and Alan Hauck met in Ann Arbor to review the "final draft" of each individual section of the Ready Reference Manual.

Motion by Alan Hauck and seconded by Becky Ouellette to authorize the reprinting of up to 1000 copies at a cost expenditure of up to \$200.00 for printing DEQ's, Steps for responding to elemental mercury spills for inclusion in MEHA's Ready Reference.

- C. Endowment Fund Policy – Deferred to a future board meeting.

- D. Membership listings on MEHA's website – Bruce discussed correspondence he received about including MEHA's membership list on the website. The information would not include an individual's address or phone number. Item tabled to a future board meeting.
- E. Emeritus nominations – Discussed under executive session with Awards Committee. Several new nominees were presented for consideration.

Motion by Alan Hauck and seconded by Kimberly De Mars to grant emeritus status to Keith Krinn. Motion passed unanimously on a voice vote.

Bruce will contact Keith by letter informing him of his inclusion. Bruce will also notify Julie at MALPH regarding Keith's emeritus status. Documentation of membership and service on the other proposed nominees needs to be submitted.

- F. Food Protection Conference hotel contract – Kimberly De Mars will contact Chuck Lichon to discuss the proposed dates and contract with the Crowne Plaza Hotel in Ann Arbor, tentative site of the 2004 Food Protection Conference.
- G. MEHA's representative at NEHA's AEC – John N. Gohlke will not be able to attend this years NEHA Annual Educational Conference. As discussed at the January 16, 2003 board meeting Bruce Du Hamel will attend the conference. Bruce will develop a tentative budget for the conference and present it at a future board meeting.

VII. NEW BUSINESS

- A. Membership renewal date – Pat Donovan suggested that the membership year be changed to coincide with MEHA's fiscal year. The general consensus of the board is to have the membership committee look into this proposal and make a recommendation.
- B. Plan review course – Harry Grenawitzke announced that NSF & FDA are preparing a course on plan review and want to put it on in Michigan. This two day workshop/conference would be co-sponsored by NSF, MEHA, MDA and FDA. MEHA CEU's would be granted for attendance at this workshop/conference. In addition a certificate of completion would be awarded. The conference would be held at no cost to MEHA. It was suggested that the conference be held as part of a future Food Protection Conference.

Motion by Becky Ouellette and seconded by Mike Patterson to partner with NSF, MDA and FDA to promote this plan review workshop at a time and place to be determined. Motion passed unanimously on a voice vote.

The AEC Committee has agreed to provide NSF with a booth at the 2004 AEC to promote the plan review training. Harry also suggested that NSF would be able to present a program on water treatment devices at the 2004 Groundwater Conference.

VIII. COMMITTEE REPORTS

- A. Annual Education Committee – The conference is set for March 17 – 19, 2004 at the Crowne Plaza Hotel in Grand Rapids.
- B. Audit Committee – No report.
- C. Awards Committee – Discussed during executive session at beginning of meeting.
- D. Bylaws/Policy and Procedures Revision adhoc Committee – Mike Ells will submit a new copy to the board.
- E. CEU Committee – No report.
- F. Endowment Committee – No report.
- G. Environmental Education Committee – No report.
- H. Food Protection Conference Planning Committee – Discussed under unfinished business, item #F. Dave Peters of the University of Michigan is chairperson of this committee.
- I. Grant & Training Fund Committee – No report.
- J. Groundwater Conference Planning Committee – The 2004 conference is scheduled to be held at the Holiday Inn in Grayling. The dates for the conference are set for October 5, 6 & 7, 2004.
- K. Legislative Observance Committee – No report
- L. Membership Committee – No report.
- M. Nominations and Resolutions Committee – Absentee ballots are available on MEHA's web site (www.meha.net).
- N. Professional Development Committee – No report.
- O. Ready Reference Committee – Discussed under unfinished business, item # B.
- P. Recreational Waters Conference Committee – The 2004 conference is scheduled for April 14 at the Sheridan Inn in Lansing. Concurrent sessions on swimming pools and bathing beach issues will be presented in the a.m. session.
- Q. Sanitarian Registration adhoc Comm. – Discussed under unfinished business, item # A.
- R. Wastewater Conference Planning Committee–Discussed under President Report item #C.

IX. CORRESPONDENCE

Pat Donovan delivered to the secretary a copy of DEQ's 2003 Pollution Prevention Annual Report titled "Pollution Prevention: Making Sustainability a Reality". This report is available on DEQ's website at www.michigan.gov/deq Pat pointed out that MEHA is referenced on page 12 of this report.

X. NEXT MEETING

The Executive Board will meet on Thursday, March 18, 2004 at 2:30 p.m. at the Annual Business Meeting that is scheduled to take place as part of MEHA's 60th Annual Educational Conference to be held at the Crowne Plaza Hotel, 5700 28th St. SE, Grand Rapids, Michigan.

The Executive Board will meet at the Crowne Plaza Hotel, 5700 28th St. SE, Grand Rapids, Michigan (site of the 60th Annual Educational Conference) on Friday, March 19, 2004. Time of the meeting to be determined.

XI. ADJOURNMENT

Motion by Mike Patterson and seconded by Becky Ouellette to adjourn the Executive Board Meeting at 12:45 p.m. Motion passed unanimously on a voice vote.

Respectfully submitted,

Alan B. Hauck R.S.
Secretary MEHA,
February 13, 2004