



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 January 14, 2005

I. CALL TO ORDER

The Executive Board of the Michigan Environmental Health Association held a meeting on January 14, 2005 at MDEQ offices, Lansing, Michigan. President John N. Gohlke called the meeting to order at 9:45 a.m.

Members Present: John N. Gohlke, Bruce Du Hamel, Brian Cecil, Alan Hauck, Pat Donovan, Mary Malta, Derrick Simmons, Becky Ouellette, Kimberly DeMars, Tricia Dreier, & Ryan Whaley.

Members Absent: None

Guests Present: Steve Tackitt, Bob Paulus, Bill Gregory, Ted Loudon, Dan Sandahl, Dan Milan, Dave W. Snyder, and Jim Kovitz

Motion by Pat Donovan and seconded by Brian Cecil to move to executive session to discuss the Award Committee recommendations, the Wastewater Conference and memorandum of understanding. Motion passed unanimously on a voice vote at 9:45 a.m.

Motion by Pat Donovan and seconded by Ryan Whaley to come out of executive session at 10:19 a.m. Motion passed on unanimously on a voice vote.

II. ADDITIONS TO THE AGENDA

- A. Unfinished business:
 - add item # E – REHS ? RS Reciprocity
 - add item # F – Bonding
 - add item # G – Posting of names and member number

- B. New Business:
 - add item # D – Delegate to NEHA and IAFF.

Motion by Pat Donovan and seconded by Kimberly DeMars to accept the agenda as revised. Motion passed unanimously on a voice vote.

III. SECRETARY'S REPORT

- A. The December 3, 2004 minutes were reviewed.

Motion by Tricia Dreier and seconded by Mary Malta to approve the minutes as amended. Motion passed unanimously on a voice vote.

- B. Alan Hauck passed out copies of absentee ballot voting instructions that will be placed on the web site www.meha.net.
- C. Alan Hauck reported that year end committee reports for publishing in the Annual Business Packet were requested from each committee chair.

IV. TREASURER'S REPORT

- A. Draft copies of the Treasurer's report dated November 6, 2004 through December 7, 2004 were passed out and reviewed. Discussion held regarding some individual line items, the credit card account and balance in the checking account.

Motion by Brian Cecil and seconded by Ryan Whaley to accept the treasurer's report as submitted. Motion passed unanimously on a voice vote.

- B. Becky Ouellette reported that the organization has a new accountant.

V. PRESIDENT'S REPORT

John N. Gohlke welcomed all guest present for this board session. John thanked everybody for their kind words and notes after the death of his father.

VI. UNFINISHED BUSINESS

- A. Wastewater Conference – John N. Gohlke asked for comments from the representatives of MSTA and MOWRA on the letter that he sent them outlining the format MEHA is moving toward. John outlined the 5 conferences that MEHA conducts, budget issues in MEHA, the state and county departments. The type of conference that NEHA holds was also discussed. Ted Loudon stated that the joint setup does not contribute enough to cover MEHA's inherent cost and that more should be done to cover MEHA's reasonable cost. He stated that this conference can support MEHA, MOWRA and MSTA and that they do not have any problems with MEHA adding a wastewater section to their AEC. They expressed an interest in helping MEHA develop a wastewater component for their AEC. The Wastewater Conference should be jointly developed and represent everybody's interest. He also suggested that a MALEHA representative be added to the conferences planning committee.

Bob Paulus suggested that we set up a small committee to look at modifying the MOU between the organizations that would allow for this partnership to continue. It was stated that MOWRA has about 110 members and that MSTA has approximately 100 current members. Ted Loudon passed out the Wastewater Conferences final report relating to income and expenses for the '04 Conference.

A suggestion was made to adjust items # 6 – 8 in the MOU. John N. Gohlke requested that each board member review the existing MOU and make suggestions for discussion at the February 4th board meeting.

- B. Board of Sanitarians Advisory Group – Pat Donovan suggested that MEHA thank the Governor for signing the legislation. John will draft a letter.
- C. Conference Planning Packets – Tricia Dreier is in the process of updating the conference planning packets. Discussion held regarding the contents of the packets. It was suggested that the packet information be posted on the web site www.meha.net. Committee charges should be changed to include information about submitting CEU's to Barb Nickles, Chairperson of the Continuing Education Committee.
- D. 2005 Recreational Waters Conference – This conference is scheduled for March 1, 2005.
- E. REHS ? RS Reciprocity – Kimberly DeMars received several inquires about reciprocity to the Michigan RS. Kim suggested that information on reciprocity be placed on our web site www.meha.net. Kim will draft information to be placed on the site.
- F. Bonding – Becky Ouellette talked to Paul Parsons of A.G. Edwards. He indicated that we could have A.G. Edwards limit access to the accounts by requiring multiple signatures to access funds. Becky presented a letter she drafted requiring two (2) signatures of the four (4) executive board members consisting of President, Treasurer, Secretary and President-elect. The general consensus of the board was to have these executive board members sign the letter for submission to A.G. Edwards.

Brian Cecil reported that to obtain bonding we would have to form a separate committee to resolve all records and accounts on a monthly basis and MALPH would have to provide more detailed records than they currently provided.

- G. Posting of Names and Member Numbers – John N. Gohlke read the October 21, 2005 executive board minutes regarding this issue.

Motion by Kimberly DeMars and seconded by Tricia Dreier to post only names and MEHA membership #'s of the MEHA web site. www.meha.net. Motion passed unanimously on a voice vote.

VII. NEW BUSINESS

- A. MEHA website – A list of potential changes to the web site www.meha.net were compiled by Mary Malta and Tricia Dreier. This list will be used to make changes to the site. Brian Cecil will talk to MALPH about the adjustments.
- B. Ferris State University E-H program status and related issues – Information from Mike Ells was distributed to board members regarding the elimination of the E-H program at Ferris. Issue will be discussed at the February board meeting. John will draft a letter to FSU regarding their decision. Becky Ouellette suggested that MALPH and MALEHA be asked to endorse the letter.

- C. Michigan Premier Public Health Conference – This 1st annual conference is a joint effort between MALPH, MDA, MDCH, MDEQ, UM School of Public Health and MEHA. The conference committee would like each group to present 1 or 2 of their annual awards at this conference. John suggested that we allow the conference to acknowledge MEHA's top two awards at this conference.
- D. Delegate to NEHA & IAFP Conference – Brian Cecil reported that he has a conflict in his schedule and will not be able to attend the NEHA conference. Brian suggested that he attend IAFP's conference this year and have the President-elect attend NEHA's conference.

VIII. COMMITTEE REPORTS

- A. Annual Educational Conference – The conference is scheduled for March 2 – 4, 2005 in Frankenmuth. A Vegas Night with a 50/50 drawing is scheduled. Mike Morehouse is organizing the Vegas night event. Projected cost of the conference was passed out. The keynote speaker cannot attend the conference and the committee is in the process of finalizing a replacement speaker. Lori Simon agreed to locate a keynote speaker under the recommendations of the committee. The board thanked Bob Paulus of Infiltrator and Dow Chemical Corporation for their donations to help offset cost of the conference.
- B. Audit Committee – Typically meets in January/February.
- C. Awards Committee – Reported on during executive session. **Motion by Alan Hauck and seconded by Becky Ouellette to accept the Awards Committee recommended award recipients. Motion passed unanimously on a voice vote. Kimberly DeMars and Bruce Du Hamel abstained.**
- D. Continuing Education Committee – No report.
- E. Endowment Committee – Raffle tickets are in the process of being sold.
- F. Environmental Education – Scheduled meeting for January 14, 2005 was canceled. Paul Nelson requested that objectives from the board be provided prior to meeting. John N. Gohlke suggested that this committee be involved with "career days".
- G. Food Protection Conference Planning Committee – Final report is in the process of being completed.
- H. Grants & Training Funds Committee – No Report.
- I. Groundwater Conference Planning Committee – Copies of the conferences final report were passed out and reviewed.
- J. Membership Committee – No report.

- K. Nominations and Resolutions Committee – One candidate for the Northern region representative had to withdraw their name from consideration. It was reported that a member from this region has expressed interest in this position and is in the process of obtaining the required signatures of MEHA members to be placed on the ballot.
- L. Professional Development Committee – This committee has requested money from the board to purchase study material for the REHS examination. The board requested that a list of material with projected cost be compiled and submitted to the board for review.
- M. Recreational Water Conference Planning Committee – A one day workshop is scheduled for March 1, 2005 at the Bavarian Inn in Frankenmuth, Michigan.
- N. Registered Sanitarian Committee – Four members have submitted their names to the state for appointment to the advisory board.
- O. On-site Wastewater Conference Planning Committee – Reported on earlier under unfinished business A.

Brian Cecil is in the process of organizing a June planning meeting at a site to be determined.

IX. CORRESPONDENCES – None

X. AFFILIATE REPORTS

NMEHA – Discussion held at the January 5, 2005 meeting of the Northern Michigan Environmental Health Directors meeting. Several topics were discussed including lack of attendance at MEHA conferences. Northern directors have pledged to increase their interest and participation in technical training provided by MEHA.

SEMEHA – Maureen Pfund has been elected President of SEMEHA.

SSS – No report

UPEHA – Their annual conference is scheduled for March 30 –April 1, 2005. The REHS exam is scheduled to be given on March 29th. The location of the conference is at Upfront and Company in Marquette, Michigan.

XI. NEXT MEETING

The Executive Board will meet on Friday, February 4, 2005 at The Bavarian Inn, Frankenmuth, Michigan. The meeting will start at 10:00 a.m.

XII. ADJOURNMENT

Motion by Kimberly DeMars and seconded by Mary Malta to adjourn the Executive Board Meeting at 3:10 p.m. Motion passed unanimously on a voice vote.

Respectfully submitted,

Alan B. Hauck R.S.
Secretary MEHA
January 14, 2004