



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 May 13, 2005 DRAFT

I. CALL TO ORDER

The Executive Board of the Michigan Environmental Health Association held a meeting on May 13, 2005 at Washtenaw County Planning & Environment in Ann Arbor, Michigan. President Brian Cecil called the meeting to order at 10:06 am.

Members Present: Brian Cecil, John N. Gohlke, Alan Hauck, Kristen Schweighofer, Rebecca Ouellette, Mary Malta, Tricia Dreier

Members Absent: Derrick Simmons, Ryan Whaley, Kimberly Beanum-Coleman, Tracy Nelson, all excused

Guests Present: Paul Parson

II. ADDITIONS TO THE AGENDA

- A. Unfinished Business:
Add item # G – FDA Fall Conference/Public Health Conference

Motion by Mary Malta and seconded by John N. Gohlke to accept the agenda as amended. Motion passed unanimously on a voice vote.

III. APPROVAL OF MINUTES

- A. The April 22, 2005 minutes were reviewed.

Motion by Alan Hauck and seconded by John N. Gohlke to approve the minutes as amended. Motion passed unanimously on a voice vote.

IV. SECRETARY'S REPORT

- A. No report at this time

V. TREASURER'S REPORT

A. Monthly Report

Draft copies of the Treasurer's Monthly Report dated March 8, 2005 to April 7, 2005 were passed out and reviewed. Discussion held regarding some individual line items.

Motion by Tricia Dreier and seconded by Alan Hauck to accept the treasurer's report as submitted. Motion passed unanimously on a voice vote.

B. Investment Update and Information

Paul Parson, a representative from AG Edwards & Sons, Inc. presented information on MEHA's investments and distributed informational packets. Discussion was held regarding options for the Endowment Fund, the Strategic Fund and the Reserve Fund. Paul Parsons recommended making the Endowment Fund a Professional Fund Allocation, and continue present policy on the Strategic and Reserve Funds.

Motion by Rebecca Ouellette to accept the advice of financial advisor Paul Parson and make the Endowment Fund a Professional Fund Allocation (PFA) and to continue the present policy on the Strategic and Reserve Funds. Alan Huck seconded the motion. Motion passed unanimously on a voice vote.

C. Credit Card Policy

Rebecca Ouellette distributed the most recent version of the credit card policy. She made some minor changes to further clarify the policy.

D. Receipts

Rebecca Ouellette distributed the Silent Auction Donation Contract. This document is intended to be furnished upon request by the person donating items to the Silent Auction at the Annual Educational Conference. Some discussion was held regarding the wording and use of this document. Rebecca will revise it. In addition, Rebecca informed the Board that the annual raffle will be getting audited this year by the State Raffle Commission.

VI. PRESIDENT'S REPORT

A. Welcome and Recognition of Guests

Brian Cecil welcomed guest Paul Parson to this board session.

B. Higgins Lake Attendance

Brian Cecil will send out an email to the board members regarding lodging for June 8th, 2005. In addition, he sent out an email to all committee chairs regarding attendance at the Annual Planning Session on June 9th & 10th. He has gotten many responses indicating a good turnout.

VII. UNFINISHED BUSINESS

- A. MOU / Wastewater
Brian Cecil is waiting for a copy of the Memorandum of Understanding from Ted Louden.
- B. Board of Sanitarians Advisory Group Selections
At this point there are no updates. A number of MEHA members have contacted both Senators and the Governor.
- C. FSU Program Status Report
John N. Gohlke and Harry Grenawitzke went on May 9, 2005 to Ferris State University and met with the Deans of several departments and programs. Ferris State University is investigating which classes are in the current curriculums of different departments may be used by students to choose an “environmental health track” and qualify for the REHS exam. No accredited Environmental Health program or department will be offered by Ferris State University. MEHA, and specifically Harry Grenawitzke, has offered to advise FSU on which classes may be needed to be included in this “track” to qualify for the REHS exam. Alan Hauck will contact Harry to determine a plan to work with a school to get an accredited program.
- D. Committee Chair Packet
No updates at this time.
- E. Septage Law Update
Tricia Dreier gave an update on the Septage Law Seminar that was recently offered.
- F. SuperConference
Brian Cecil will get the ideas/comments on the SuperConference that were included as part of the AEC evaluation. Any membership questions, comments, and/or concerns regarding the SuperConference should be directed to Brian Cecil via his Post Office Box by August 1, 2005. The address is:
- P.O. Box 544
Grass lake, MI 49240
- In addition, Mary Malta will talk to Janet Phelps regarding placing something in the next quarterly newsletter.
- G. FDA Fall Conference/Public Health Conference
Mary Malta gave an update on the FDA Fall Conference. The dates are October 4 – 7th, 2005 and the location is the Amway Grand in Grand Rapids, MI. At this time, no meals are included in the conference, and there is no published agenda. Michigan’s Premier Public Health Conference is to be held October 10 – 12th, 2005 in Grand Rapids, MI. It is formatted like the “old MALPH conference”. The organizers requested a MEHA exhibit at the conference.

VIII. NEW BUSINESS

A. Envirothon Conference

Becky Ouellette discussed the “Envirothon Conference”. It is an environmental health competition for high school students. Contact information for this organization are:

www.envirothon.org and 517-241-7861

There was some discussion on how MEHA could be involved with this organization through the teams, competition and/or teachers involved in it. John N. Gohlke will find out who the organizer/contact person is at MDEQ. In addition Becky Ouellette will take this information to the next Educational Committee meeting. It will also be discussed at the June 9th Planning Meeting.

B. Quarterly Newsletter

Discussion regarding putting the MEHA Quarterly Report online and redesigning the format to “spruce it up”. At this time, no decisions have been made and the Website Committee will address in the future.

C. 2005 MALPH Contract

This will be reviewed at the May 23rd Budget Meeting with the Executive Board. Becky has copies and will take board comments via her personal email address.

Ouellette.r@sbcglobal.net

IX. COMMITTEE REPORTS

A. Website Committee

Tricia Dreier updated the board on progress. She and Mary Malta worked together to create a new prototype front webpage and distributed this to the board. Tricia will take this idea to several web liaisons and get an estimate price. Mary emailed Minnesota, Wisconsin and Taylor Cimala to get information. Tricia hopes to have a ballpark estimate by the June meeting.

B. AEC

Another meeting is scheduled. No further updates.

C. Audit Committee

The recommendations will be heard at the June meeting.

D. Ready Reference ad hoc Committee

Becky Ouellette will ask Ward Lindsey to update the food section. John N. Gohlke will look at the hazardous waste section.

X. CORRESPONDENCES

Brian Cecil had a variety of correspondences to discuss.

The geologists’ want licensure, and MEHA is supportive of that effort. Brian Cecil will write a letter to that effect.

There was discussion regarding creating a new ad hoc committee to look at MEHA's constitution and by-laws. John N. Gohlke will be the board liaison and Pat Donovan will be the chair.

IAFP had a request for donations from MEHA. Brian Cecil will donate a paddle for their silent auction on behalf of MEHA.

SSS affiliate wrote a letter to Ferris State University regarding the elimination of the Environmental Health Program.

XI. AFFILIATE REPORTS

NMEHA – Brian Cecil for Tracy Nelson
No report at this time.

SEMEHA – Brian Cecil for Kimberly Beanum-Coleman
The educational conference was held May 5th in Port Huron at the Fog Cutter Restaurant. Approximately 48 professionals attended and Kimberly took the April 22, 2005 Board minutes and briefly discussed them with the group.

SSS – Tricia Dreier
There is a planning meeting on June 3, 2005 for the fall conference. There is also some communication between SSS and MEHA regarding some missing CEU's.

UPEHA – Brian Cecil for Ryan Whaley
No report at this time.

XII. NEXT MEETING

The Executive Board will meet on June 9 & 10th, 2005, at the Ralph A. MacMullan Conference Center in Higgins Lake, Michigan. The meeting will start at 10:00 a.m.

XIII. ADJOURNMENT

Motion by John N. Gohlke and seconded by Rebecca Ouellette to adjourn the Executive Board Meeting at 2:31 pm. Motion passed unanimously on a voice vote.

Respectfully submitted,

Kristen Schweighoefer, MPH, RS
MEHA Secretary
May 13, 2005