



# 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 October 18, 2006

### I. CALL TO ORDER

The Executive Board of the Michigan Environmental Health Association held a meeting on October 18, 2006, at the Mission Point Resort on Mackinac Island, Michigan. President Alan Hauck called the meeting to order at 3:54 pm.

Members Present: Alan Hauck, Brian Cecil, Kristen Schweighoefer, Tricia Dreier, Lynne Tarbutton, Rodney Blanchard, Ken Priest, Mary Malta

Members Absent: Janet Phelps, John Texter, Tracy Nelson, all excused

Guests Present: Chuck Lichon, Bruce DuHamel, Chris Klawuhn, Julie Melia, Maureen Pfund, Virgil Cimalia

### II. ADDITIONS TO THE AGENDA

A. There were no additions to the agenda.

**Motion by Tricia Dreier and seconded by Ken Priest to accept the agenda as submitted. Motion passed unanimously on a voice vote.**

### III. SECRETARY'S REPORT

A. Approval of Minutes  
The September 22, 2006 minutes were reviewed.

**Motion by Rodney Blanchard and seconded by Ken Priest to approve the minutes as submitted. Motion passed unanimously on a voice vote.**

### IV. TREASURER'S REPORT

A. Monthly Report  
Copies of the Treasurer's Monthly Report dated September 22, 2006 to October 17, 2006 were distributed. There was some general discussion on individual line items, including the deposit from Infiltrator for \$1,500 on September 15<sup>th</sup>.

**Motion by Brian Cecil and seconded by Mary Malta to table the treasurer's report until the December meeting so that Treasurer John Texter may be present to clarify these discussion items. Motion passed unanimously on a voice vote.**

**V. PRESIDENT'S REPORT**

- A. Welcome and Recognition of Guests  
Alan Hauck welcomed the guests to the MEHA Board meeting.
- B. MALEHA Report  
No MALEHA report.
- C. Correspondence  
Alan reported very little correspondence this month.

**VI. UNFINISHED BUSINESS**

- A. Revised AEC Budget  
The AEC committee resubmitted a revised budget. The food costs for the new budget were approximately \$36,000. The increased food budget would increase the registration costs to approximately \$144.30. There was a discussion on possible ways to cover these costs, or eliminate them, including corporate sponsorship, eliminating lunches, or contacting the hotel to determine if there are any other meal options available. Bruce DuHamel suggested contacting Steve Hall with Jackson County to determine if he could contact Dow Chemical for a donation. Alan and Janet will determine if the hotel will provide a boxed lunch or buffet lunch for a reduced cost.

**Motion by Brian Cecil and seconded by Mary Malta to direct Alan Hauck and Janet Phelps to talk to the AEC committee on the total costs of the conference and table the current proposed budget until the December meeting. Motion passed unanimously on a voice vote.**

- B. Strategic Fund Ballot Proposal  
The ballot proposal was given to Kim DeMars and the Nominations and Resolutions committee. Kim will have the ballot recommendations ready to present to the Board at the December meeting. There was a general discussion regarding the letter written by Pat Donovan regarding the strategic fund. President Alan Hauck would like to solicit a counterpoint to print in the journal. Bruce DuHamel will draft a letter detailing other options for the strategic fund.

**VII. NEW BUSINESS**

- A. MDEQ Water Well Code Revisions  
Vicki Webster wants to form a committee of 3-4 MEHA members and 3-4 MALEHA members to look at the water well code revisions. Alan Hauck solicited volunteers. Leon Moore is already on the committee. Chris Klawuhn, Bob Wolfe and Brian McKenzie were all suggested MEHA members to participate in this committee.

- B. Discussion on combining the 2007 Groundwater and Food Protection Conference  
The Groundwater conference was not well attended, with approximately 60 registrations. There was a discussion on whether to combine this conference with the food protection conference to increase participation. A suggestion was made to poll MALEHA to determine which local health departments have sanitarian generalists versus specialists to better tailor future trainings. This information may be used to shape future trainings.
- C. Membership Education  
Brian Cecil was contacted to present the "MEHA 101" presentation at the Annual Educational Conference. Bruce DuHamel cannot give the presentation this year at the AEC. Ken Priest and Brian Cecil will work together to give the presentation.
- D. Power Point Presentation on Registration and Licensure  
Pat Donovan put together a powerpoint presentation on Sanitarian Registration and Licensure. He would like to present this information at the AEC.
- E. Controlling of cost and spending  
President Alan Hauck informed the Board that 122 MEHA members did not renew their membership as of August/September. There were approximately 37 more members that renewed in September, presumably to attend the Groundwater or Food Protection Conferences. In the future, the organization and the Board need to brainstorm ideas to cut costs. Some of the items discussed included putting the membership directory and/or the journal online. There was also a discussion on cutting or moving the June planning meeting and/or having electronic renewal notices for the members.

## **VIII. COMMITTEE REPORTS**

- A. AEC Planning Committee  
Discussed earlier.
- B. Audit Committee  
No update.
- C. Awards Committee  
Nominations for awards are due December 1, 2006. Alan Hauck encouraged the Board members to nominate members for awards.
- D. By-Laws ad hoc Committee  
Kristen Schweighoefer will send the most updated and cleaned up version of the Policies & Procedures to Alan Hauck and he will send it on to the committee chairs for review.
- E. Continuing Education Committee  
No update.
- F. Endowment Committee  
The committee will be meeting in the next couple of weeks to discuss how the scholarship monies shall be dispensed.

- G. Environmental Education Committee  
No update.
- H. Food Protection Conference Planning Committee  
Preliminary reports indicate that the conference will break even, with approximately 100 attendees.
- I. Grant & Training Funds Committee  
No update.
- J. Groundwater Conference Planning Committee  
This committee will be submitting the final budget soon.
- K. Membership Committee  
No update.
- L. Nominations & Resolutions Committee  
The committee will present candidates in December.
- M. Professional Development Committee  
No update.
- N. Ready Reference ad-hoc Committee  
No update.
- O. Recreational Water & Swimming Pool Conference Committee  
This committee is in the planning process.
- P. Wastewater Conference Planning Committee  
The planning process is going well. There was a teleconference this week and the conference dates are January 9-11<sup>th</sup>, 2007 at the Kellogg Center.
- Q. Website Development ad hoc Committee  
No update.

## **IX. AFFILIATE REPORTS**

### **SSS** – Tricia Dreier

The next meeting is on November 3, 2006 at the Pierce Cedar Creek Institute. There are a lot of great presentations and the agenda is on the MEHA website.

### **UPEHA** – Lynn Tarbutton

The annual conference planning committee will meet again next week.

### **NMEHA** – Tracy Nelson

No update.

**SEMEHA** – Rodney Blanchard

President Maureen Pfund was present to give the SEMEHA report. The next meeting is December 7<sup>th</sup> at Wally's in Flint. There are executive board seats open and Maureen encouraged others to attend and participate by running for a board seat.

**X. NEXT MEETING**

The Executive Board will meet on December 8, 2006, at the Washtenaw County Department of Planning and Environment in Ann Arbor, MI. The meeting will start at 10:00 a.m.

**XI. ADJOURNMENT**

**Motion by Tricia Dreier and seconded by Mary Malta to adjourn the Executive Board Meeting at 5:16 pm. Motion passed unanimously on a voice vote.**

Respectfully submitted,

Kristen Schweighofer, MPH, RS  
MEHA Secretary  
October 18, 2006