



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 19, 2007

I. CALL TO ORDER

The Executive Board of the Michigan Environmental Health Association held a meeting on January 19, 2007, at the Ingham County Health Department in Lansing, Michigan. President Alan Hauck called the meeting to order at 10:05 am.

Members Present: Alan Hauck, Janet Phelps, John Texter, Kristen Schweighoefer, Tricia Dreier, Lynne Tarbutton, Rodney Blanchard, Ken Priest, Tracy Nelson

Members Absent: Mary Malta, Brian Cecil, all excused

Guests Present: Pat Donovan, Dana DeBruyn, Joe Crigier

II. ADDITIONS TO THE AGENDA

- A. Add Section D under President's Report – Affiliate Conferences
Add Section E under Unfinished Business – MALPH Contract

Motion by Lynne Tarbutton and seconded by Tricia Dreier to accept the agenda as amended. Motion passed unanimously on a voice vote.

III. SECRETARY'S REPORT

- A. Approval of Minutes
The December 8, 2006 minutes were reviewed.

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

- B. Annual Report
The MEHA annual committee reports are due to the Secretary by February 15, 2007 so that they may be included in the MEHA Business Meeting packet. Kristen Schweighoefer will email the form, along with a copy of the committee charges, to all committee chairs and liaisons. The committee report form, as well as the committee charges, is available on the MEHA website. A suggestion was made to ask the committee chairs whether or not their committee is looking for new members. If so, a sign up list for that committee will be put out at the AEC.

IV. TREASURER'S REPORT

A. Monthly Report

Copies of the Treasurer's Monthly Report dated December 8, 2006 to January 18, 2007 were distributed. A copy of the checking account statement was also passed around for review. There was some general discussion on these items.

Motion by Ken Priest and seconded by Kristen Schweighofer to approve the Treasurer's Report as submitted. Motion passed unanimously on a voice vote.

V. PRESIDENT'S REPORT

A. Welcome and Recognition of Guests

Alan Hauck welcomed the Board and guests Pat Donovan, Dana DeBruyn and Joe Crigier to the MEHA Board meeting.

B. MALEHA Report

MALEHA met yesterday, January 18, 2007. One of the items discussed included the proposed changes to the Michigan Food Law. MALEHA voted to not support any changes in the food law if it does not address smoking in restaurants. DEQ is looking at proposing a fee for locally issued permits. In relation to this, the well drillers association gave a presentation to MALEHA and expressed interest that they want to meet with MEHA and MALEHA. Finally, Wayne County had a very effective presentation on tattoos that they are giving to junior high students.

C. Correspondence

Alan reported correspondence from the Health Professional Recovery Program. He also received a thank you from the Michigan Septic Tank Association for exhibiting at their conference. There was some MUCC communication that Kristen received and that was passed on to Tracy Nelson. Also, Alan notified the board that NEHA has a website for comments on their online sewage directory. He asked for a Board member to review the contact. Lynne Tarbutton agreed to review the information.

D. Affiliate Conference

President Alan Hauck spoke about how beneficial he felt it was to attend the affiliate conferences as President of MEHA. He posed the idea of having MEHA consider paying some or all of the cost of the President and/or President-Elect to attend the MEHA affiliate meetings. He noted that these are tough financial times for everyone, including local health departments, and this would help offset the costs to local health departments. Several people noted that positive feedback they heard regarding the MEHA President's attendance at the local affiliate meetings. Alan asked that the Board give thought as to what would be considered for reimbursement, such as hotel for overnight stays and/or mileage. Another consideration mentioned was to add attendance at one affiliate conference per year to the President's duties.

VI. UNFINISHED BUSINESS

- A. 2007 AEC & Recreational Water Conference
Dana DeBruyn reported that the conference trifold is at the printers and anticipates that it will be mailed out next week. She also noted that the conference registration form will be on the MEHA website today or early next week. Dana also reported that there are still four openings at the exhibitor tables. The committee was able to secure six exhibitor tables at \$350 a table. She also noted that her committee didn't take into account the number of exhibitors that are not charged by MEHA, including the sponsors and state agencies.
- B. MDEQ Water Well Code Revision
MDEQ will work with local health departments and well drillers to submit a request to draft rules.
- C. 2007 GW & FP Conferences
The conferences are to be held at the Holiday Inn West in Lansing. The hotel is planning on charging a \$1,300-1,500 fee for use of the rooms if MEHA does not plan on lunch at the hotel on Friday. One option is to provide boxed lunches at \$8-10 a lunch for people to take with them on Friday. Chuck Lichon will continue to look into the options and pricing.
- D. Survey of counties on types of sanitarian positions
Tabled for a future meeting.
- E. MALPH Contract
The MEHA Board was approached by someone wishing to fulfill the Executive Director position, currently held by MALPH.

VII. NEW BUSINESS

- A. MEHA Annual Award nominations
Pat Donovan presented the MEHA Annual Award winners as follows:
 - LaRue Miller recipient – John Gohlke
 - Dave McMullen recipient – Angie Parsons
 - Distinguished Member recipient – Bruce TelferAn additional candidate was submitted for Distinguished Member, but was submitted without complete information and past the nomination deadline.

Motion by Janet Phelps and seconded by Rodney Blanchard to accept the nominees as presented and the late candidate for Distinguished Member. Motion passed unanimously on a voice vote.

Pat urged the Board to review the eligibility criteria and send him any further nominations.

- B. MEHA Nominations for Board positions
Joe Crigier presented the nominations to the Board on behalf of Kim DeMars.

Motion by Ken Priest and seconded by Lynne Tarbutton to move into Executive Session at 11:44 am. Motion passed unanimously on a voice vote.

Motion by Ken Priest and seconded by Tricia Dreier to leave Executive Session at 12:00 pm. Motion passed unanimously on a voice vote.

- C. MEHA Resolution – Strategic Fund Ballot Question
This item was covered during the Executive Session.
- D. February's Board Meeting
Due to scheduling conflicts by several members of the Board, the February meeting has been moved to February 23, 2007 and will begin at 10 am and will be held at the Ingham County Health Department.

VIII. COMMITTEE REPORTS

- A. AEC Planning Committee
Discussed earlier.
- B. Audit Committee
The Audit Committee will be meeting next week.
- C. Awards Committee
Pat Donovan gave the Awards Committee report and informed the Board that four charges are complete and the remaining six are underway. The Committee did not receive many nominations.
- D. By-Laws ad hoc Committee
Pat Donovan reported that this committee had no members this year. He asked that the Board consider reassigning the task of updating Policies & Procedures to Committee Chairs to update their specific sections. The suggestions was made that each Committee Chair receives a copy of the Policies and Procedures at the annual June planning meeting.
- E. Continuing Education Committee
No report.
- F. Endowment Committee
The committee will be meeting on February 2, 2007 to finalize the committee's drafts for scholarships. The remaining money from the 2006 AEC still needs to be transferred to the Endowment Fund. This money was being held until after the Food Protection and Groundwater Conferences to cover any budget shortfalls with these conferences. These conferences broke even, and the minutes shall reflect that these monies shall be transferred to the Endowment Fund.
- G. Environmental Education Committee
No report.
- H. Food Protection Conference Planning Committee
Discussed earlier.

- I. Grant & Training Funds Committee
No report.
- J. Groundwater Conference Planning Committee
Discussed earlier.
- K. Membership Committee
No report.
- L. Nominations & Resolutions Committee
Report received earlier.
- M. Professional Development Committee
Committee has not met.
- N. Ready Reference ad-hoc Committee
Committee has not met.
- O. Recreational Water & Swimming Pool Conference Committee
Discussed earlier.
- P. Wastewater Conference Planning Committee
Tracy Nelson attended the conference and reported back that it was excellent.
Approximately 570 people attended.
- Q. Website Development ad hoc Committee
No report.

IX. AFFILIATE REPORTS

SSS – Tricia Dreier
No report.

UPEHA – Lynne Tarbutton
Lynne reported that the conference brochure will be on the MEHA website soon. The annual conference date is March 14 – 16, 2007 in Marquette.

NMEHA – Tracy Nelson
Tracy reported that NMEHA will have their annual conference on February 22, 2007 in Houghton Lake. They are still looking for one more speaker for this conference. They information will be on the MEHA website next week.

SEMEHA – Rodney Blanchard
The SEMEHA Board has a meeting scheduled for today. Additionally, Rodney will email a copy of the blank survey he distributed at the last SEMEHA meeting to the MEHA Board and affiliates.

X. NEXT MEETING

The Executive Board will meet on February 23, 2007 at the Ingham County Health Department in Lansing, MI. The meeting will start at 10:00 a.m.

XI. ADJOURNMENT

Motion by Tricia Dreier and seconded by Tracy Nelson to adjourn the Executive Board Meeting at 2:00 pm. Motion passed unanimously on a voice vote.

Respectfully submitted,

Kristen Schweighofer, MPH, RS
MEHA Secretary
January 19, 2007