



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 March 30, 2007

I. CALL TO ORDER

The Executive Board of the Michigan Environmental Health Association held a meeting on March 30, 2007, at the Radisson Hotel in Kalamazoo, Michigan. President Janet Phelps called the meeting to order at 7:04 am.

Members Present: Janet Phelps, Alan Hauck, Robert Paulus, John Texter, Kristen Schweighoefer, Lynne Tarbutton, Rodney Blanchard, Ken Priest, Nancy Atwood, Erin Miller

Members Absent: Tracy Nelson, excused

Guests Present: None

II. ADDITIONS TO THE AGENDA

- A. Add Item C under Unfinished Business – Management Contract

Motion by Ken Priest and seconded by Erin Miller to accept the agenda as amended. Motion passed unanimously on a voice vote.

III. SECRETARY'S REPORT

- A. Approval of Minutes
The February 23, 2007 minutes were reviewed.

**Motion by Lynne Tarbutton and seconded by Alan Hauck to approve the minutes as submitted. Motion passed unanimously on a voice vote.
New members Robert Paulus, Nancy Atwood and Erin Miller abstained from voting.**

- B. Updates to the MEHA Board Contact List
Secretary Kristen Schweighoefer passed around the Board contact list so that the new Board members could add their contact information. This information will be posted on the MEHA website.
- C. 2006 Affiliate Report submitted to IAFFP

The 2006 Affiliate Report was submitted to IAFFP by Kristen Schweighoefer. The submittal of this report is a requirement for MEHA to maintain affiliate status. The report is due annually in March and includes information on Board members, organization's initiatives, and copies of MEHA journals and annual meeting agendas.

IV. TREASURER'S REPORT

A. Monthly Report

Copies of the Treasurer's Monthly Report dated February 22, 2007 to March 29, 2007 were distributed. There was some general discussion on the balances, including that the stock prices went down during this period and the Endowment Fund reflects this fluctuation. A copy of the check registry was available for viewing.

Motion by Rodney Blanchard and seconded by Robert Paulus to approve the Treasurer's Report as submitted. Motion passed unanimously on a voice vote.

Alan Hauck returned the MEHA credit card to John Texter. A new card will be issued to Janet Phelps.

V. PRESIDENT'S REPORT

A. Welcome and Recognition of New Board Members

President Janet Phelps welcomed Nancy Atwood, Erin Miller and Robert Paulus to the MEHA Board. She thanked the Board for being able to meet at such an early hour so as to not miss any of the wonderful conference sessions. Janet also commented on what a great conference this year's AEC has been, including informative sessions held in a nice facility.

B. Thank you to Alan Hauck for a great job at MEHA President

Janet Phelps wished the MEHA minutes to reflect the wonderful job that Alan Hauck did as MEHA President, paving the way for her term.

C. Correspondence

As incoming President, Janet Phelps did not have any correspondence to report. Past President Alan Hauck noted that he received information on the National Geology Conference to be held in Traverse City this October.

VI. UNFINISHED BUSINESS

A. Final Budget Report for the 2007 Groundwater Conference

A final report has not been submitted. This item will be tabled to the next meeting.

B. Joint MEHA/MALEHA Board Meeting

MALEHA is a group of Environmental Health Directors that meets the third Thursday of each month to discuss pertinent Environmental Health issues across Michigan. MEHA's President, President Elect & Past President are invited to these meetings, which are held in Lansing or are available via teleconference. Additionally, Board member Lynne Tarbutton is a MALEHA member. By attending these meetings, the MEHA Board can

be kept up to date on what laws, regulations, budgetary impacts, etc are impacting local health departments. Alan Hauck will contact MALEHA with a list of MEHA's three presidents to keep the MALEHA email list current.

C. Management Contract

Past President Alan Hauck gave the new Board members some background information on the MALPH contract as well as the management contract proposal submitted by Harry Grenawitzke. Alan Hauck distributed copies of the current MALPH contract and Harry Grenawitzke's proposal to the new Board members. There was some general discussion on the two contracts. To further review the MALPH contract as well as the proposal submitted by Harry Grenawitzke, a committee will be formed. Bruce DuHamel and John Gohlke volunteered to be on this committee. Both Ken Priest and Rodney Blanchard expressed interest in representing the MEHA Board on this committee.

Motion by Nancy Atwood and seconded by Lynne Tarbutton to table the discussion and formation of a committee regarding these two contracts until the next Board meeting to allow the new Board members some time to read through each contract. Motion passed unanimously on a voice vote.

Alan Hauck notified MALPH that another management contract proposal was submitted. MALPH intends to submit their proposal to MEHA in April.

VII. NEW BUSINESS

A. Board Meetings for 2007-2008

President Janet Phelps distributed tentative meeting dates for 2007-2008. These dates were discussed at a previous MEHA Board meeting. The location for each meeting is at the Ingham County Health Department and begin at 10 am, unless otherwise indicated. Teleconferencing is available for all meetings at the Ingham County Health Department. If you wish to teleconference, please notify Janet Phelps in advance. The telephone number to use to patch in to the Board meeting is 517-887-4312. Ask for Carmina Merz, if available.

April 27, 2007

May 18, 2007

June 7-8, 2007 (To be held at the DNR RAM Center in Roscommon, MI)

July 20, 2007

August 17, 2007

September 21, 2007

October (date to be determined, potentially during the Food/Groundwater Conference
October 10-12 in Lansing, MI)

November 9, 2007

December 7, 2007

January 18, 2008

February 22, 2008 (To be held at the Doubletree Hotel in Bay City, MI)

March 13, 2008 (Business Meeting at the Doubletree Hotel in Bay City, MI)

March 14, 2008 (Breakfast Meeting at the Doubletree Hotel in Bay City, MI)

- B. Chairs and Liaisons for 2007-2008
Janet Phelps distributed a list of tentative committee chairs and liaisons. Kristen Schweighoefer will update this list and then have it posted to the MEHA website.
- C. IAFP Annual Conference
Janet Phelps expressed interest in attending the IAFP in July. She has renewed her IAFP membership.
- D. NEHA AEC
Robert Paulus will tentatively represent MEHA at the NEHA AEC. He will attempt to arrange travel and accommodations through his company. The Board commended Bob for minimizing MEHA's expenses related to this conference.

VIII. COMMITTEE REPORTS

All Committee Report Updates were given at the Business Meeting yesterday, March 29, 2007. Additional information is available in the Committee Annual Reports, posted on the MEHA website.

IX. AFFILIATE REPORTS

SSS – Erin Miller

SSS is planning their annual Spring Conference to be held in early May.

UPEHA – Lynne Tarbutton

Lynne reported that their March 2007 conference was a success, and they plan to hold another conference in March 2008.

NMEHA – Tracy Nelson

No update.

SEMEHA – Rodney Blanchard

Rodney reported that SEMEHA's next meeting will be May 3, 2007 in Frankenmuth, MI.

X. NEXT MEETING

The Executive Board will meet at the Annual Business Meeting on April 27, 2007 at the Ingham County Health Department in Lansing, Michigan. The meeting will start at 10am.

XI. ADJOURNMENT

Motion by Robert Paulus and seconded by Erin Miller to adjourn the Executive Board Meeting at 8:26 am. Motion passed unanimously on a voice vote.

Respectfully submitted,

Kristen Schweighofer, MPH, RS
MEHA Secretary
March 30, 2007