



# 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 16, 2008

### **I. CALL TO ORDER**

The Executive Board of the Michigan Environmental Health Association held a meeting on May 16, 2008, at the MDEQ Cadillac Office in Cadillac, Michigan. President Bob Paulus called the meeting to order at 10:12 am.

Members Present: Bob Paulus, Erin Miller, Adeline Hambley, Tracy Nelson, Nancy Atwood

Members Teleconferencing: Lynne Tarbutton, Ken Priest, Janet Phelps, John Texter, Gene Paez

Members Absent: Darren Bowling, excused

Guests Present: Pat Donovan

### **II. ADDITIONS TO THE AGENDA**

- A. Under New Business:
  - Add item: c. Emerging Environmental Issues
  - d. Monument at Ferris State University

**Motion by Erin Miller and seconded by Nancy Atwood to accept the agenda as amended.  
Motion passed unanimously on a voice vote.**

### **III. SECRETARY'S REPORT**

- A. Approval of April 25, 2008 minutes

**Motion by Nancy Atwood and seconded by Janet Phelps to approve the minutes.  
Motion passed unanimously on a voice vote.**

### **IV. TREASURER'S REPORT**

John Texter submitted statement April 23, 2008 through May 14, 2008  
Endowment increased ~\$3,000 from investments. Bob Paulus brought up concerns of moving funds into more conservative account.

John Texter stated reps from AG Edwards can come in to discuss with the board investments and our options.

Representatives from AG Edwards will be asked to attend the July board meeting to discuss the options to help us reach our \$100,000 goal by 2010.

**Motion by Erin Miller and seconded by Nancy Atwood to accept the treasurer's report. Motion passed unanimously on a voice vote.**

## **V. PRESIDENT'S REPORT**

### **A. RAM Center**

Bob Paulus will need a list of attendees and who will stay at the RAM Center.

Janet Phelps will be unable to attend.

All others in attendance today will be attending.

Meeting to be held on Thursday June 5 and Friday June 6, 2008, start time on Thursday will be 10:00am.

Committee chairs will be contacted to create a list of who is staying overnight, and what meals will be included. Breakfast on Thurs. to be covered if arrive Wed. night.

### **B. Budget Review**

Budget to be reviewed at the RAM Center of note—the mailing and printing supplies have been cut and added to the website budget (due to the bulk of mailings will now be electronic)

### **C. Greening of the Great Lakes Association**

WJR out of Detroit met after the last board meeting. The radio station wanted funds from MEHA to sponsor a link on the website. There is no interest from MEHA at this time to participate.

### **D. Laptop Purchase**

Laptop has been purchased and received. Kristen Schweighoefer is currently using the laptop for website activities. The laptop will allow for more electronic communication between membership, as well as allow for data to be more easily transferred between people.

### **E. NEHA Bid**

Michigan is not a final choice for the NEHA 2011 conference. Currently Chicago and D.C. are the final two, but a letter has been sent to NEHA to reconsider Michigan.

### **F. IAFP & NEHA Budget**

Budgets from Bob Paulus and Gene Paez have not yet been submitted for the conferences. Bob Paulus will include air travel, meals, and rental car expenses in the NEHA Budget (registration and stay are already paid for.)

Janet Phelps stated to include in budget an item for an auction item to donate to conference attended.

Budgets to be submitted to board at future board meeting.

## **VI. UNFINISHED BUSINESS**

### **A. 2009 AEC Chair**

Nancy Atwood has volunteered to chair the AEC Committee  
Lynne Tarbutton, Ken Priest, and Tracy Nelson have volunteered to be on committee.  
Harold Workman is also willing to sit on committee.  
Pat Donovan will provide a list of potential speakers for AEC for consideration.  
Spencer Ballard also volunteered to sit on committee.  
Nancy Atwood stated she will contact people and report back to board at a later date.

### **B. Policy & Procedure**

Bob Paulus will contact Brian Cecil in regards to progress of P&P's.

### **C. MOWRA-MOU**

Bob Paulus will find out more information on previous conference funds from the Wastewater conference that were not released to MEHA. There was general discussion regarding the MOU, and the need for revision. This will be discussed at a future meeting.

### **D. Pay Pal**

Bob Paulus is working with Pay Pal to find out costs, and how to incorporate the Pay Pal feature into the website.

### **E. Website**

Currently being worked on, board will be updated at each board meeting.

## **VII. NEW BUSINESS**

### **A. Journal—Going on-line**

Tracy Nelson was unclear of how we proceed with journal on-line, and what format documents need to be in to be posted on website. Tracy will forward articles to Bob Paulus to be formatted and given to Kristen Schweighoefer for posting on the web. Template for on-line journal will be worked on and presented at later date.

### **B. Laptop P&P**

Policy and Procedures are needed on how to handle the laptop and its use---item will be forwarded to Brian Cecil.

### **C. Emerging Environmental Issue**

Pat Donovan brought up concerns about public perceptions of on-site treatment. He pointed out that on-site treatment is the majority of systems in his area. There are no codes that address soil that is too permeable—codes mainly written for hydraulic disposal only. As a profession, we should address treatment for things such as nitrogen and phosphorus. Pat has had instances of funding being withdrawn because system did not address the treatment of on-site wastewater. Because we represent on-site wastewater treatment, we should be proponents for advancing systems that address these issues. Gene Paez recommended that Pat also present this issue to MALEHA. There was general discussion about how to proceed with this issue.

Pat and Tracy Nelson will bring to attention of MOWRA and consider this item at future conferences.

D. Monument at Ferris State University

Currently the monument (funded by MEHA) is in area that is lightly traveled and could be moved to more visual area. Gene Paez's daughter works for FSU and will be contacting grounds dept. to have monument moved to a more visible location.

**Motion by Gene Paez to move monument to a more visible location.**

**Motion amended by Gene Paez and seconded by Lynne Tarbutton to have Pat Donovan and Gene's daughter (Amy) work together to find monuments and move to a more suitable location. Motion passed unanimously on a voice vote.**

**VIII. COMMITTEE REPORTS**

A. AEC

Nancy Atwood to chair committee.

B. Audit

Harry Grenawitzke requested documents from John Texter to review and will be attending RAM center to give report.

C. Awards

Pat Donovan reported that the committee is in place.

He needs direction on ordering large amount of speaker gifts so that he can place the order if desired. Also, currently the purchase of these speaker gifts is not included in budget.

Janet Phelps stated that the Food and GW/WW would like to move forward with the purchase of the laser pens.

Permission by consensus to purchase engraved laser pens (one gross)

D. By-Laws Ad-Hoc

No report

E. Continuing Ed

No report

F. Endowment

No report

G. Environmental Education

No committee chair

H. Environmental Health Curriculum

Pat Donovan reported that 15-40 people graduating from EH program at Lake Superior State. He stated that MEHA should help to publicize and be an advocate on behalf of the school.

Erin Miller stated the relationship should be reciprocal, that MEHA should look to schools to be doing research. Perhaps MEHA could look to sponsor a fellowship in the future.

Pat Donovan suggested contacting CMU to hold a board meeting at CMU in the future. Gene Paez said that perhaps board members should attend graduation of LSS students, or send a letter to the school as well as the students in graduating class.

It was also suggested that an area be added on the website for updates from those schools with accredited programs.

I. Food Protection Conference

Janet Phelps reported that national speakers are lined up, the scholarship application to be complete soon and posted on the web, and the web announcement for the conference is nearly done.

The committee is still working on getting sponsors and exhibitors.

Erin Miller suggested putting the announcement on MiFood when complete.

Bob Paulus stated that the committee should also consider MRA, License Beverage Assoc., Ohio and Indiana environmental health associations, as well as posting announcement on NEHA.

J. Grant and Training Funds

No report

K. Groundwater Wastewater Conference

Bob Paulus stated that Holly Gohlke currently has 6 exhibitors committing to come to conference. There are a number of exhibitors on wastewater side that are currently being contacted.

L. Membership

No report

M. Nominations and Resolutions

No report

N. Professional Development

No report

O. Ready Reference

No report

P. Wastewater Conference

Tracy Nelson stated that MOWRA wants to hold funds under a nonprofit agency. Mark Scott is looking into staying under nonprofit status. Minutes from the previous meeting have not yet been received.

There was discussion at previous meeting about the MOU being rewritten to show \$20,000 to hold in account. MEHA's share of proceeds from the 2007 conference is still being held by MOWRA. MOWRA suggested that MEHA donate this money. Bob Paulus stated this is a decision to be discussed and voted on by the board. He will look into the current MOU and figure out the amount of money held by MOWRA, owed to MEHA. This will be reported to board at the next meeting.

Q. Website Development

Previously covered---lap top has been received.

R. Licensure/Credential Ad-Hoc

Pat Donovan reported on Registration vs. Licensure.

18 states currently have licensure/registration mandatory

16 have voluntary (including MI)

15 have none

By Oct. 1, 2008 the committee hopes to have a draft scope of practice that will pull from the 18 states that currently have one, as well as list of legislators to contact.

Nancy Atwood stated that the cost for insurance and other factors needs to be disclosed for the membership. The membership needs to be informed on all pros and cons to make a decision.

Gene Paez stated that this is a sensitive issue for health officers for hiring, and this should be considered by committee.

Bob Paulus said the decision will be by the membership. The committee will provide information to the membership so that a vote can be held. Also noted was that MALEHA is currently considering and MEHA should educate the members on this issue.

**IX. NEXT MEETING**

The Executive Board will meet June 5<sup>th</sup> & 6<sup>th</sup>, 2008 at the Ralph A. MacMullan Conference Center in Roscommon, Michigan. The meeting will start at 10am on June 5, 2008.

**X. ADJOURNMENT**

**Motion by Erin Miller and seconded by Tracy Nelson to adjourn the Executive Board Meeting at 12:15 pm. Motion passed unanimously on a voice vote.**

Respectfully submitted,



Adeline Hambley, REHS  
MEHA Secretary  
May 16, 2008