



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 16, 2009

I. CALL TO ORDER

The Executive Board of the Michigan Environmental Health Association held a meeting on October 16, 2009 at the Eaton County Health Department Charlotte, Michigan. President Gene Paez called the meeting to order at 9:45 am.

Members Present: Gene Paez, Chris Klawuhn, Dana DeBruyn, John Texter, Darren Bowling, Adeline Hambley

Members Teleconferencing: Scott Barr, Nancy Atwood, Lynne Madison

Members Absent (excused): Bob Paulus

Members Absent (non-excused): Tracy Nelson

Guests Present: none

Guests Teleconferencing: none

II. ADDITIONS TO THE AGENDA

- VI. New Business
 - e. MDA Grant Application
 - f. Member Attendance

Motion by Darren Bowling and seconded by John Texter to approve the Agenda as amended. Motion passed unanimously on a voice vote.

III. SECRETARY'S REPORT

Approval of September 18, 2009 minutes

Motion by Chris Klawuhn and seconded by Darren Bowling to approve the minutes as presented. Motion passed unanimously on a voice vote.

IV. TREASURER'S REPORT

A. Approval of September 18, 2009 – October 15, 2009 Treasurer's Report

There was general discussion regarding current checking account balances and future expenditures. There was general discussion about investments and recovering performance, as well as membership numbers.

Motion by Darren Bowling and seconded by Dana DeBruyn to approve the Treasurer's Report as submitted. Motion passed unanimously on a voice vote.

V. PRESIDENT'S REPORT

A. SB 45

See item D below.

B. Licensure Update

See committee reports

C. MALPH Board update

President Paez attending the MALPH meeting. Becky from MDCH reported that there are expected decreases in local funding due to budget constraints. MALPH is currently in transition and were in the process of hiring a new Executive Director, but the determination has been tabled temporarily to help cover budget shortfalls. Many locals are getting frustrated with the situation and threatening to leave. The Premier Public Health Conference is coming up in October and will be in Traverse City.

D. MALEHA update

President Paez attended the MALEHA directors' conference in September. He discussed SB 45 and MAR proposal and it was confirmed that this bill could supersede local ordinances. A discussion over the MAR proposal occurred on Thursday Oct. 15, 2009 meeting. It was decided that MALEHA would not support the proposal. Now it is unsure what the Senator will do as MALEHA and MAR could not be agreed upon.

Dorothy Gonzales has been working on developing guidelines for multi-jurisdictional FBI outbreaks.

Rob Blake and Scott Holmes talked about the new reality of EH. Speakers were excellent and should be considered for future AEC's.

Tattoo ordinance is currently not being supported by MALEHA directors due to lack of training and support from MDCH. President Pessell drafted a letter to MALPH stating that the law was not in compliance as there is not funding provided to support enforcement of the mandated program. Rules have been drafted but not adopted. So the expectation is that locals enforce this ordinance without rules being adopted, training provided, or funding available.

VI. UNFINISHED BUSINESS

A. Email Update

Last emailing 47% opened by membership (about 171 people). Much less of the addresses were bounced back this mailing compared to original email. Darren has not

received any comments back from membership. Any ideas on content should be forwarded to Darren.

- B. Dwindling membership numbers
Previously discussed—tabled.

- C. Update CVent

Nancy Atwood reporting. MEHA needs to decide if we want to set up a merchant account in order to accept payment by credit cards on-line. She is scheduled to attend training by CVent next week.

- D. Strategic Planning Update—review summaries

A rough draft of the strategic plan was mailed to the board for review. There are more committee plans that need to be added to the report and will be added as they are received.

Please review draft to be commented on at next board meeting.

- E. Audit recommendation implementation--board

Everything has been completed except the professional audit. There was general discussion about completing this audit. Item to be researched and reported on at November's board meeting.

- F. Board Actions from July Strategic Planning Meeting

See item D above.

- G. P/P Manual

Dana DeBruyn reporting. Ken Bowen and Dana have been working on the Constitution and Bylaws. It has been reformatted and Dana will be emailing it out to everyone. There was a reference in the documents under Article 5 Membership section 3D, there is no definition of a corporate sponsor—so this needs to be defined. Also, SSS name needs to be switched to SWMEHA. Any changes need to go to a full membership vote at the AEC. The finished document will need to come before the membership at the AEC.

Dana has emailed out the P&P's to committee chairs for review. She has received some revised documents back from the committees. Goal is next month to be able to present what has been completed. It is hoped that by March there will be a completed document available.

Old MEHA minutes need to be located. John Texter to follow up with MALPH to see if there are any old minutes stored. Otherwise, a new start date will need to be created and policies maintained from there. This will be followed up on at the November meeting.

- H. Report to Septage Committee for funding

Tracy is to report back to Chris with what the committee is requiring, so far he has been unable to get in touch with her. Tabled until November.

VII. NEW BUSINESS

- A. Membership Directory

Committee was to look in to electronic copies versus printed. Darren will follow up with Kevin Halfmann to look in to the costs. This will be revisited in November.

B. Newsletter

Contact Pres Paez attempted to contact Tracy without response. Darren stated he has received complaints regarding information being sent to Tracy without response. Tracy will be followed up with to determine if she is able to continue with this duty. There was general discussion regarding whether the newsletter should still be produced, or just continued with email only. This will be looked into and revisited in November.

C. Tech Committee

President Paez formed ad hoc Tech Committee to be chaired by Darren Bowling. There are three members currently on the committee. There are draft charges in place; they need to be sent out via email to the board for review. This will be discussed at the November meeting.

D. REHS exam

Gene Paez has been contacted by an outside company that provides training for the REHS exam. It is a multiple day training, and there was general discussion about offering this at the AEC. However, due to cost, this will likely not be offered.

E. MDA Grant Application

Lynne Madison is currently completing the grant application on behalf of MEHA. There was general discussion to add language and funding to support a state wide training DVD on risk based inspections. This would be produced in conjunction with the MDA and provided to inspectors in the state. This is to be looked into further to determine if this was something MEHA could do.

F. Board Member Attendance

President Paez to follow up with Tracey regarding absences from board meetings. He will follow up with the board after speaking with her.

VIII. COMMITTEE REPORTS

A. Website Development

No report

B. AEC

Nancy Atwood reporting. Some members of the committee just recently met to discuss the AEC. Jennifer Kosak will be joining the committee to help cover misc. items. There was general discussion regarding AEC and registration fees. It was determined that two proposals will presented, a bare bones option as well as one with banquet and increased registration fees. This will be re-examined at the November board meeting.

C. Awards

No report

D. Continuing Ed

No report

- E. Endowment
Golf outing was successful. Next meeting will be in early December to begin planning for the AEC.
- F. Environmental Education
No report
- G. Environmental Health Curriculum
No report
- H. Food Protection Conference
No report
- I. Finance Committee
No report
- J. Grant and Training Funds
No report
- K. Groundwater Wastewater Conference
No report
- L. Membership
No report
- M. Nominations and Resolutions
General discussion regarding getting nominations for open board positions. Committee to be approached by President Paez to get started on this as soon as possible.
- N. Professional Development
General discussion regarding a cap on how much can be distributed each year. This was previously approved when the budget was approved for the year. Amount to be looked in to and followed up at next board meeting.
- O. Ready Reference
No report
- P. Wastewater Conference
No report
- Q. Audit
There was general discussion regarding the contract required by MEHA for Wells Fargo corporate account, signatures are required. The documents are to be forwarded to the officers whose signatures are required, and the form turned in to Wells Fargo.

Motion by John Texter and seconded by Lynne Madison to accept the six resolutions that company wants MEHA to abide by. Motion passed unanimously on a voice vote.
- R. By-Laws Ad-Hoc
No report

S. Policy and Procedures

No report

T. Licensure Committee

Addie Hambley reporting. The bill is being split between different representatives into eight parts so that there can be multiple sponsors. It is hoped that it will then be presented to the house and senate for approval. The representatives that the committee spoke with thought the bill would pass in both house and senate. The time line for this has not yet been defined.

U. Technical Advisory Ad-Hoc

No report

IX. NEXT MEETING

The Executive Board will meet on November 20, 2009 at the Ingham County Health Department in Lansing, MI. The meeting will start at 10:00 am on November 20, 2009.

Future board meetings for 2009-2010 will be held the 3rd Friday of the month at 10am at the Ingham County Health Department in Lansing, MI.

X. ADJOURNMENT

Motion by Darren Bowling and seconded by Chris Klawuhn to adjourn the Executive Board Meeting at 12:04 pm. Motion passed unanimously on a voice vote.

Respectfully submitted,



Adeline Hambley, REHS
MEHA Secretary
October 16, 2009