



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 August 21, 2009

I. CALL TO ORDER

The Executive Board of the Michigan Environmental Health Association held a meeting on August 21, 2009 at the Ingham County Health Dept in Lansing, Michigan. President Gene Paez called the meeting to order at 10:10 am.

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

Members Teleconferencing: Lynne Madison, Nancy Atwood, Scott Barr

Members Absent (excused): Adeline Hambley, Bob Paulus

Guests Present: none

Guests Teleconferencing: Adam London

II. ADDITIONS TO THE AGENDA

- VI. New Business
- g. IAFP Report

III. SECRETARY'S REPORT

Tabled until next meeting

IV. TREASURER'S REPORT

- A. Approval of July 11, 2009 – August 20, 2009 Treasurer's Report

There was general discussion regarding current checking account balances and future expenditures. There was a carry over of \$8,000 from last year. MEHA has received \$16,000 in membership dues to date. There was general discussion about investments and recovering performance. Lynne Madison asked if funds have been transferred to Endowment fund. John Texter clarified that this transfer has not yet been made.

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. MALEHA Strategic Planning Meeting

President Paez attended MALEHA's strategic planning meeting. A consultant was brought in to discuss mission statements, strategic planning, etc. President Paez discussed his summer letter to membership and asked board liasons to have committees forward strategic plan reports on to Addie Hambley for posting to the website. There was also discussion about a letter to MOWRA concerning MOWTEC and the retirement of Ted Loudon. The letter addresses the need to support and encourage MSU to fill his position.

B. Licensure Update

Adam London reporting. Pat Donovan and Adam London met with Gary McDowell (D) House Rep. to discus licensure. McDowell seems to be very pro-EH and has been interested in EH issues in his district. He will introduce our Licensure proposal into a bill soon. Adam encourages MEHA members to write committee members to promote the bill. They also met with the House Minority Leader who asked many questions and seemed very positive, and gave a list of possible cosponsors. Adam suggested getting the information to the membership via email.

Adam London also stated that Bruce DuHamel resigned his post as MALEHA President. Eric Pessel has been appointed to the position. Diane McCormick is the only candidate for President-elect. Gene Paez suggested MALEHA updates at every MEHA board meeting. Adam will discuss with Eric and report back.

C. IAFP

President Paez thanked Lynne Madison for attending the IAFP on behalf of MEHA and her wonderful summary of the conference. Only 3 or 4 people from Michigan attended. Lynne said one of the IAFP organizers is willing to attend MEHA's AEC as a speaker. MEHA was also a finalist for some awards based on our annual report. Registration was bid on and won for next years conference.

D. SB 45-MAR

President Paez gave a brief introduction of Senate Bill 45 (a bill designed to develop a state wide sanitary code). Point of Sale ordinances will have to follow state guidelines. Certified inspectors would have to take a course and LHD review the report prior to closure on home sale. Nancy Atwood asked if LHD personnel would have to be licensed to perform the inspections. Adam London clarified that they would not. Adam said the bill has many positives, but a few negatives. Namely, it cannot hold of the closure on sales, and it may affect existing POS ordinances. The time frame is short—and Birkholtz (the sponsor of the bill), wants to know support within a few weeks.

VI. UNFINISHED BUSINESS

A. MOWRA Update

MOWRA would like a letter submitted justifying how MEHA spent the money received from MOWRA. Lynne Madison suggested sending them a copy of the AEC agenda showing our on-site training. Nancy Atwood suggested we send our budget to show the money that was spent on sewage related training. Chris Klawuhn volunteered to help do this if Tracy Nelson is unable.

B. Teleconferencing

The cost of teleconferencing is \$0.05-.06 per minute per person. The UP cost would be approx. \$350 to use the service through February. Also, if we allow the UP then the other affiliates would also need to be given access. There was general discussion about how MEHA pays for this service. John Texter will ask Carol at his next meeting with her.

Lynne Madison discussed gotomeeting.com. There was general discussion about features offered. However, a corporate account is very expensive. Only the host would need to install software, all others would be web-based. Gene Paez tabled this discussion so Darren Bowling could research the free services offered.

C. Update CVent

Nancy Atwood is too busy with job duties to explore the system. Gene Paez spoke to NuUnion about the service and they love it. There was general discussion about CVent.

D. Strategic Planning, Higgins Lake July 13th -14th-Gene

Strategic plan needs to be discussed with committee chairs, and reports given to secretary to compile.

Dana DeBruyn suggested email database be maintained in one location.

E. Audit recommendation implementation--board

Everything has been completed except the professional audit. There was general discussion about completing this audit. Darren Bowling to provide Pres. Paez with a contact in the MSU Accounting Dept. to inquire about a grad student conducting the audit.

F. Board Actions from July Strategic Planning Meeting

Tabled

G. P/P Manual

Dana DeBruyn reporting. Ken Bowen has been working on highlighting the differences between the 2003 Constitution and Bylaws and an older version. More time is needed to complete this task. Pres. Paez suggested contacting past presidents to talk about the P&P. Dana reported she has received all of the documents from Brian Cecil.

VII. NEW BUSINESS

A. Email

President Paez will form an ad hoc committee for technology and marketing. Currently we are using an email service through Vertical Response.

B. Membership

Gene Paez will write newsletter and discuss the importance of keeping membership up-to-date. There was general discussion about losing possibly 125 members and how to prevent this. Pres. Paez suggested waiting to pay back the Endowment fund until we have a better idea of finances for the coming year.

C. Great Lakes Food Initiative

Becky Krzyzanowski from MDA has asked for MEHA support. Chris Klawuhn volunteered to help.

D. REHS Training

Gene Paez has been contacted by a few members who expressed interest in forming study groups from the REHS exam. Nancy Atwood suggested that Mike Morehouse be contacted for this.

E. Bed bug conference in GR

Gene Paez said it would be good for MEHA to have a presence at the training. He will send out more information to those interested.

F. Waste Water Fund Report

See item A under unfinished business

G. Professional Development Fund Reimbursement

The Professional Development Committee is seeking reimbursement in the amount of \$150. Gene Paez asked Nancy Atwood for clarification on request. She confirmed amount/request is typical.

Motion by Nancy Atwood and seconded by Darren Bowling to approve the reimbursement request. Motion passed unanimously on a voice vote.

VIII. COMMITTEE REPORTS

A. Website Development

No report

B. AEC

No report

C. Awards

No report

D. Continuing Ed

No report

E. Endowment

No report

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

No report

N. Professional Development

No report

O. Ready Reference

No report

P. Wastewater Conference

No report

Q. Audit

No report

R. By-Laws Ad-Hoc

No report

S. Policy and Procedures

No report

T. Licensure Committee

No report

U. Technical Advisory Ad-Hoc

No report

IX. NEXT MEETING

The Executive Board will meet on September 18, 2009 at the Ingham County Health Department in Lansing, MI. The meeting will start at 10am on September 18, 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 Chris Klawuhn and seconded by Darren Bowling to adjourn the Executive Board Meeting at 12:33pm. Motion passed unanimously on a voice vote.

Respectfully submitted,

P.O. Box 13276 ♦ Lansing, Michigan 48901 ♦ 517.485.9033 ♦ FAX 517.485.6412 ♦ www.meha.net

Adeline Hambley, REHS

Adeline Hambley, REHS
MEHA Secretary
August 21, 2009