Washington State Environmental Health Association
Board of Directors Meeting

February 29, 2008
(via conference call)

Present

Vikki Brus (*Eastern Region V.P.*), Steve Garrett (Treasurer), Jonnie Hyde, Peggy Johnson, Ross Lytle (*Treasurer*), Bruce Scherling (*President-Elect*), Ned Therien (*President*), Mike Vinatieri (*Past President*)

Agenda

Bruce made the motion to approve the Agenda as presented. Mike seconded. Motion approved.

Minutes

Ross presented a draft of the minutes of the Board meeting of January 11, 2008. Ned presented edits for these minutes. Ross offered to table them until the next Board meeting. ***Bruce made the motion to accept the January 11 minutes, as edited by Ned. Vikki seconded. Motion approved.***

President's Report

CEU tracking – Ned reported that the Washington State Board of Registered Sanitarians (WSBRS) is not anxious to continue providing this service. If we chose to keep requesting this service, the charge will be $10 per person, but even then, they would lose money. Mike said he will confer with Kathy Kondakjian to see which WSEHA members would be affected by discontinuing the service, and to get in touch with them. Mike added that the new cyclical WSEHA membership renewal system causes problems with billing to WSBRS. Ned said that we have a month-to-month renewal cycle, so right now we are not even offering the service. Mike said that he felt WSEHA members need to take some responsibility for tracking their own CEUs. Jodie noted that other professions are responsible for tracking their own training. Mike added that some training events, such as the WOSSA Conference and the Joint Conference on Health, may not register with WSBRS. There was general agreement among the Board members that there is not a great demand for this service at this time.

President's Report (cont.)

2008 Joint Conference on Health – Ned informed the Board that the JCH Planning Committee has decided on a theme: "Global Health and Health Equity - Challenges for Public Health in the 21st Century". He noted, though, that this may still be subject to some editing. The next JCH Planning Committee meeting will be held on March 7th , at 10:00 a.m., in Kent. Vikki said that she could attend the Planning Committee meeting by conference call. We will need to make great efforts towards securing sponsors. Ned also said that he and Mike met with the WSPHA President and Past-President - we are requesting re-imbursement for Kathy's services at the 2007 Joint Conference, with the opinion that it was a conference expense. He felt that WSPHA was somewhat reluctant. Nancy Goodloe and Rick Porso of the WSPHA said they would take the request ($7,000) to their board. Mike pointed out that the $1,000 difference was pre-payment for previous monies. WSPHA members have said that they also had a low turnout for the 2007 JCH, with many complaining that there was "too much environmental health stuff".

Sponsors/ Exhibitors - The WSEHA Board agreed that, for the coming year, we will not pay anything up front for Kathy's services. A lot of it depends on what we bring in for sponsors and exhibitors, but we will see no profits from registration. Mike has already taken the lead on this. Vikki asked if we had received evaluation comments from the 2007 JCH. Ned said we have not received a copy. Mike said that we are committed to a minimum of 10 exhibitors, and we need to have them "on board" by June 1st. Bruce and Jodie said they also had leads on potential sponsors. Mike added that he has had discussions with WOSSA, and various onsite sewage suppliers. Jonnie asked if we have approached sustainability or green building firms. Ned said we haven't yet contacted any of them. Also, Jonnie asked if there was a way we could make sure we're not overlapping, i.e., to make sure we're not asking people multiple times. Mike said he will handle this, saying that he really wants to get moving with contacting the exhibitors. We contacted them way too late last year.

Environmental Health Directors' Meeting – Ned informed the Board that he has contacted Marc Marquis. He is on the EH Directors' March Meeting agenda, for a discussion of how much they are going to support WSEHA, what do they see as their/WSEHA's role, their comments on the Joint Conference, etc.

Committee Reports

Publications Committee – Ned said he had talked to Jonathan Freed about the WSEHA

Committee Reports

Publications Committee (cont.)

Newsletter. Ned sent him eight or so articles that he never received. Jonathan said he will proofread them this weekend, and send them on to Kathy for inclusion in the newsletter. We are also looking for photos of the 2007 JCH from Geoffrey Crofoot.

Education Committee - Mike said he doesn't have enough information yet about the results of the Training Needs Assessment Tool for a newsletter article. He has not received any feedback yet from Glen Patrick. Ned said he hoped that the Call for Abstracts for the 2008 JCH, plus information on the 2008 NEHA Conference in Tucson, will be ready for the newsletter soon.

International Health Committee – Ross informed the Board that the IHC had its first meeting of the year on January 11th in Tacoma. The Committee is beginning to look for its recipient project for the 2008 Silent Auction. As always, the IHC will be soliciting for donated items and services. The next meeting will be held on May 10th , probably in Kingston, at which time the IHC will choose the recipient project.

No Regional Vice-Presidents' Reports were provided at this time

New Business

Onsite sewage bioremediation - Mike informed the Board that the Washington Department of Health (WDOH) has published a set of guidelines regarding bioremediation. The Washington Onsite Sewage Association has asked that WSEHA co-sponsor a meeting for input into these guidelines. WDOH's stand on this issue is not embraced by WOSSA. The meeting actually took place today. Mike said he would advise the WSEHA Board about what develops. The "white paper" on this subject will be available soon, and Mike will pass it on to the Board. Bruce asked what action we can take at this time. Ned said there was nothing we could do at the moment. WOSSA wants to work with WSEHA to get a technical review committee going again.

Pool Conferences – Ned informed the Board that Gary Fraser (WDOH) is planning to conduct more Spring Pool Conferences, although maybe fewer than last year. These conferences have been a good money-maker for WSEHA, especially when coupled with

New Business (cont.)

Pool Conferences (cont.)

sales from the Pool Manuals.

Membership consultation with CEHA – Vanessa Bussiere will be attending the California Environmental Health Association (CEHA) Conference in March. She would like to get input from CEHA members as to increasing membership. Ned is going to try to call the CEHA President to introduce her. Ned also felt that Vanessa should have some official WSEHA title to do this for us. Ross noted that the CEHA website mentions "corporate members" or "associate members", and suggested these for possible membership and/or revenue enhancement. Bruce noted that we would need some benchmark criteria as to whether these categories fit in with environmental health/WSEHA goals. Another possibility would be to raise membership fees.

Treasurer's Report

Budget – Carol distributed copies of the 2008 Draft Budget. She added the figures for Sponsors, and adjusted them as much as she thought she could. She also accounted for fewer Pool Conferences and reduced Pool Manual sales this year. Bruce stressed the need to spend some money on marketing - lanyards, pins, etc. Also in the Draft Budget was a fee for state registration as a charitable organization, listed under "Permits".

Mike made the motion that we accept the 2008 Draft Budget as allocated, with minor revisions. Vikki seconded. Motion approved.

Ross made the motion to adjourn the Board Meeting. Bruce seconded. Motion approved. Meeting adjourned at 4:18 p.m.

The next scheduled meeting of the WSEHA Board of Directors will be April 11th , 2008, at the Center Point Office Complex in Kent, Washington.

Summary of Board Motions and Decisions

⇒ ***Bruce made the motion to approve the Agenda as presented. Mike seconded. Motion approved.***

⇒ ***Bruce made the motion to accept the January 11 minutes, as edited by Ned. Vikki seconded. Motion approved.***

⇒ *In the **President's Report**, Ned reported that there is little interest in continuing the service of having the Washington State Board of Registered Sanitarians track CEUs for WSEHA members.*

⇒ *Also in the **President's Report**, Ned informed the Board that the 2008 Joint Conference on Health Planning Committee has decided on a conference theme. The next JCH Planning Committee meeting will be held on March 7th , at 10:00 a.m., in Kent. Ned also said that he and Mike met with WSPHA Officers to request re-imbursement for Kathy's services at the 2007 Joint Conference.*

⇒ *Also in the **President's Report**, Mike said that we are committed to a minimum of 10 exhibitors, and we need to have them "on board" by June 1st. Bruce, Mike, and Jodie all said they had leads on securing sponsors for the Joint Conference.*

⇒ *In the **Committee Reports** section, Ned, Jonathan Freed, and Kathy Kondakjian were working jointly on articles for the next WSEHA newsletter.*

⇒ *Also in the **Committee Reports** section, Ross informed the Board that the International Health Committee is beginning to look for its recipient project for the 2008 Silent Auction. As always, the IHC will be soliciting for donated items and services. The next IHC meeting will be held on May 10th , probably in Kingston.*

⇒ *In **New Business**, Mike informed the Board that WOSSA has asked that WSEHA co-sponsor a meeting for input into proposed guidelines for the bioremediation of onsite sewage systems. Mike said he would advise the WSEHA Board about what develops. The "white paper" on this subject will be available soon, and Mike will pass it on to the Board.*

⇒ *Also in **New Business**, Ned informed the Board that Gary Fraser (WDOH) is planning to conduct more Spring Pool Conferences.*

⇒ *Also in **New Business**, Vanessa Bussiere will be attending the California Environmental Health Association (CEHA) Conference in March. On behalf of WSEHA, she would like to get input from CEHA members as to increasing membership.*

⇒ *In the **Treasurer's Report**, Carol distributed copies of the 2008 Draft Budget for Board Review.* ***Mike made the motion that we accept the 2008 Draft Budget as allocated, with minor revisions. Vikki seconded. Motion approved.***

Summary of Board Motions and Decisions (cont.)

⇒ ***Ross made the motion to adjourn the Board Meeting. Bruce seconded. Motion approved. Meeting adjourned at 4:18 p.m.***

⇒ ***The next scheduled meeting of the WSEHA Board of Directors will be April 11th , 2008, at the Center Point Office Complex in Kent, Washington.***

Action Items

1. *Mike will confer with Kathy Kondakjian to see which WSEHA members would be affected by discontinuing the WSBRS CEU tracking service, and to get in touch with them to see how many still want the service.*
2. *Vikki said that she could attend the Joint Conference Planning Committee meeting by conference call.*
3. *We will need to continue contacting potential sponsors for the 2008 Joint Conference.*
4. *Any soliciting of donated items and services for the International Health Committee's Silent Auction is appreciated.*