

**Washington State Environmental Health Association
Board of Directors Meeting
AGENDA**

Date: Tuesday, January 17, 2023
Time: 12:10 pm – 12:50 pm
Location: Microsoft Teams



PRESIDENT	Nancy Bernard	X	CENTRAL V-P	James Rivard	X
PRESIDENT ELECT	Susan Shelton	X	OLYMPIC V-P	Jodie Holdcroft	
IMM. PAST PRESIDENT	Tom Kunesh	X	SOUTHWEST V-P	Jeremy Simmons	x
SECRETARY	Jen Garcelon	X	EASTERN V-P	Vikki Barthels	
TREASURER	Jesse Smith	X	NORTHWEST V-P	Ethan Schmidt	X
EXECUTIVE SECRETARY*	Megan McNelly	X	NEHA REP*	Bill Emminger	X

*non-voting positions

12:10 pm **Call to Order, Roll Call** *N. Bernard* **Action**

Approval of Agenda *N. Bernard* **Action**

Add approval of Dec minutes and approve agenda Jesse Smith motions,

Approval of December Minutes

Edit-James had information on Kittitas County Fair, not Jesse
Jesse motions to approve December 2022 minutes with one edit, Ethan seconds
All approved.

NEHA Update *B. Emminger* **Info**

2023 Annual Education Jul 31-Aug 3 in New Orleans registration open, \$655 member rate before April 21, 2023, afterwards >\$800
 NEHA Board will meet with lobbyists in February on a federal level and NEHA reps plan to meet with all 50 states legislators; at the Feb meeting, they'll discuss topics they plan to present to legislators (perhaps Food, climate change)
 Tom asked for NEHA reps in bordering states

Account Signatories *N. Bernard* **Action**

Nancy would like to have Tom and Susan on the account, Nancy has had difficulty finding a notary; the account must have names, not positions.
 Need to plan next president-elect.

Jesse needs to have a motion to have Jesse Smith, Tom Kunesh, and Susan Shelton on the account and remove Mike Young and Dayna Katula from account. The signed minutes must be correct for the bank to make the changes. Need to have the Executive Secretary have a debit card. Megan as signor, Jesse, Susan and Tom as responsible parties.

Motion by Tom Kunesh: Keep Tom Kunesh, Jesse Smith and Susan listed as responsible parties; Megan will be a signor on the account; remove Mike Young and Dayna Katula from the account. Jesse seconds. All approved.

	<p>International Health Committee (IHC) Recipient Layken is submitting the Etta Project as the 2023 AEC IHC recipient. They were previously selected in 2018. They are available to speak at the AEC. Based in Tacoma work in Bolivia in sanitation and health care with a budget of <\$500,000 annually. Discussion on focusing on sanitation projects as described in the WSEHA P&P. They did focus on fresh drinking water and latrines. Jesse read in the organizational summary link from Etta-food security may be this year's focus. Not use #4 medicinal plants <i>Motion by Susan to support Etta projects items 1-3 and 5, Nancy seconds to support Etta Projects, items 1-3 and 5. All approved.</i></p>	M. McNelly	Action
	<p>2024 AEC/Conference Direct Megan posted onto the website the draft contract with ConferenceDirect. Megan's talking with them about sites in Tri-Cities or Wenatchee. They've been very responsive to her inquiries. They work up a document about hotel space and conference space. The Tacoma AEC in 2020 used ConferenceDirect for selection. <i>Motion by Tom to enter into contract with ConferenceDirect, Jesse seconds. All approved.</i></p>	M. McNelly	Action
	<p>2023 AEC Budget Debating food; looking at whether to have lunch first day. Looking at setting it for \$380 for full conference with 205 attendees. Look at opening at noon the first day; there's one keynote speaker (Attorney General) with a hard time limit of 1:00-1:25 pm. Do we have food/snacks for pre-conference sessions? What pre-conference sessions will be available? There will be an early-bird rate, then a late-bird rate. The practice if not a member is to add \$50 to rate, then they automatically become a member. The late-bird rate is \$50 or \$100 more. There is ~\$35,000 budgeted for food to meet the minimum in the contract. Perhaps a light lunch, need to have something before the AG to bring the group together. <i>Tom motions to approve the registration rate at \$400 (early bird, member rate). Jesse seconded. All approved.</i></p>	M. McNelly/T. Kunesh	Action
	<p>WSEHA Policy and Procedure Review Tabled for future meeting</p>	S. Shelton	Info
1:13 pm	<p>Adjourn Jeremy motions, Nancy seconds.</p>	N. Bernard	Action