

Washington State Environmental Health Association
Board of Directors Meeting
February 2, 2011

Present: Geoffrey Crofoot (President), Kerri Wagner (Executive Secretary), Vikki Barthels (Secretary), Michael Baker (Easter Region VP), Tom Kunesh (Northwest Region VP), Chuck Tresser (Guest), Anna Fretheim (UW Student), James Rivard (Central Region VP), Steve Garrett (Treasurer), Mike Vinatieri (Southwest Region VP), Bruce Scherling (Immediate Past President) Ned Therien (joined in via conference call)

Not Present: Jodie Holdcroft

Meeting called to order at 10:03a.m.

We had introductions for all new members.

Approval of Agenda:

Steve G moved to accept the agenda with changes. Bruce S 2nd. Motion approved.

Approval Minutes:

August 26, 2010- **Tom K moved to approve the minutes as amended. Steve G 2nd. Motion approved.**

Steve G made a motion to appoint Mike V. (Southwest Region VP) and James R (Central Region VP) to the positions of Regional VP's. Bruce 2nd. Motion approved.

Presidents Report:

- NEHA Conference 2011: Geoffrey will most likely go again this year. He is proposing the same agreement as we had last year for the conference. Snohomish Health District would cover cost of registration. WSEHA would cover hotel and airfare for the conference. Geoffrey is willing to find the cheapest hotel rates and cover any additional costs (i.e. cab fare or food) on his own. Geoffrey will write up a proposal to the board for approval later on. Expressing some reservations because it will costly for the organization. Geoffrey will make it as cost effective as possible and bring back information from the conference. The president represents the organization at the NEHA conference. Mike V mentioned that he thought Geoffrey's time at the NEHA conference is valuable and he should attend.

- Newsletter: deadline was January 31, 2010; we were a little short on articles, so it would be nice to have some of the new member's right up an article about themselves (Bio). Articles to Kerri within two weeks.
- CHE-WA partnership (Collaborative on Health and the Environment): they seem to be more focused on children's environmental health – (chemical and lead exposures). Geoffrey thinks they have a wealth of presentations available and we can work with them to get their presentations out, possible a one-day training presentation. Geoffrey will be attending a meeting with them next week. Geoffrey has been clear with them that our mission is Education. Range of partnership; WSEHA is a vehicle to get their information out to the EH community (EH professionals, DR's etc.) CHE-WA does have funding from local hazardous waste money; they are loosely associated with Seattle King County. If they are professionals that are working towards our mission, WSEHA cannot take sides on political information due to our 501-C3 status. WSEHA is a vehicle for Education and getting their information out. Mike V thinks the board should pursue this. CHE-WA is affiliated with Children's Environmental Health. Bruce and Michael B recommend looking into a partnership with CHE-WA. Tom K showed supporting an educational partnership with CHE-WA. For trainings, if you are a member of either organization the fee would be at the membership rate and non-members would have to pay the higher rate.
- Fees for Member vs. Non-Member was discussed.
- WORC/Department of Ecology- we may want to look at revisiting a partnership with these organizations. Finances were an issue; they wanted to have a flat fee and not a member vs. non-member rate.

Executive Secretary Report (handout was provided):

- Membership is at 209
- Pool Manual Inventory/Pool Conferences: Kerri talked with Gary Fraser and he stated that this may be the last year WSEHA partners with DOH to provide the pool trainings. They are possible looking at having local health jurisdictions put on their own training so they could possible get higher attendance to the trainings. Chuck mentioned that Mike B and James R (Environmental Directors) need to bring this up at the EH Directors meeting to see how local Directors feel about this. We may rather have Gary Fraser talk to EH Directors about this because this is not set in stone right now. We currently have 590 pool manuals – this should last us at least 2 years.
- Website: Kerri is working with HavenWeb to get the website converted to Joomla. This will allow for a members only access page. Have the links posted on the public page, but have it grayed out and if someone tries to access a statement that states for WSEHA members only. James suggested maybe putting up a forum on the website for members to have open discussion.

Treasurer’s Report: (handout was provided)

- Profit and Loss for 2010 (-4702.44) the reason for the large negative balance was \$3507.81 for the reprinting of the pool manual costs.
- Profit and Loss 2011 – starting the year off at -682.03
- Checking Account handout
- WSEHA Assets – up approximately \$8,000 from 2009-2010
- Budget: structure – changing the layout of how we do our current budget

Income	2010 proposed	2010 Actual	% Budget	2011 Proposed	2011 Actual	% Budget
Honorarium		\$2408		\$2400		

We are going this route to make it easier and help in preparing the budget for the next year. If the 2011 budget is going to be similar to the results of last year (9), then we need to commit to put on at least the same number of trainings for 2011.

Action Item: Geoffrey will get Steve the redrafted budget by tomorrow 2-3-11

Committee Reports:

- Publications Committee: Newsletter – get those articles in.
- Education Committee: The board has been the committee.
 - Geoffrey brief recap of why we went to 1 day trainings and away from the AEC to the new board members.
 - 2010 training summary – we put on 9 educational trainings.
 - Do we need to start looking at an AEC type format again in the near future?
 - Tom K said he could look into putting on plan review training for food.
 - Geoffrey stated that he would look to training with WORC.
 - Bruce will look into working into water and well drilling training.
 - Steve G stated that we may want to talk to the emeritus members to see if they can help with some of our trainings.
 - Geoffrey will work on a letter to send out to the emeritus members to see if any of them would be interested in helping with some of our trainings.
- Awards and Scholarships: Joe Graham wants to change some of the awards nomination processes. Have Joe give the board a proposal for us to review and comment on. A list of comments that he would like to see changed.

Old Business:

- Changes to the Constitution and Bylaws: Ned would add this following statement to the Emeritus status language: The Board of Directors may waive up to ten years of

environmental health service in consideration for equivalent years of service to the Association.

3.4 Emeritus Membership. Emeritus membership status may be awarded to a retired regular member, upon application, provided he/she has been a member of the Association for at least five (5) years immediately prior to retirement and has accrued at least twenty (20) years of environmental health service or has retired due to disability. The Board of Directors may waive up to ten years of environmental health service in consideration for equivalent years of service to the Association.

Mike V moved to support this change in language to the Constitution and Bylaws. Tom K seconded. Motion approved.

Tom K moved to make a motion that WSEHA include the amended language discussed today and forward that amended language to the packet of changes to the constitution and bylaws to the membership for consideration. Bruce 2nd. Motion passed.

- Kerri is proposing mailing the ballots out to members with a statement from Geoffrey stating what we are going to do regarding the constitution and bylaws. Ned suggested using small envelopes. To have membership mail back to us 30 days from the date it is mailed out. Have this process done by the end of March. Simple majority of the received votes is what we would need.

New Business:

- Mike V and James R have been appointed as new regional VP's
- EH Directors and WASALPHO- Michael Baker is now the EH Directors chair and on the board for WASALPHO. They voted to get rid of the EH Directors webpage. They are getting rid of the list serve for the EH Directors and moving to the WASALPHO list serve. Limiting the number of people from each county to be on the list serve. Statewide EH Directors meeting in March in Ellensburg. Michael has been approached to provide an EH track for the JCH this year. Michael heard from the State that they are not going to be able to provide more training. May be a good opportunity to have Michael find out from the EH Directors what kind of training they want and would they send staff to these trainings. Tom K mentioned to ask the Directors how they feel about training, do they still want free training from DOH or would they support WSEHA low cost one-day training. See which Health Districts have video conferencing capabilities.
- Michael asked that the board write a letter of appreciation to Jim Matsuiama from North East Tri-County.
- If you have comments or ideas send Michael an email.
- Pool and Spa budget Worksheet: The \$2800 for pool manuals is not an expense it is a profit for us. Steve mentioned that this proposal is pretty close to break even.

*Mike V made a motion to approve the pool budget as Gary has proposed it. Tom K 2nd.
Motion passed.*

Regional VP Reports:

Olympic Region- Jodie Holdcroft- Not present

Central Region – James Rivard-

Northwest Region- Tom Kunesh- Tom stated that he also sits on the DOH Food Core work group. DOH is continuing the rule making process for the state food code. It has passed the governors chopping block of rule making. Food rule revision is still happening. Tom is willing to consider converting the Whatcom County Pool training into a WSEHA sponsored event.

Southwest Region- Mike Vinatieri- No report

Eastern Region- Michael Baker- No report

Mike V made a motion to adjourn. Steve G 2nd. Motion approved
Meeting adjourned at 3:07p.m.