

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



**Date:** Tuesday, May 23, 2023  
**Time:** 12:10 pm – 12:20 pm  
**Location:** Microsoft Teams

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

\*non-voting positions

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**12:11 pm**      **Call to Order, Roll Call**      *S. Shelton*      **Action**

*Nancy moves to approve the agenda. Sammy seconds. All Approved.*

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**Approval of May 10, 2023, Minutes**      *S. Shelton*      **Action**

*Vikki moves to approve meeting minutes from May 10, 2023. Nancy seconds. All approved.*

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**Bank Account Signers**      *J. Smith*      **Action**

Jesse said with transition of presidents, we need to make changes on the bank account. Need to remove Tom Kunesh and add Sammy Berg. Bank accounts are with the Washington State Employees Credit Union. Susan will remain on the account.

Motion for who is the responsible party, and the signatories, and who is removed.

*Jesse makes a motion to keep Jesse Smith and Susan Shelton as responsible parties (RP), keep Megan McNelly as signor, remove Tom Kunesh, and add Sammy Berg as RP. Sammy seconds. All approved.*

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**Treasurer's Report**      *J. Smith*

Update on financials. Checking ~\$90K with ~\$10K out, P/L for AEC ~+\$29K.

Discussion of moving \$35K back into the investment accounts. Should we move the same amount back in, should we wait until the debit limit is resolved? Let's wait for June meeting to discuss further.

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**NEHA Letter of Support***N. Bernard***Action**

Discussion of the NEHA letter to support of 2/8/23 to US DHHS and HRSA. Bill suggests writing our own letter of support.

Nancy proposes to use the NEHA letter as a template and draft it with WSEHA letterhead and signed by Susan Shelton. Sammy offered to draft a letter with incorporated WSEHA demographics. Bill will confirm the addressees.

*Nancy motions to draft a letter of support. Sammy seconds. All approved.*

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**NEHA Nomination-Unsung Hero**

Susan will nominate Tom Kunesh for NEHA for Unsung Hero Award.

*Susan motions to nominate Tom Kunesh. Jodie seconds. All approved.*

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**Additional Discussion**

Do we like the current meeting schedule of fourth Tuesday at lunchtime? Do we need to take time off over the summer? Go to quarterly? Susan will send out an email.

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**12:52 pm****Adjourn***S. Shelton***Action**

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