



Washington State Environmental Health Association Board of Directors Meeting MINUTES

Date: Wednesday, March 18, 2020
Time: 12:00 p.m. – 1:00 p.m.
Call Info: 1-877-311-2008, code: 300864#

Call to Order, Roll Call

Present: Jodie Holdcroft, Mike Young, Tom Kunesh, Nancy Bernard, James Rivard, Jesse Smith, Megan McNelly

Approval of Agenda

Motion: Nancy Second: Jodie Vote: 6 aye, 0 nay

Approval of Minutes

Motion: Jodie Second: Jesse Vote: 6 aye, 0 nay

SEHA Application

Motion: Jodie Second: Mike Vote: 6 aye, 0 nay

The Board had reviewed the draft by-laws send via email earlier in the month. It was clarified that SEHA was not currently charging dues for membership and agreed that an affiliate membership was not required for the group. Tom had sent draft edits to SEHA which they made and returned (posted on Board website). The Board voted to support the Student Affiliate group.

Board Nominations

Motion: Nancy Second: Jodie Vote: 6 aye, 0 nay

Election ballots were due to be mailed out at the end of the month to provide members with the required 30 days before ballots were due. Two Board members are required to be present at the opening of the ballots. There are no uncontested seats at this time and Jen (not present) had indicated via email to Megan that she was interested in retaining the Secretary position. Per the by-laws, the Board has the ability to extend the terms of the President, Immediate Past-President, and President-Elect. All officers were willing to continue their terms until a successor could be appointed or nominated. The Board voted to extend the terms of all Board members for the immediate future until it was possible to schedule an annual meeting.

2020 AEC

Motion: Jodie Second: Nancy Vote: 6 aye, 0 nay

Tom and Jamie have been in contact with the hotel to discuss the cancellation options. Cancellation more than 30 days prior to the conference required the non-refundable deposit total of ~\$18,000. Within 30 days of the conference, ~\$45,000 would be due. There are no legal orders at this time that would prohibit the meeting and so the force majeure clause does not apply.

Moving the conference to the fall or winter was discussed. It would be a shorter conference, 1-1.5 days. Another factor to consider with moving the AEC was the Call for Papers for the 2021 NEHA AEC. The deadline to submit would be in December which puts additional pressure on the Speaker Committee and speakers. Board members indicated that with so many unknowns about Covid-19 and other conferences being rescheduled for October, it would not be possible to confidently reschedule the event. The hotel would allow us to move the conference without penalty.

The Board voted to authorize Tom to cancel the conference with the hotel and determine the cancellation specifics. Jesse will cut a check for the remained of the balance due and send to Tom since it will need two signatures. Tom can give the check to the hotel or destroy it, depending upon the outcome of the discussion.

2021 NEHA – MOU

Tom recapped the MOU for the Board since it had been a little while since the Board had reviewed those emails. Per the agreement, WSEHA is responsible for finding speakers for two tracks for the length of the conference, supply moderators for those sessions, and provide scholarships for WSEHA members who register for the conference. NEHA is offering a significant discount for members. In previous discussions, the Board was considering committing \$10,000-20,000 toward the scholarships to allow 100-200 members to attend at the discounted rate.

The Board indicated approval of the MOU, with the suggested amendments, and Tom will contact NEHA to finalize the document. It will be brought back to the Board for vote.

Adjourn at 1:16

Motion: Jodie Second: Jesse Vote: 6 aye, 0 nay