Washington State Environmental Health Association
Board of Directors Meeting Agenda

Date: Thursday, October 15
Time: 7:00 am – 8:00 am
Location: https://us06web.zoom.us/j/84021147359?pwd=d4JCbb42xpV62j1hUMCsm2c2346XBG.1

PRESIDENT	Jeremy Simmons	x	CENTRAL V-P	James Rivard	x
PRESIDENT ELECT	Dayna Katula	x	OLYMPIC V-P	Anne Moen	x
IMM. PAST PRESIDENT	vacant		SOUTHWEST V-P	Katie Lott	x
SECRETARY	Jen Garcelon		EASTERN V-P	Vikki Barthels	x
TREASURER	Jesse Smith	x	NORTHWEST V-P	Vacant	
EXECUTIVE SECRETARY*	Megan McNelly	x	NEHA REP*	Bill Emminger	

*non-voting positions

7:00 am **Call to Order, Roll Call, Approve Agenda, Approve Minutes** *J. Simmons* **Action**

All present in person except for James on zoom. Anne Moen joined via zoom at approximately 7:15 am.
Meeting called to order at 7:07 am.

Emily Hovis, Layken Winchester, Tom Kunesh, Susan Shelton, Karen Paugh in attendance.

Dayna motions to approve minutes from August 2026 and the agenda. Katie seconds

All approve.

Approval of 2026 Election Results *J. Simmons* **Action**
President Elect: 6 Shawn, 1 Katie
NW regional VP: Charise Gainor
Shawn accepts nomination. Megan will reach out to Charise to see if she's interested.

Motion: Vikki Barthels moves to approve 2026 election results.
Second: Jesse Smith

All approved.

Bank Account Update *J. Smith* **Action**
Financial update: $300k in investments, accounts

Need to update authorized users card – Susan Shelton and Sammy Berg are currently on account but need to update to current Board members. We'll need to add one of the Presidents, at least, to join Jesse Smith. Jeremy Simmons declines. Shawn Ultican and Dayna Katula both accept. It's easier if the people will be on the Board for at least 2 years.

Minutes will be approved next meeting and then sent to Jesse Smith. He'll send around the bank information after that.

Motion: Katie Lott moves to remove Susan Shelton and Sammy Berg, keep Jesse Smith as responsible party, Megan McNelly as authorized user, and Shawn Ultican and Dayna Katula added as responsible parties.
Second: Vikki Barthels

Motion passes, all aye.

IHC Auction Results *L. Winchester* **Action**

Approx $2800 which is lighter than previous years but is also reflective of the attendance. First day was very light but picked up more on the second day. Ticket sales were slower. Layken requests that the Board approve increase the donation for a total of $4,000 to Etta Projects.

It was suggested that the donation be raised to $5,000. Jesse says financially the increased donation is feasible. Dayna says that we met the minimum at Pinnacle last night of $2,000 in sales so no additional financial responsibility will be there.

Tom Kunesh – Etta Projects has done some great work which was shown in their presentation and their work is very beneficial. It would be a good way to use funds, along with scholarships, without being fiscally irresponsible.

Jesse's concern is having too much in the accounts ($500k in assets) because it changes the tax form. Conferences have contributed to the bank account and the investment accounts have also significantly approved. Can the amount be increased to $6k? James Rivard comments that a donation total of $6k seems ok to him.

Layken W - Etta can do a lot with a little. They've been able to expand their programs since the last time they were the recipient.

Karen Paugh asked if the amount of increase usual? Layken answered that the total amount raised through the ticket sales and silent action is lower than usual ($3k) but the ask is larger than in previous years. Usually is rounded up to the nearest thousand.

	Should the Board match the amount collected during IHC auction as standard practice? Layken requests that the Board keep the IHC as a priority for future conference, joint or individual. Future conferences: has any discussion been held about potential future conferences being combined? Not at this point, just general check-in. Waiting to see the financial info and will be discussed at the next Board meeting. NEHA is in Portland, maybe promote that as a gap year activity if a WSEHA conference not held. WA had a lot of NEHA attendees at the last conference in Spokane, with WSEHA financial support for registration costs. It's too late to hold the AEC at the usual time in the spring. Motion: Vikki motion to approve round up to a total of $6k and for future, match the IHC revenue from auctions and donation. Second: Jeremy Motion passes – all approve		
	Recognition Thanks to Jeremy for being president, esp for the extended year. Tom has recently retired. While he has come into the conference intending this to be the last, he is now a little less certain. He's willing to share his personal contact info if anyone would like. Dayna: He's been great at rounding up volunteers and rallying people. James R: Thanks for all of your loyal dedication and years of service to public health. Anne M: Thanks for being a great example of a leader and enjoy!	*D. Katula*	**Discussion**
pm	**Adjourn** Discussion at the Board's usual time to review the conference, feedback, etc. on October 27th, 12:00 pm. Invite will be sent out this weekend. April can be difficult due to funding cycles and approval. Registration windows can be challenging with early bird prices increasing before the approvals Please complete the survey on the back of the conference badge if you have any feedback! Vikki motion to adjourn. Dayna second. All approve. **Next meeting: November 24th, 12:00 pm**	*J. Simmons*	**Action**