



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

Date: Tuesday, January 14, 2020
Time: 10:00 a.m. – noon
Call Info: 1-877-311-2008, code: 300864#

Call to Order, Roll Call

10:04 a.m. Tom Kunesh, present; Nancy Bernard, present; Mike Young, present; Jen Garcelon, absent (called in at 10:15 a.m.); Jesse Smith, present; James Rivard, present; Jodie Holdcroft, present; Jeremy Simmons, present; Ben Stone, present; Kevin Chung, present; and Megan McNelly *T. Kunesh*

10:05 a.m. **Approval of Agenda** *T. Kunesh*
Agenda approved - Nancy motioned, Jodie seconded, no opposed.

10:06 a.m. **Approval of Minutes** *T. Kunesh*
Minutes approved - Nancy motioned, Jodie seconded, no opposed.

Treasurer's Report

10:08 a.m. Treasurer's report: Good year for investments, increase of \$32k over the year. The Profit & Loss shows a \$9000 loss but that's pretty much the deposit to Hotel Murano. Overall, we broke even in 2019. The Pool Conference had a \$100 profit and the HACCP course was an \$800 profit. No feedback was received for the financial audit so the team will consist of the board members who previously volunteered. 1099s will be mailed out to Megan and Dayna at the end of the month. Another deposit of \$20,000 will be made to the Hotel Murano in the near future. *J. Smith*

WSEHA Membership Report

Discussion on membership # dip after conference. DOH and LHJs sometimes pay for their staff's membership.

10:20 a.m. Discussion on other trainings offered by state organization (WSEHA), pools, HAZWOPPER, certified food protection. Perhaps WSEHA needs to expand training operations. Jeremy invited the DOH Rad folks to come to AEC which would be a good connection. *M. McNelly*

Megan-research online payments. Only checked on PayPal so far. No easy way to connect with the website. Stripe and Donorbox were suggested.

Anyone want to look at expanding training options for WSEHA? Jeremy and Mike will look at HAZWOPPER.

The food code will require a Certified Food Protection Manager for each establishment, so WSEHA should look at it. Tom will research once food code is adopted, likely after AEC.

10:25 a.m. Committee Reports

International Health

Ashlee-Rose not on the call. Auction will be at AEC. Some people have expressed interest in helping her. No chair or co-chair, we'll have lots of volunteers. We need to look toward the future.

Publications

Planned to get newsletter in mid-March, but Megan wants to move it up to mid-February to get information out earlier to members.

Awards

No update. Larry or Chuck were not on the call.

NEHA Affiliate and 2021 Spokane AEC

Matt Reighter emailed him a NEHA update. Dr. Dyjack has permission to talk to WSEHA for Spokane 2021 to coordinate. Matt is interested in having someone in Region 1 VP because he plans to step away July 2021. NEHA will have 3rd Annual Day on the Hill (DC).

There is no template for local/state organizations to partner with NEHA AEC organization. Tom has a call with Dr. Dyjack Jan 24 (?). Tom's agenda: he wants a WA track, a silent auction, reduced WA registration cost, ask what help they need, NEHA has paid staff to work with Conference Direct, locals can help with socials, field trips. We can provide attendees if the price were lower than their typical price.

T. Kunesh

We will be left with two choices in 2021, either partner with NEHA in Spokane or hold an independent conference.

Discussion on WSEHA offering scholarships to attend Spokane, or whether WSEHA pays NEHA directly for reduced rate. WSEHA has savings in the bank to potentially find a solution. Between now and our conference, we can develop ideas for negotiation.

2020 Pool Conference Budget Approval

11:00 a.m.

Jun sent a pool conference budget \$25 for members \$35 for non-members. Cost increase is due to new training location and increase in Megan's cost. No publications will be provided. A few years prior, the cost was

M. McNelly

Action

\$60/\$50 due to publication cost.

Any questions?

Jodie moves to approve budget for pool conference. Jesse seconds. All approved. Motion carries.

Pool Manual Sales – Vote tabled

Pool manuals that we printed are out of date. Jun does not want to reprint. He wants to use the Pool and Spa Association Manual.

11:10 a.m.

Sell at same cost. Sell to us for \$35, we sell at \$59.95.

Do we want to buy 250 bulk manuals?

Nancy and Jesse do not really think it's worth the associations time and effort if we cannot offer it at a reduced cost. Jodie agrees. Provide a link to order the manual in the conference registration form. How often is the manual updated

The phone was disconnected at 11:25 a.m.

Tom says we would get some profit from purchasing a bulk order and selling them (~\$20/manual, minus tax and shipping).

M. McNelly

Action

We estimate 4-5 years to sell 200-300 copies. These are twice as expensive as the WSEHA manuals. What if we purchased fewer manuals?

We reconnected at

Jun wants the WSEHA manual to be sunset. He wants to use the Pool and Spa Association Manual. Jun has no preference whether we suggest or require a manual at the conference. Most of WSEHA's requests for manuals are from operators who are required to have a manual.

NEW CALL IN: Tom will reach out to Jun to see if it's okay to not stock manuals. Sounds good to everyone.

2020 AEC Budget Approval

The budget report is on the website from Jamie. Conference registration up \$15, due to location (earlier anticipated \$25 increase). Early-bird pricing, \$325 for members/\$375 for non-members. Daily rates available, \$175/\$225. Discussion on Nancy's school seminar and wildfire smoke workshop. We have breakout rooms until 5:30 pm on Wednesday.

11:48 a.m.

Yes, quorum.

Tom motioned to approved AEC 2020 budget. Jesse seconds the motion. All approved.

Action

11:57 a.m.

AEC Handbook: Exhibitor Section-Shawn Ultican proposed changes. They were posted on the website.

T. Kunesh

Action

Language changes based on working with the exhibitors on messaging. Language changes on duties. Any concerns on the language changes?

Jeremy motioned to approve language changes, motion seconded. All approved.

12:05 p.m.

AEC Update – Hope to open registration soon (tomorrow). Deadline for speakers is the end of the month. Only two speakers have submitted. Things tend to come in at the deadline.

*T. Kunesh/M.
McNelly*

Looking for a location for cornhole tournament. Looking for tours after-hours on Tuesday evening. Looking at similar conference format. New, looking at hosting roundtable breakout sessions for each subject matter.

A/V update: video conferencing

*M. Young/K.
Chung*

Mike and Kevin are not on the second call number.

Photographer registration fee

12:08 p.m.

Does the paid photographer need to pay for registration? What's the role of the photographer (attendee or photographer)? Perhaps offer student rate to volunteers. The Board will make that recommendation to AEC Committee.

T. Kunesh

Perhaps long term offer scholarships for volunteers.

12:12 p.m.

Hotel Murano Update

*T. Kunesh/J.
Garcelon*

We made deposit on the hotel.

12:15 p.m.

Adjourn

Tom motioned to adjourn, Nancy seconded, all approved.

Action

11:25 am, we were all disconnected from the call. We were in the Pool Manual Sales discussion.

11:40 am, Nancy created GoToMeeting, new roll call, Tom, Megan, Nancy, Jen, Jesse, Jeremy, Ben, Jodie on phone

Mike, Kevin, and James not phone.