

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



**Date:** Tuesday, May 8, 2019  
**Time:** 7:00 a.m. – 8:00 a.m.  
**Location:** Porter Conference Room

**7:00 a.m. – Call to Order, Roll Call – Mike Young**

President	Mike Young	P	Central V-P	James Rivard	P
President Elect	Tom Kunesh	P	Olympic V-P	Jodie Holdcroft	P
Imm. Past President	Joe Graham	P	Southwest V-P	Jeremy Simmons	P
Secretary	Jen Garcelon	P	Eastern V-P	Chris Skidmore	Ab
Treasurer	Jesse Smith	P	Northwest V-P	Vacant	
Executive Secretary	Megan McNelly	P	NEHA Rep	Matt Reighter	P

**7:05 a.m. – Approval of Agenda– Mike Young**

Agenda approved. No changes.

**7:08 a.m. – Approval of Minutes-Mike Young**

Minutes from Jan 22, 2019 meeting minutes were approved by email in March 2019 to allow Megan to get a debit card and change signatories on WSEHA banking account.

**7:10 a.m. – Treasurer’s Report-Jesse Smith**

Investments are up at \$132K and checking account has \$56K.

For this year’s AEC, we’ve paid \$35K and we will have at least \$10K more to pay. The conference should break even.

Jesse submitted the tax returns last week. It was the longer form with more lines.

Jesse submitted paperwork to the bank for the signatories and Megan to get debit card.

**7:15 a.m. – WSEHA Investments: Future Plans**

Mike wants to challenge the organization to increase investments by 10%.

There was discussion on spending money on equipment, improving AEC, and/or increasing donations to scholarships or International Health. There have been requests for the presentations to be video recorded; there are often two or more good sessions at the same time and it would be nice to be able to view them. Perhaps a conference login to access the presentations. WSEHA could invest in some projectors for AECs since many that are used are borrowed.

Mike will look at the cost of purchasing video equipment versus video service.

Joe brought up using a conference app for attendees. The cost to print programs this year was \$1,185.

There was discussion on what a reasonable reserve should be for the organization.

### **7:20 a.m. – WSEHA Membership Report-Megan McNelly**

See attached Membership Report. In May 2018 there were 245 members and in May 2019 there are 261 members.

### **7:25 a.m. – NEHA Update – Matthew Reighter**

Matt will attend the 2019 NEHA Conference in Nashville in July. There is an affiliate president meeting Monday of the conference. The core focus is on advocacy.

Has anyone nominated someone for NEHA Certification of Merit? It's due May 15.

We should work with Angelica at NEHA now to discuss 2021 AEC in Spokane. NEHA works the year before and a larger team develops.

### **7:30 a.m. – Committee Reports**

- International Health
  - o \$2,020 was raised this year from the raffle and silent auction. There is no written guidance for the raffle, so Ashley-Rose will write it up. She wants the ticket sellers to stand out more, so next year they may wear vests.
- Publications
  - o Anne Moen is the Publications Chair. She'll send out an email request soon for articles.
- Awards
  - o The Awards went well this year. We hope to have more nominations next year.

### **7:35 a.m. – Annual Education Conference(s)**

- 2020 AEC
  - o Jamie-Diane Zorich from Tacoma-Pierce County Health Department has stepped up to be the 2020 AEC Chair.
  - o Jamie linked up to Conference Direct. There were four bids for the 2020 Conference. One from Hotel Murano in Tacoma, one from Hotel RL in Olympia, one from Great Wolf Lodge, and one from Embassy Suites in Lynnwood. Jamie, Tom, and Jerry Caird did a walk-through of the Tacoma site. There were some questions on room sizes. The Tacoma location costs more for food, but less for rooms.
  - o Jodie mentioned to have room for vendors. This year's game with the vendors was engaging and there was more interaction.
- 2021 NEHA AEC in Spokane
  - o There was discussion on NEHA AEC and hosting WSEHA AEC together or adjacent. There will need to be discussions on any price breaks for WSEHA. In the past, NEHA does not provide a price break. WSEHA does want to coordinate if possible with the NEHA AEC. Discussions will be on-going.
- Rotation Schedule: Eastside/Westside

### **7:45 a.m. – HACCP Workshop: DOH Request for Assistance**

Megan received a request from Washington State Department of Health to help with registration at the HACCP Workshop in August. The registrant cost will be \$20 for government and \$370 for others. One person per County can qualify for a scholarship. *Tom moved to approve the request for WSEHA to do registration for the HACCP Workshop. Jodie seconded. All in favor.*

### **7:50 a.m. – Regional Vice-Presidents' Reports-No Regional Reports Available**

- **Olympic Region** - Jodie Holdcroft
- **Central Region** - James Rivard
- **Northwest Region** – Vacant
- **Southwest Region** – Jeremy Simmons
- **Eastern Region** – Chris Skidmore

**8:00 a.m. - Elections**-*Mike Young/Tom Kunesh*

Ballots were counted this morning starting at 6:45 a.m. Tom Kunesh, Mike Young, and Joe Graham counted the ballots.

- President-Elect-Nancy Bernard
- Treasurer-Jesse Smith
- NW Regional V-P-Kevin Chung
- Eastern Regional V-P-Ben Stone

*Tom moved to adjourn the meeting at 8:05 a.m. Jodie seconded. All in favor.*