

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



Date: Tuesday, May 27th, 2025
Time: Noon – 12:55 pm
Location: **Zoom:** <https://us06web.zoom.us/j/82577592808?pwd=51PfcEJ5k9PPI9WJlavS2EIh1OQNj.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	Sammy Berg	X	SOUTHWEST V-P	Katie Lott	X
SECRETARY	Jen Garcelon	X	EASTERN V-P	Vikki Barthels	X
TREASURER	Jesse Smith	X	NORTHWEST V-P		
EXECUTIVE SECRETARY*	Megan McNelly	X	NEHA REP*	Bill Emminger	

*non-voting positions

12:04 pm	Call to Order, Roll Call, Approve Agenda, Approve Minutes	<i>J. Simmons</i>	Action
	<p>Board Meeting Schedule Discussion</p> <p>Continue 4th Tuesday mid-day? Summer meeting break?</p> <p>Skip June and August, meet in July to approve meeting minutes and update account signatures. Restart in September.</p>	<i>J. Simmons</i>	Action
	<p>IHC Request</p> <p>Donations received \$3,261.27. Request to round up to \$3,500, so asking for \$238.73.</p> <p><i>Sammy moves to increase the donation to round up by \$238.73; Vikki seconds. No nays, all approved.</i></p>	<i>M. McNelly</i>	Discussion
	<p>2025 WSEHA Budget & Update Account Signatures</p> <p>Draft budget on website; it shows profit if \$16K, decrease amount for awards; some increase in AEC due to plans; increased NEHA to \$3K, increased Treasurer’s budget for annual fee for software. Profit/Loss Report for AEC not quite ready; it’s mostly done. It looks like a bit of a profit.</p> <p>Discussion on ways to utilize the organization’s funds. >\$200K in investments. If the organization had more than \$500K in funds, that would move up the tax forms. Starting a self-sustaining foundation for students or presenters to offset the cost of attending the AEC.</p>	<i>J. Smith/M. McNelly</i>	Action

Sammy suggests taking time over the summer to think of ways to spend monies.

During the time when AECs were on hiatus ~2011/2013, the Board decided to invest, which has worked out well.

Potential ideas: Dedicate more to scholarships or honorariums? Cover conference costs rather than cut a check, limit the presenters eligible because it could be a significant portion of the attendees but maybe a portion or the cost? Board consider ideas over the summer to bring to the next meeting on how to use funds to encourage membership and add value.

Q: Is it difficult to change budget later? Just require a board vote to amend the adopted budget.
Action on budget deferred pending discussion for WSEHA membership value (next agenda item).

The WSECU bank account needs to be updated so checks can be signed. Susan Shelton needs to be removed from the account access and Jeremy and/or Dayna need to be added to the account to be able to sign checks. This is only for when checks are over \$2,000.

Motion: (Sammy) Remove Susan Shelton as a responsible party, keep Megan signatory, add Dayna as a responsible party, keep Jesse and Sammy as responsible parties to the WSECU bank account

Second: James

Nays: 0; motion passes

Speaker Committee Request

M. McNelly

Discussion

WSEHA Board:

We'd like to request approval for a \$500 honorarium be provided to the Suquamish Foundation on behalf of the Chief Kitsap Academy cultural program in recognition of their dynamic song and dance performance at the Annual Education Conference. Their student group opened the event with two powerful songs that energized the room and reflected the diversity and cultural richness of our community.

We invited them to help us recognize the diverse cultures represented and to set a welcoming tone for the event. We received numerous positive comments from attendees and believe the students exceeded our expectations. The honorarium would acknowledge the students' time and preparation and help support the school's arts and cultural programming.

Vikki: move to approve \$500 honorarium to the Suquamish Foundation

Sammy: second

Nay: 0; motion passes

Discussion: Include card with check

Adding value to the WSEHA membership*D. Katula***Discussion**

Promote WSEHA to staff, as an organization beyond the conference. The only reason to promote the membership is to support the organization so is there a way to add value? WSEHA used to participate in the pool conference and other activities. It would be nice to see additional educational items – leadership is a popular topic. Maybe a leadership speaker that members can attend or a panel; something that would pertain to membership interests

Jeremy: In Colorado their organization did Hazwoper, food trainings, etc. Organized through organization but not necessary a revenue stream. Conference discussion: Team Awesome; how to foster leadership and be a good leader.

Vikki: regional VP meetings didn't used to be well attended. Can RVPs meet and brainstorm ideas that they can put on together? It may encourage attendance.

Dayna: willing to put some ideas together and bring them to the next Board meeting. Vikki and Katie support.

Membership discount of \$75 rather than \$50 for AEC? Concern about agencies paying – will it be a deterrent or just a 1 time membership rather than long term members

Membership growth goals? Nope. Is there a way to include membership in the AEC registration? Funding concerns from certain jurisdictions who won't pay for memberships. How many are one time memberships based on the conference? DOH may be more willing to pay for membership outside of conference registrations if more opportunities are available.

Could we track how many people who have been members and discount based on years of membership? Don't want to make the registration process too onerous to process.

Highlight longtime members in newsletter, AEC, etc. Add to name badges

Adjourn*J. Simmons***Action**

Jesse: adjourn @ 12:54

Sammy: second

Nay: 0; motion passes

See you in June! New calendar invites will be going out.