

**CONNECTICUT ENVIRONMENTAL HEALTH ASSOCIATION  
EXECUTIVE BOARD MEETING  
Wednesday March 16, 2011**

A meeting of the Executive Board of the Connecticut Environmental Health Association was held on Wednesday March 16, 2011 at the Wallingford Town Hall Wallingford, CT. The following voting members were in attendance: Jennifer Eielson, Elizabeth Kavanagh, Scott Cook, David Rogers, Sharon Antunes, John Deckert, Jeffrey Catlett, Vicky Carrier, Eloise Hazelwood, Maryam Hosseini, David Boone, Phyllis Amodio (12:20 PM), Alessandra Litro (12:50 PM), Marco Palmeri, Jessica Fletcher, Don Mitchell (12:20 PM), Jeff Polhemus and Steve Knauf. Guests: Suzanne Blancaflor and Mira Lami.

**Call to Order**

The meeting was called to order at 12:15 P.M. by President Jennifer Eielson.

**Additions to the Agenda** – There were no additions or corrections to the agenda.

**Motion** by Scott Cook to accept the agenda. **Second** by John Deckert. **Motion carried.**

**President's Report**

President Eielson reported that Sharon Sharp had resigned as President Elect (note attached). Elizabeth Kavanagh will now fill that position and there is a vacancy in the position of Vice President. A special election will be conducted to fill that vacancy.

E-Mail Motions – There were 3 e-mail motions made between the January meeting and the March meeting.

2/3/11 – **Motion** by David Boone to support the ban on outdoor wood furnaces (RB 830) with a preference for a total ban rather than a partial one. **Second** by Maryam Hosseini. The motion was **carried** with a total of 10 yea votes, 6 nay votes and 1 not voting.

2/16/11- **Motion** by Scott Cook to sign a letter of support for the DPH Healthy Homes Initiative grant. **Second** by Marco Palmeri. The motion was **carried** with 13 yea votes, 2 abstentions and 2 not voting.

2/24/11 – **Motion** by David Boone to provide testimony in favor of SB 957 concerning Neighborhood Protection. **Second** by Marco Palmeri. The motion was **carried** with 12 yea votes, 1 abstention and 4 not voting.

There was a discussion on the policy on e-mail motions and votes as there were some irregularities during previous votes. After reviewing the approved policy it was determined that if a legislative matter needs action before the Executive Board can act, the President may act on behalf of the Association. If an e-mail vote is conducted, the policy and procedure in the policy manual must be followed.

President Eielson reported that she has begun making her arrangements to attend the NEHA AEC in Columbus, OH in June.

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Yankee Conference Planning Committee

**Motion** by Scott Cook to form a Planning Committee for the 2012 Yankee Conference which CEHA will be hosting. **Second** by Maryam Hosseini. **Motion carried.**

**Motion** by Scott Cook to appoint Scott Cook as Chair of the committee. **Second** by Elizabeth Kavanagh. **Motion carried.**

**Treasurer's Report** – Reports for the January 2011 and February 2011 were distributed.

**Motion** by Scott Cook to accept the January 2011 report as presented.

**Second** by Eloise Hazelwood. **Motion carried.**

**Motion** by Scott Cook to accept the February 2011 report as presented.

**Second** by Elizabeth Kavanagh. **Motion carried.**

**Secretary's Report - Approval of minutes.**

Minutes of the January 2011 regular meeting were sent out to the members.

**Motion** by Scott Cook to approve the minutes as submitted.

**Second** by Jeff Catlett. **Motion carried.**

## **STANDING COMMITTEE REPORTS**

**Legislative** – Dave Boone circulated a summary of the status of bills of interest to CEHA.

Some specifically mentioned:

HB 6156 – A bill that would make permits issued for farmers' markets good across jurisdictions. DPH has submitted testimony in opposition to this.

HB 5618 – A bill to enhance communication between DPH and LHDs especially the coordination of grant applications. While there is no CEHA representation specifically mentioned in the bill, testimony in favor of the bill was given.

SB 830 – A bill regulating outdoor wood furnaces. CEHA submitted testimony in favor. See President's Report.

HB 5473 – A bill that would require the inspection of SSDS prior to a home sale. There are no specifics on what would be required, who would do etc.

**Education** – Alessandra listed several topics that are under consideration including animal hoarding, social services available to hoarders, pool CPO training and soils training (October) (see SSDS committee report). Judy Dicine is also willing to one or more half day sessions on topics to be determined. Alessandra should have information on dates, locations and costs next month.

Don Mitchell mentioned that there is an upcoming webinar on healthy homes including moisture, radon and bedbugs. Information is available on Train.

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**Membership** – Maryam Hosseini reported that 73 reminder notices were sent out in February. As of this date 61 are still outstanding. There have been 14 new members so far in 2011. 3 new member applications were circulated for approval.

**Nominations & Elections** – A special election will be needed to fill the vacancy in the VP spot. Nomination forms will need to be in by April 1<sup>st</sup> and ballots in by May 2<sup>nd</sup>.

**Publicity/Newsletter** – David Knauf was not in attendance. Eloise Hazelwood stated that she will be hosting a table at SCSU's Career Day and she can include CEHA information on it.

**Scholarship & Awards** – Letters thanking those who made a donation to the scholarship fund will be going out soon. Applications for the scholarships are due by July 1.

## **TECHNICAL ADVISORY COMMITTEE REPORTS**

**Housing/Lead & Summer Meeting** – Marco will be manning a table on World Asthma Day at the Legislative Office Building. He will take some CEHA promotional materials with him. Healthy Homes workgroups have been meeting. He is on a committee that is looking at using the International Property Maintenance Code. Marco also passed around a flyer from Lake Compounce as a possible site for the Summer Meeting.

**Food** – Jessica Fletcher has recruited 2 new members for the Food Committee, which now has 6 or 7 members. They have translated the cook, cool and reheat pamphlets into Chinese. She will have these posted on the website. The committee is planning to work on a manual dishwashing poster next.

**SSDS** – Jeff Polhemus reported that the soils training has been scheduled for October 20-21 at Session Woods in Burlington. They are looking at an attendance total of 60-80. The fee for Peter Fletcher is \$4718, which includes 2 days of training and instructional materials, but not the printing costs. Jeff asked if CEHA should sign a contract with Peter to secure the date. A deposit of \$500 would be needed to hold the date. He stated that the total budget would be about \$10,000.

*Maryam Hosseini leaves at 2:25 P.M.*

There was a question about whether the Board had formally committed to putting the soils training on. A review of past minutes indicated that a formal commitment had not been made.

**Motion** by Don Mitchell to commit to sponsoring the soils training with assistance from DPH, to sign a contract with Peter Fletcher and pay a \$500 deposit. Total budget to be up to \$10,500. **Second** by Scott Cook. There was a question about whether any of the costs would be refundable if the registration number were too low. Don indicated that CEHA could cancel at anytime but it would be responsible for the speakers time and expenses, probably about \$2000. Don and Jeff agreed to get some preliminary registration numbers by next month. **The motion was withdrawn by the maker.**

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**Motion** by Don Mitchell to forward a \$500 deposit to Peter Fletcher to reserve the dates in question. The deposit is to be refundable by a mutually agreeable date if the registration numbers do not meet a minimum needed to recover costs. **Second** by Marco Palmeri. **Motion carried with 1 nay vote.**

**Motion** by David Boone to have CEHA formally commit to conducting the soils training in October with a budget of up to \$10,500. **Second** by Scott Cook. David Rogers asked how this motion differed from the motion which was withdrawn. By agreeing to conduct the training, CEHA is responsible for the costs even if the registration numbers are low. There was a lengthy discussion. **Motion was carried by a vote of 8 in favor to 5 against.**

**Water** –Steve Knauf reported that the committee is in the process of defining goals and objectives. They would like to define the role of local health departments in the review of public water applications. He noted that the private water well regulations are in need of revision and updating. He also questioned if the committee was only charged with drinking water issues or if recreational waters should be included too.

**Policies & Procedures/Bylaws** – Scott Cook is still looking for language about the Technical Advisory Committees for the Policy Manual. He also stated that some language in the manual needs to be cleaned up in light of the recent bylaws changes. The policy on e-mail voting also need to be amended. He asked if CEHA should be thinking about hiring an Executive Director to lessen the work load on the members of the Board. There was discussion but no action was taken.

**OLD BUSINESS** – None

**NEW BUSINESS** – David Boone informed the members that the CADH website has a legislative tracker on it that makes it much easier to keep track of bills. He asked if this was something CEHA could do as well since the two groups often track different bills. Concern was expressed that this could be costly as the status of bills changes frequently and each change is billed separately.

### **Adjournment**

**Motion** to adjourn the meeting by Phyllis Amodio at 3:07 PM.

**Second** by Scott Cook. **Motion carried.**

Respectfully submitted,  
David Rogers  
Secretary  
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