

CONNECTICUT ENVIRONMENTAL HEALTH ASSOCIATION  
EXECUTIVE BOARD MEETING  
Wednesday December 13, 2006

A meeting of the Executive Board of the Connecticut Environmental Health Association was held on Wednesday December 13, 2006 at the Connecticut Hospital Association Wallingford, CT. The following voting members were in attendance: Cam Walden, Sands Cleary, David Rogers, George Calkins, Gil Roberts, Patrice Sulik, Scott Cook, Joe Hock, Maureen Whelan, Robin Sleeman and David Knauf. Non-voting members present: Don Mitchell, Laura Pagliaro, Vicky Carrier and Mike Pascucilla. Guests: Lori Mathieu and Laurie Gianotti, CTDPH.

#### Call to Order

The meeting was called to order at 12:28 P.M. by President Cam Walden.

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

Motion by Sands Cleary to approve the minutes of the October 11, 2006 regular meeting.  
Second by Maureen Whelan. Motion carried.

Motion by Sands Cleary to approve the minutes of the November 3, 2006 Annual Meeting.  
Second by Robin Sleeman. Motion carried.

#### Treasurer's Report

George Calkins distributed corrected versions of the Annual Meeting report (11/3) and a report for December 13<sup>th</sup>. President Walden inquired about the gift that had been approved for Connie Dinerman and Jean Chabotte last year. George responded that the Bee & Thistle was not open in the winter and had changed owners shortly after the approval was made. He had heard that the quality was not as good as previously and the gift certificate has not been purchased. The Copper Beach Inn was suggested as an alternative. Since the Board has already approved the gift, no vote is needed. David Knauf noted that Connie had recently gotten married and this should be acknowledged by CEHA.

Motion by Sands Cleary to approve the amended November 3<sup>rd</sup> Treasurer's Report  
Second by Robin Sleeman. Motion carried

Motion by Sands Cleary to approve the December 13<sup>th</sup> Treasurer's Report  
Second by Gil Roberts. Motion carried

#### President's Report

President Walden submitted his list of Standing and Special Committee chairpersons for ratification. The lists are as follows:

##### Standing Committees

Scholarship & Awards – Maureen Whelan; Mike Pascucilla co-chair  
Legislation – Scott Cook  
Nominations & Elections – Joe Hock  
Membership – Robin Sleeman  
Publicity/Newsletter – David Knauf  
Education – Francesca Provenzano

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#### Special Committees

Water – Vicky Carrier

SSDS – Don Mitchell, Carol Speer

Housing/Lead – Brian Testut

Food – Laura Pagliaro, Kevin Elak

Bylaws, Policies & Procedures – Sands Cleary (per Bylaws)

Motion by George Calkins to approve the Committee chairs  
Second by Gil Roberts. Motion carried.

President Walden has also nominated Karen Reid to finish the unexpired Elected Director position vacated by Robin Sleeman.

Motion by Robin Sleeman to approve Karen Reid as Director.  
Second by Scott Cook. Motion carried.

President Walden asked committee chairs to submit written reports for each meeting, and to limit their oral reports at the Board meetings to items of special interest to keep the meetings as short as possible.

He asked the Yankee Conference Planning Committee (Rob Guerrera, Luci Ponganis and Patrice Sulik) to begin looking at sites for the 2008 Yankee Conference, which CEHA will host.

President Walden expressed his desire to conduct the monthly meetings in accordance with Roberts Rules of Order as much as possible. He would like to have a parliamentarian come to one of the monthly meetings to speak to the Board, but he has not been able to find one in Connecticut and bringing one in from out of state would be expensive. He will continue to research the idea and update the Board.

He also received an e-mail from Brian Testut stating that NEHA's Credentialing Handbook is available on line at the NEHA website.

#### Guest Speakers

Lori Mathieu and Laurie Gianotti of the Drinking Water Division of DPH addressed the Board about PA 06-53, which requires applicants with projects in watershed areas or public water supply aquifers to notify DPH as well as the affected water company. Maps showing these areas have been provided to the towns to enable them to identify the areas of concern.

#### Bylaws, Policies & Procedures

President Walden reported that PP Cleary has been called back to his office for an emergency and that he would accept his report on the Bylaws, Policies & Procedures Committee at this time. PP Cleary reported that the committee had selected 4 items to concentrate on this year, those being budgeting, scholarship & awards, policies and orientation (including job descriptions and a calendar). The restructuring of the Board to include additional voting members will be looked at but is thought to be too big a job to take on at this time.

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PP Cleary also discussed CEHA involvement in an Environmental Epidemiology course in conjunction with DPH and CADH. CEHA would be the fiduciary for the course responsible to signing a contract with the host site and making a \$100 deposit. CEHA would also share in covering any revenue shortages or surpluses with the other sponsors. To the best of his knowledge, speakers would not be paid. The course is tentatively scheduled for March 29, 2007 and they would like to use Anthony's in New Haven, given CEHA's success in using this facility for its Annual Meeting.

Motion by Sands Cleary to allow CEHA to enter into a contract with Anthony's for the date listed and provide a deposit of \$100 to hold the date.

Second by Robin Sleeman.

George Calkins expressed his concern about committing CEHA finances to this course if we are not given some control over what the costs and expenses might be. He noted that costs need to be controlled to keep CEHA from potentially losing a lot of money. Following a discussion a vote was taken and the motion carried.

Sands was also asked to check on Anthony's for next year's CEHA Annual Meeting.

Motion by David Knauf to authorize Sands to book the facility for the first Friday in November 2007 and make a deposit to secure the date.

Second by Maureen Whelan. Motion carried.

Sands Cleary leaves at 2:15 P.M.

#### STANDING COMMITTEE REPORTS

Legislation - Scott Cook will be following the revisions to the Lead regulations that did not pass last year. He will coordinate with CADH in making comments about the additional expenses that local health departments will have if the changes are approved.

He also noted that there is a proposal to allow DPH to suspend or revoke RS licenses for certain offenses, an ability it does not currently have. He will get more information to clarify some ambiguities in the current and proposed statutes.

An effort to consolidate food oversight responsibility into a single agency was referred to the Food Committee.

Membership – Robin Sleeman reported that 74 of 289 members have returned their applications so far. Renewal applications are now available on the website. Reminder letters will go out in mid January for those who have not renewed their memberships by then. She has also received some renewal for people who are not in our database. She will check further to see if they are actually members or not. Robin will try to modify the committee interests to provide more meaningful information. She is also planning to track active participation on committees. She will need information from the chairpersons.

Robin asked about sending pins to new members, but none of the current Board members could remember who had them made last. Robin will see if she can find out who had pins made last or get a cost on having a new die made. She has converted the member database to Access from the old program. Once all of the renewals are done, she would like to print and distribute a membership directory that would be updated regularly. Robin is scheduled to speak about CEHA at SCSU on March 28<sup>th</sup>.

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The subject of Honorary Memberships was brought up again, specifically as it relates to Anthony Bono. This was deferred from earlier meetings to get more information about him. Robin received comments from his Director of Health and some of his co-workers. None of the comments were negative.

Motion by Robin Sleeman to award an Honorary Membership to Mr. Bono.

Second by George Calkins.

Discussion – the criteria for Honorary Memberships in the Bylaws seem to indicate that the award is for exceptional or distinguished service to CEHA and is not always limited to CEHA members. Most members thought that it was not intended to be awarded to all retired members, but should be limited so the award is meaningful. David Rogers suggested that a new category, "Retired" should be considered for the Bylaws. He agreed to put something together for Board consideration.

Motion by Scott Cook to table Honorary Membership for Mr. Bono pending further Board review/action.

Second by David Knauf. Motion to table failed 3 yeas, 6 nays.

Vote on the original motion – 7 yeas, 2 abstained. Motion was not unanimous as required by the Bylaws. Robin will send something to Mr. Bono about this.

Nominations/Elections – Joe Hock stated that CEHA needs to begin thinking about candidates for the next election. He also reminded the board that someone needs to replace George Calkins on the Yankee Conference Board. He will write something up that can be put in the next issue of the Newsletter.

Publicity/Newsletter – Robin needs submissions for the next issue. The Board established January 10<sup>th</sup> as the deadline.

David Knauf and President Walden met with the Webmaster and they would like to make some significant changes to the website as it has not been upgraded in several years. The changes would accommodate the newsletter, scholarship applications and other forms and will cost about \$2000. The Board directed David and Cam to develop a price list of the improvements for consideration.

Joe Hock leaves at 3:35 P.M.

Scholarship/Awards – Maureen Whelan will write an article about the availability of scholarships for the Newsletter. Her committee will also review the criteria for the scholarships and make recommendations to the Board. There was a discussion about how scholarships and awards can be better publicized. David Knauf asked what the scholarship amount are (\$900 & \$1000) and when they were last changed. George Calkins said the amount has been unchanged for many years. He also reported that it had been the intent of the Board to fund the scholarships out of interest earned on the CD accounts, but that the rate have been so low that they are not generating enough money even when nothing is withdrawn for a year or two. He noted that if the scholarship amounts are increased the money will need to come from operating funds. The committee will review the amounts of the scholarships and report back to the Board.

Robin Sleeman and Don Mitchell leave at 3:55 P.M.

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Education – There was no formal report as the position was only filled at the beginning of this meeting. However, Francesca had submitted some ideas to President Walden earlier. These include setting up a series of seminars on a variety of topics of interest to members. Details are still being worked on.

#### SPECIAL COMMITTEE REPORTS

Food - Laura Pagliaro asked the Board for some direction on what they should be working on. She suggested finding another method of accruing CEUs for food certification other than the DPH training sessions. Other topics being discussed include LHD role in the FOG General Permit, creating a self assessment tool for LHDs and following the activities of the Food Safety Advisory Group. Training classes being considered include reduced oxygen packaging possible at Mohegan Sun and a one day seminar at Norwalk Community College by Rick Petersen in the spring. Topic not yet determined. The committee meets next on December 19<sup>th</sup>.

Housing/Pb – A written report was provided. The revised Epi form is still under review. It may be released in Spring 2007. The Childhood Lead Unit will be performing case management services in each health department through June 2007.

Subsurface Sewage – No report, Don Mitchell had left the meeting earlier.

Water – Vicky Carrier provided a list of the committee members and dates of their meetings. They are working on how to work with local agencies and local health departments in creating new Public Water Systems. They are also co-sponsoring DPH training events in January and February 2007.

Maureen Whelan leaves at 4:05 P.M. Quorum lost

Yankee Conference – See Nominations and Elections

OTHER BUSINESS – Patrice Sulik has pamphlets and CDs on Lyme Disease produced by the Westport-Weston Health District for anyone who wants them. They are in English and Spanish.

Adjournment

There being no other business, the meeting was adjourned at 4:08 P.M.

Respectfully submitted,  
David Rogers  
Secretary  
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