

**CONNECTICUT ENVIRONMENTAL HEALTH ASSOCIATION
EXECUTIVE BOARD MEETING
Wednesday May 21, 2009**

A meeting of the Executive Board of the Connecticut Environmental Health Association was held on Thursday May 21, 2009 at the Southington Town Hall Southington, CT. The following voting members were in attendance: Vicky Carrier, Scott Cook, Jennifer Eielson, Rob Guerrera (12:45 PM), David Rogers, Sharon Antunes, Phyllis Amodio, Michael Kirby, John Deckert, Eloise Hazelwood, Robin Sleeman, David Boone, David Knauf and Alessandra Litro. Non-voting members present: Marco Palmeri and Don Mitchell. Guest: Ed Briggs, NEHA Region 9 VP.

Call to Order

The meeting was called to order at 12:28 P.M. by President Vicky Carrier.

Approval of Agenda – The date of the Treasurer’s Report was corrected from 4/8/09 to 5/21/09. Discussion of a suspension letter was added to the Membership Report. The NEHA Silent Auction was added to New Business.

President’s Report – President Carrier reported that the flyer she created about becoming a RS/REHS in CT was distributed at the recent Career Forum. There were about 250 people in attendance at that event. A table sponsored by the Workforce Development Partnership was also there and was staffed by Phyllis Amodio. Phyllis asked about creating a video or PowerPoint presentation about being a RS as a profession as other professions have done. No action was taken on this. President Carrier noted that the NEHA AEC was coming up soon. Registration incentives are being offered by NEHA to boost attendance so CEHA may be in line for a rebate. President Carrier asked members to let her know of any topics they would like to have discussed at the Affiliate Presidents’ Council. Eloise Hazelwood would like to receive some type of financial report from NEHA as this has not been distributed lately.

Treasurer’s Report – Sharon Antunes distributed a report for the period ending 4/30/09. She reported that the Yankee Conference per capita dues of \$1 per member are now due. CEHA’s dues are \$300.

Motion by Robin Sleeman to authorize the payment of Yankee Conference dues in the amount of \$300. **Second** by Jennifer Eielson. **Motion carried.**

Sharon reported that the review of CEHA’s financial records by the accountant is almost done. She should have his report by the June meeting.

Motion by Scott Cook to accept the Treasurer’s Report as submitted. **Second** by Jennifer Eielson. **Motion carried.**

Secretary’s Report - Approval of minutes.

Motion by Scott Cook to approve the minutes of the April regular meeting.
Second by Mike Kirby. **Motion carried**

STANDING COMMITTEE REPORTS

Membership – Robin Sleeman has not been able to work on the member social so this will not take place for a while. She circulated a draft letter of suspension due to go out to those who have not yet renewed their memberships. There are 57 on the list, which is about average for this time period.

Legislative - Dave Boone reported on the state budget process as it affects the per capita payments to local health departments. He particularly noted Executive Order 26 that creates a commission to study regionalization of health services. Ed Briggs explained the process CADH is using to choose its representatives to the commission. Copies of the testimony given by various parties on SB-247 concerning the Governor's Budget for Public Health were distributed. Dave Boone would like to have the Executive Board authorize sending a letter to sanitarians and chief elected officials of towns that would be impacted by the budget proposal making them aware of Executive Order 26.

Motion by Dave Boone to authorize the sending of such a letter.

Second by Robin Sleeman.

Dave estimated that about 108 letters would be sent. A draft of this letter was distributed. David Knauf suggested adding a preface to the letter explaining that CEHA is concerned about the ramifications of the Order. It was also suggested that a list of the towns represented by those voting members of the Board be added to the end of the letter. There was a lengthy discussion about who should sign the letter. It was thought that President Carrier should not sign the letter as she is a State employee. There was also concern about having a Director of Health sign a letter that was being addressed to sanitarians. It was finally decided that the CEHA Secretary would sign on behalf of the Executive Board. Rob Guerrero expressed concern that a CEO might use the potential loss of funding as a reason to leave positions unfilled once they were made aware of it.

Following the discussion the **motion to authorize the sending of the letter signed by the Secretary with the suggested additions was carried.**

Dave Boone updated the Board on the status of a number of bills he has been following.

Nominations/Elections – President Carrier reported that Joe Hock has not received any nominations for the upcoming election. Nominations are needed for Vice President, Treasurer, and Director. Eloise has received one nomination for an award and one scholarship application. Members were asked to consider other nominations for the CEHA awards by the next meeting.

Publicity/Newsletter – David Knauf has received some suggestions for a new CEHA motto. He will bring them to the next meeting. He also stated that the next newsletter would be going out in June and would contain information about the Summer Meeting.

Education - Alessandra reported that the EH Training program at SCSU is over and the evaluations are being tabulated. The Disaster Field Manual Training session received generally positive reviews. The Pool training on June 2nd has 63 signed up so far. There are 12 spots left in the Soils training session in June. Certified Pool Operator Training is scheduled for July and will be taught by Ed Briggs. Judy Dicine has offered to conduct a series of training sessions for local health officials on a variety of subjects. The sessions would probably be ½ day long and be held once per quarter. Alessandra asked about doing a private and public water well session. Members thought his would be a good topic for the Annual Meeting. Other sessions being considered include ticks and insects, ½ day at the Ag Station. Alessandra also received permission from the Board to conduct an on-line survey for members to suggest other topics for training.

SPECIAL COMMITTEE REPORTS - None

Old Business

Total Coliform Guidance Document – No report

Water Sampling Guidelines – A draft document has been produced but members have not had time to review it yet.

Insurance Policy Update – The committee met once but no report is available.

NEHA RS Exam – No further updates (see New Business)

New Business

Summer Meeting – Marco is ready to go once a date has been picked. He suggested July 16th with an alternate date of August 6th. David Knauf noted that the July date would be too early for an announcement to be put in the Newsletter and be effective.

Motion by Eloise Hazelwood to schedule the Summer Meeting for August 6, 2009 at Hammonasset State Park. **Second** by Dave Boone. **Motion carried.**

A discussion of the charge, if any, for the Summer Meeting followed. Some members think the Summer Meeting should be free of charge to members as a “perk” of membership, while others believe a small charge (\$10) would decrease the number of no shows and help defray the cost of the meeting, which exceeded \$2000 in 2008. Rob Guerrero noted that some of the money spent last year was for durable goods that will not have to be bought again and for rental of a portable hand washing sink requested by DPH Food Protection. All agreed that such a sink would not be rented again this year. Rob is confident that the meeting can be held for \$1200-1500 this year.

Motion by Dave Boone to charge \$10 for members and \$15 for non-members with children <12 years old free. **Second** by John Deckert. Following further discussion the **motion was defeated 6 yeas to 7 nays.**

Motion by Rob Guerrero to make the Summer Meeting free to members, \$10 for non-members and children < 12 years old free. **Motion carried 7 yeas to 6 nays.**

Sharon Antunes leaves at 2:30 P.M.

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Return address on Newsletter – Sharon Antunes had previously asked if the address of the Treasurer should remain on the Newsletter since she has nothing to do with it. David Knauf noted that for many years the Treasurer address was used because George Calkins handled all of the mailings. Now that most of the Newsletters are delivered electronically, no return address is needed. For other CEHA correspondence it was decided that the return address should be that of the mailer or the Treasurer.

Annual Meeting – President Carrier reported that Anthony's is available for the first week of November but the cost has gone up to \$31 per person. A \$500 deposit is needed to hold the facility. Jennifer Eielson noted that CAHCEO uses Anthony's for its meetings and is paying \$23 per person for a similar menu. She suggested members check out other venues to see if a better price can be had. She will see if Anthony's will match the CAHCEO price.

Eloise Hazelwood leaves at 2:40 P.M.

Budget Policy – No report

Website Management – David Knauf reported that it is possible for CEHA to manage its own website if someone is willing to take this on, but he does not have the time for it.

Printer – The printer purchased to do the Newsletter is not being used right now and it was asked what should be done with it. The consensus was to keep it if it still works because it is likely not worth much if it were sold. David Rogers agreed to keep it in the NVHD offices for now. A full inventory of CEHA owned equipment needs to be done so items can be tracked.

NEHA Certificate of Merit – **Motion** by David Rogers to award the NEHA Certificate of Merit to Vicky Carrier. **Second** by Phyllis Amodio. **Motion carried.**

Passing Rate for RS Exam – President Carrier has received an e-mail from a member about the difficulty in passing the state RS exam. She has investigated this and found that the recent passing rate is only 10-13%, which does not compare favorably with the rates for other professional exams. Ed Briggs noted that in other professions the exams cover skills taught and used daily, while the RS exam covers topics many sanitarians are unfamiliar with such as milk, noise and air pollution. There was a further discussion of the PES exam used in Connecticut vs. the NEHA exam used nationally. Study materials available from NEHA to help candidates are tailored for that exam and do not relate well to the PES exam.

Rob Guerrera leaves at 2:55 P.M.

David Knauf suggested compiling a list of study resources and posting it on the website for reference.

Perriello Award – President Carrier encouraged members to submit names for the Perriello Award to be given out at the Yankee Conference in September.

David Knauf leaves at 3:05 P.M.

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NEHA Silent Auction – CEHA traditionally donates an item to NEHA for its Silent Auction at the AEC. The item normally represents Connecticut or a Connecticut product. Discussion about what would be an appropriate item for donation considering the need to transport it to Atlanta. UConn sports items were suggested especially basketball related items.

Motion by Scott Cook to authorize the purchase of an item up to \$150 in value for the Silent Auction. **Second** by Robin Sleeman. **Motion carried.** President Carrier will look for something.

Adjournment

Motion to adjourn at 3:12 PM by Scott Cook
Second by Jennifer Eielson. **Motion carried.**

Respectfully submitted,
David Rogers
Secretary
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