

CONNECTICUT ENVIRONMENTAL HEALTH ASSOCIATION
EXECUTIVE BOARD MEETING
Thursday August 16, 2007

A meeting of the Executive Board of the Connecticut Environmental Health Association was held on Thursday August 16, 2007 at the Prospect Fire Headquarters Prospect, CT. The following voting members were in attendance: Robert Guerrero, Sands Cleary, David Rogers, George Calkins, Gil Roberts, Robin Sleeman, Scott Cook, Francesca Provenzano, Joe Hock and David Knauf. Non-voting members present: Vicky Carrier.

Call to Order

The meeting was called to order at 12:33 P.M. by President-Elect Robert Guerrero.

Secretary's Report - Approval of minutes.

Motion by Robin Sleeman to approve the minutes of the June 14, 2007 regular meeting.
Second by David Knauf. Motion carried.

Treasurer's Report

Motion by Sands Cleary to approve the August 16, 2007 Treasurer's Report.
Second by Joe Hock. Motion carried.

George Calkins reported that a new format for the monthly report had been created by Carol Lord and was almost ready to use. It will include both monthly and year to date totals for the various categories. A template of the format was circulated to the Board.

George has received a solicitation to purchase an ad in the upcoming Yankee Conference program booklet at a cost of \$100.

Motion by George Calkins to purchase a Yankee Conference program booklet ad for \$100.
Second by David Knauf. Motion carried.

He also has received a bill for renewal of the general liability insurance for CEHA in the amount of \$1264.64.

Motion by Joe Hock to pay the premium for the liability insurance.
Second by David Rogers. Motion carried.

President's Report

President-Elect Guerrero discussed the preliminary contract for the 2008 Yankee Conference to be hosted by CEHA at the Mystic Hilton. There was some discussion about the cost of the rooms and the food & beverage guarantee.

Motion by Robin Sleeman to approve the contract and authorize payment of a deposit.
Second by Sands Cleary. Motion carried.

Rob will contact the hotel to try to get a government rate on the rooms and a reduction in the food & beverage guarantee. The committee would like to meet at the site at the end of August to go over the arrangements. There is a need for people to commit to help out in putting the conference together.

STANDING COMMITTEE REPORTS

Scholarship/Awards – Maureen Whelan was not in attendance. President-Elect Guerrero reported that 4 applications have been received and a selection should be made by September. Nominations for the Brunelle Award need to be in by October 1st.

Motion by Sands Cleary to present the 2007 Perriello Award to Carol Lord (Speer).

Second by Scott Cook. Motion carried.

Carol's name will be forwarded to the Yankee Conference organizers for inclusion in the program booklet.

Education – Francesca spoke about a session on Environmental Health Recovery Training.

The session is 2½ days long and would most likely be conducted by CDC. She stressed the need for it to be environmentally (all hazard) related since most of the training so far has been ICS and NIMS based. She asked if CEHA ants to partner with CADH and DPH in this. Members thought that CEHA needs to be a player in this type of training. The best time to hold it would be in late 2007 or early 2008 and must not conflict with the CEHA Annual Meeting.

There was good feedback and attendance at the recent Summer Meeting although some checks and personal items are not accounted for.

Speakers for the Annual Meeting are being secured. So far lead, alternative wastewater treatment systems and workforce development are in. There was discussion about other topics and speakers that might be included.

Membership – Robin circulated 4 new member applications: Virginia Imbimbo, Adrianna Mora, Carmen Franceschi and Brian Wnek.

She asked about how applications received late in the year should be handled. Following some discussion Robin made a motion that applications received on or after October 1st would be good for the balance of the year and the following year as well. Second by Joe Hock. Motion carried.

Publicity/Newsletter – David Knauf noted that the website has a new home page. Some Board members reported having trouble seeing the new page and it was suggested that they might need to clear out their cache to access it.

The deadline for the next issue of the newsletter is September 21st. An article about the upcoming Annual Meeting will be included. Robin will acknowledge receipt of articles by e-mail to the submitter.

Nominations/Elections – Joe Hock has received 63 return ballots so far. 7 ballots have votes cast for all 3 Director candidates when only 1 should be voted for. Joe has already contacted many of these and will try to reach all of them to recast their ballots. There was some discussion about the lack of anonymity of the ballots. Improvements will be made before next year along with better instructions.

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SPECIAL COMMITTEE REPORTS

Policies Procedures & Bylaws – The committee met prior to the regular Board meeting. David Rogers distributed copies of the proposed bylaws changes that would establish a Retired member category, change the definitions of the other categories and eliminate the Sustaining Membership category. The intent is to make an Honorary Membership more of an award and open up Active Membership to more people.

Motion by Scott Cook to approve the changes and forward them to the Active Members for a vote at the Annual Meeting. Second by Robin Sleeman. Motion carried. (A copy of the proposal is attached).

Motion by David Knauf to set Retired Member dues at the Student rate (\$20). Second by Joe Hock. Motion carried with 1 opposed.

David Rogers will submit the proposal for inclusion in the newsletter with some background information.

The Policies and Procedures Manual will be sent to the Board before the next meeting for ratification. It will be amended on an ongoing basis as needed.

Water – Vicki Carrier noted the passage of SB 1341 Concerning Certificates of Public Convenience and Necessity in public water supplies, which will become effective on October 1st. The next Water Committee meeting will be September 27, 2007 at which Dr. Gary Robbins will be the guest speaker.

Old Business - None

New Business – None

Adjournment

Motion to adjourn at 2:35 PM by Sands Cleary
Second by Joe Hock. Motion carried.

Respectfully submitted,
David Rogers
Secretary
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