

CONNECTICUT ENVIRONMENTAL HEALTH ASSOCIATION  
EXECUTIVE BOARD MEETING  
Wednesday December 14, 2005

A meeting of the Executive Board of the Connecticut Environmental Health Association was held on Wednesday December 14, 2005 at the Yalesville Volunteer Fire Station, Wallingford, CT. The following voting members were in attendance: Sands Cleary, Cam Walden, David Rogers, George Calkins (1:07 PM), Joe Hock, Don Mitchell, Phyllis Amodio, Maureen Whelan, David Knauf (12:23 PM) and Brad Parandes. Non-voting members present: Vicky Carrier, Eloise Hudd. Guest: Robin Sleeman.

#### Call to Order

The meeting was called to order at 12:15 P.M. by President Sands Cleary. President Cleary noted that there are several positions still open on the Executive Board that need to be filled. These include the Vice President, two Directors (one 3 year term and one 2 year term due to the resignation of Connie Dinerman). These will be filled via a special election that is currently taking place. There is also the need for a Legislative Chair, and members were encouraged to think of a person that can fill this difficult and important position. Sands asked the Board to ratify the following committee chairs: Scholarship/Awards - Maureen Whelan, Membership – Brad Parandes, Education – Phyllis Amodio, Nominations/Elections – Joe Hock, Publicity/Newsletter – David Knauf. All were approved unanimously. Ad Hoc Committee Chairs are Housing/Lead – Brian Testut, Summer Meeting – Marco Palmeri, Water – Vicky Carrier, SSDS Advisory – Don Mitchell & Carol Speer.

#### Secretary's Report

Approval of minutes. 2004 Annual Meeting minutes. Motion to approve the minutes by Maureen Whelan, second by Joe Hock. Motion approved with Don Mitchell abstaining.

Minutes of the October 12, 2005 monthly meeting. Motion to approve the minutes by Don Mitchell, second by Joe Hock. Motion approved.

2005 Annual Meeting minutes. Motion to approve the minutes by Don Mitchell, second by Brad Parandes. It was noted that the last line under Emergency Preparedness needs to be stricken. Motion approved with the stated deletion.

Treasurer's Report – The Treasurer was not yet in attendance, so this item was deferred.

#### Standing Committee Reports

Membership – Brad reported that the renewal applications have been sent out and are beginning to come back in.

Nominations/Elections – Joe Hock reported that the ballots for the special election for VP and 2 Directors went out with the renewal applications. So far, 29 have been returned and all are due by January 1<sup>st</sup>. It was the consensus of the Board that the Director candidate receiving the most votes would get the 3 year, term and the runner up would get the 2 years remaining on the vacated term of Connie. There was a discussion about how balloting should be done in the future. David Rogers expressed his desire to conduct the balloting in a manner that preserves the integrity of the process (i.e. inability to copy ballots) A number of possible

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methods were discussed after which it was decided the Nominations and Elections Committee should work with the Bylaws Committee to review the election procedure.

Legislation – There is no chair for this committee. Members were asked to suggest names of persons to fill this position.

Scholarship – Maureen received a thank you note from John Laudano who was awarded the Yankee Conference scholarship. Applications will be going out to colleges in February and Maureen and Brad will probably make a presentation at the Sanitarians' training class at SCSU.

Publicity – Dave Knauf is having problems communicating with the web master, so he hasn't been able to update the web site. While he is working on this, it was suggested he send materials to Sands or Don who can forward the information to the web master. Dave discussed the use of the website and the policy for posting items on the site, such as resumes, job openings and advertising and whether a fee should be charged or a credit given as part of a membership. No decisions were made and it was thought that this should be part of a formal board policy.

CEHA will need to find someone to edit and publish the newsletter following the resignation of Connie. It is unlikely Jeanne Chabot will be able to continue in this role, but Sands will contact her about this. Someone will need to be found who has the software (Publisher) and has the time or can be hired to do the work. There was a discussion about going to an electronic version to save money, but it was thought that a hard copy is something the members should get as a part of their membership.

Education – Phyllis Amodio state that CEHA has no training sessions scheduled at this time. DPH will be sponsoring a soil seminar in June, but no details are available. There was a discussion of the need for FOG training in light of the new regulation from DEP. The board would prefer DEP conduct the training as it is their regulation, but Don Mitchell agreed to submit an article for the newsletter about FOG. The date for the 2006 CEHA Annual Meeting was tentatively set for November 2.

#### Special Committee Reports

Housing/Pb – Brian Testut provided a short written report but was not in attendance. He reported that he is collecting draft ordinances or procedures from towns about having landlords provide a contact address for the service of orders. Lead regulations changes are still being reviewed by DPH and have not been included in their legislative package for this year.

Summer Meeting – Marco and Sal are exploring a riverboat cruise on the Connecticut River, with a significant educational component. The meeting is tentatively set for July 28, 2006.

Yankee Conference – The next Yankee Conference is scheduled for the 3<sup>rd</sup> week in September and will be hosted by the new Northern New England Affiliate. The 2007 Yankee Conference will be hosted by Massachusetts, while CEHA will host the 2008 conference.

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Food – Karen Reid had provided a written report for the Board but was not in attendance. Among the items addressed were issues with FOG (see Education), CEU credit for FDA on line courses, joint training with the CT Culinary Institute and Food Code changes (nothing new). DPH will be asked for an update on the status of the Food Code Advisory Committee, which does not appear to have had any recent activity. Also mentioned was the status of the Connecticut Food & Dairy Sanitarians (CFDS) who are considering disbanding their organization due to declining membership. After a brief discussion, it was decided that CFDS representative(s) would be invited to attend a CEHA Board meeting to discuss joining CEHA if they wished.

President Cleary led a discussion of the future of the CEHA Food Committee given the lack of direction from the Board and the committee's inability to work effectively with DPH due to apparent friction between the two.

Sands asked the Board for permission to abolish the committee for a 6 month period to reform it and set a direction. Thanks would be expressed to all who had served on the committee for their work and dedication. George Calkins spoke in favor of suspending the activities of the committee rather than abolishing it. This would still allow the committee to be re-formed and for the Board to consider what the committee should be doing on behalf of the Association. Brad stated that at least 20 members had expressed an interest in serving on the Food Committee and these members should be recruited to take on an active role. Cam Walden agreed to speak with Karen Reid about her desire to remain on the committee and developing a plan to reorganize it that can be presented to the Board for consideration. At this point President Cleary withdrew his request to abolish the committee.

Bylaws – No report.

RS/CEUs – Nothing further to report.

Water – Vicky Carrier distributed a written report for the Water Committee along with minutes for the 11/17/05 meeting. The next meeting of the Water Committee will be January 19, 2006. Items being discussed include changes to Section 19-13-B51 of the PHC and a variance process for separating distances for existing properties. Issues surrounding geothermal wells have been expressed in reports from the Food Committee, Water Committee and SSDS Advisory Committee. Because many of the questions have not been answered, CEHA will invite both DEP and DCP to Water Committee meeting to discuss geothermal wells.

Subsurface Sewage – Don distributed minutes for the 8/11/05 and 10/13/05 SSDS Code Advisory Committee meetings. Committee members reinforced their desire to have DPH in attendance at the meetings. Completion of the General Permit for water softener backwash discharge is the most pressing item on the agenda. Other topics under discussion include tire chip aggregate, sewage disposal from age restricted developments, B100a revisions (defining code complying area and accessory structures), stone aggregate cleanliness and issues with proprietary products.

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#### Other Business

Treasurer's Report – Copies of the report having been distributed, Don Mitchell made a motion to approve the report. Second by Phyllis Amodio. Motion carried.

Strategic Planning – President Cleary indicated that one of the major projects during his term would be strategic planning for CEHA, specifically what our mission is or should be and developing a vision for the future. To facilitate this effort, CEHA will be limiting its educational programs this year and look inward. He would like to spend a portion of each monthly meeting discussing some aspect of the strategic planning process. Additional meetings will be scheduled, separate from the monthly meeting if needed.

Adjournment – Motion by Joe Hock to adjourn at 3:18 P.M. Second by Maureen Whelan. Motion carried.

Respectfully submitted,

David Rogers  
Secretary

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