

CONNECTICUT ENVIRONMENTAL HEALTH ASSOCIATION  
EXECUTIVE BOARD MEETING  
Wednesday February 8, 2006

A meeting of the Executive Board of the Connecticut Environmental Health Association was held on Wednesday February 8, 2006 at the East Hartford Town Hall East Hartford, CT. The following voting members were in attendance: Sands Cleary, Cam Walden, David Rogers, George Calkins, Robert Guerrera, Joe Hock, David Knauf, Robin Sleeman, Brad Parandes Phyllis Amodio, Don Mitchell, Maureen Whelan, Gil Roberts (1:05 PM) and Michael Pascucilla (1:08 P.M.). Guest: Scott Cook, Southington Health Dept.

#### Call to Order

The meeting was called to order at 12:30 P.M. by President Sands Cleary.

#### Secretary's Report

Approval of minutes. Motion to approve the minutes of the January 11, 2006 regular meeting by Brad Parandes, second by Robin Sleeman. Motion carried.

#### President's Report/Strategic Planning

President Cleary reported that he had sent out a survey by e-mail to the Board members on strategic planning since he did not receive a motion last month. He received 11 responses, and most indicated they wanted to proceed with strategic planning as a part of the regular monthly meeting. He then conducted a brainstorming session and asked Board members to write down ideas in the categories "vision, mission and values" that he will compile for next month. These ideas will be used to craft a statement for each category. He also asked for suggestions on questions that can be asked of the general membership for another survey. He is particularly interested in finding out what CEHA wants to know from/about its members.

Sands then introduced Scott Cook, who has volunteered to take over as Legislative Chair. He also reported that Karen Reid has resigned as Food Committee chair and that Kevin Elak of the Farmington Valley Health District and Laura Pagliaro of the Milford Health Dept. have volunteered to co-chair the Food Committee. George Calkins commented on the dynamic between CEHA and DPH on food and the need to improve this. Motion by Dave Knauf second by Brad Parandes to approve the new committee chairs. Motion carried.

#### Treasurer's Report

Copies of the Treasurer's report were distributed. George noted that the AEC Account CD will be maturing in March 2006 and will be renewed at the prevailing rate. Motion to approve the Treasurer's Report by Don Mitchell, second by Joe Hock. Motion carried.

### Special Committee Reports

Subsurface Sewage – Don passed out a copy of the meeting reminder for the next SSDS Committee meeting, which will be held on February 9<sup>th</sup>.

Summer Meeting – No report. Marco is waiting for more information on the river cruise.

Housing/Pb – No report

Water – Cam reported that Vicky has a report she will be e-mailing out.

RS/CEUs – No report

Bylaws – Mike Pascucilla was informed that as Immediate Past President he is the Chair of this committee. Idea for developing policies & procedures are to be sent to Mike.

Yankee Conference – Joe Hock has received a letter from Earle Rafuse of Maine who serving as chair for this year's Yankee Conference. In the packet Earle summarizes what has been done so far, including hotel location, exhibitor information and ad book solicitation. The dates are September 13-16, 2006 at the Sheraton Harborside Hotel in Portsmouth , NH.

Food – Scott Cook reported that Tracey Weeks of DPH is looking to do a tabletop drill on terrorism as it relates to food. She is looking for financial support from CEHA and others, but no cost estimates are available. It is also unclear what the benefit to CEHA members will be. No action was taken pending receipt of more information.

### Standing Committee Reports

Membership – Brad reported that 219 membership renewal applications have been returned so far and 77 reminder letters went out. Committee interest(s) listed on the renewal applications have been recorded and lists were distributed to the various committee chair persons. In response to a question, Brad indicated that of those renewing their memberships so far, 243 listed an e-mail address and 42 did not. It is unknown how many of these e-mail addresses are valid. Brad received a thank you note was from Don Mitchell.

Scholarship – Maureen said that scholarship letters will be going out to the schools in the next few weeks.

Publicity – The newsletter has been sent out and everyone thinks it looks great. Robin was congratulated and thanked for her effort. The next issue should be out in early April and should have solicitation for nominations, a report from the Food and Scholarship Committees. Dave Knauf reported that the CEHA website information on the Board has been updated. He is still looking for ways to increase the use of the website by members. Robin passed out a summary of the options for producing the newsletter with costs for using a third party printer and for purchasing and using a laser printer CEHA would buy. There was a discussion on continuing to print hard copies of the newsletter, or if CEHA could save money by e-mailing it or posting it on the web site. It was decided that for now, the traditional hard copy would be produced, but members would be asked how they would prefer to receive the newsletter in the future. After considering the options presented by Robin there was a motion by Don Mitchell to purchase a

duplex laser printer for \$1353 plus the necessary ancillary supplies. Motion seconded by George Calkins. Motion carried with one abstention.

Dave noted that the current issue was in pdf format and could be placed on the website now that it had been mailed out. It was thought that this would be a good way to increase use of the website and should be done.

Robin is still in need of items to include in the next newsletter and she asked how CEHA could encourage submissions. Gil Roberts asked if CEHA had conducted a contest and awarded a prize for the best submission. Following some discussion Gil made a motion to offer \$25 for the best entry for each issue, restricted to non-Board members. Second by George Calkins. Dave Knauf said it would be difficult to judge and select such an entry and would prefer to solicit entries without offering a prize. Following additional discussion, Gil withdrew his motion.

Nominations/Elections – The nomination entry form will be included in the next issue of the newsletter.

Legislation – No report. Scott Cook has just taken over as Chair of this committee.

Education – Phyllis Amodio noted that Karen Reid is still working on a program on conflict resolution. Phyllis asked if CEHA wanted to put on a pool seminar again this year, however, it was decided it would be best to wait a year since this was done last May. Cam Walden said the Water Systems Council was interested in coming back to CT again this year and could put on a session on water sampling and treatment along with issues associated with manganese in well water and blasting near wells.

Since most of the educational programs being planned are scheduled for the fall, there is a need for something in the first half of the year.

#### Other Business

Cam Walden indicated that DPH is working with DPUC about new public water systems, especially small systems serving facilities like restaurants, campgrounds etc. There is a need to work out the process of approval for such systems. Fall workshops at regional sites around the state are planned and Cam asked if CEHA would be willing to partner with DPH & DPUC. No money would be required to do this.

Sands has received an e-mail from Yale University (Kathi Traugh) who is interested in doing a training on conducting internet searches more efficiently. This would be a "hands-on" training using a computer lab and Kathi wants to know if CEHA is interested in participating. Many details are missing, so Sands will pursue this further.

Adjournment – Motion by George Calkins to adjourn at 3:35 P.M. Second by Joe Hock. Motion carried. The next CEHA Executive Board meeting will be on March 8, 2006 at a location TBD.

Respectfully submitted,

David Rogers  
Secretary

