

CONNECTICUT ENVIRONMENTAL HEALTH ASSOCIATION  
EXECUTIVE BOARD MEETING  
Wednesday October 11, 2006

A meeting of the Executive Board of the Connecticut Environmental Health Association was held on Wednesday October 11, 2006 at the Farmington Town Hall Farmington, CT. The following voting members were in attendance: Sands Cleary, Cam Walden, Robert Guerrera, David Rogers, Gil Roberts, Don Mitchell (1:15 PM), Scott Cook, Joe Hock and David Knauf. Guest: Luci Ponganis.

#### Call to Order

The meeting was called to order at 12:21 P.M. by President Sands Cleary.

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

A correction needs to be made to the last sentence in the third paragraph under "Other Business" of the September 20, 2006 minutes. It should be one sentence, but is written as two.

Motion by Joe Hock to approve the minutes of the September 20, 2006 regular meeting with that correction.

Second by David Knauf. Motion carried.

#### President's Report

President Cleary reported that George Calkins was stepping down as one of CEHA's delegates to the Yankee Conference Board, but was planning to remain as Treasurer. Phyllis Amodio is resigning as Education Co-Chair.

He noted that DPH has acknowledged the letter on Wastewater Management Districts and other issues sent jointly to DPH and DEP. DEP has some issues with the letter and has not yet responded, but DPH has indicated a willingness to meet and discuss the issues that were raised. CEHA will wait a while longer for DEP to respond, but if they do not, a meeting will be held with DPH alone.

President Cleary has been working on the membership renewal application and on the scholarship scoring rubric.

There was a discussion about waiving the fee for Board members to attend the Annual Meeting.

Motion by Joe Hock to waive the fee for Board members

Second by David Knauf. David Rogers asked if this would include Special/Ad Hoc Committee chairpersons. David Knauf noted that these chairpersons do a lot of work for CEHA and should be included. Joe Hock then amended his motion to include Special/Ad Hoc Committee chairpersons. Agreed to by the Second. Motion carried.

#### Treasurer's Report

The Treasurer was not in attendance. President Cleary circulated a copy of the checkbook register for members to look at. David Rogers asked if any of the CDs had matured in the past few months. In reviewing past Treasurer reports it was noted that the M.L. Smith account had matured on September 13<sup>th</sup> and was automatically rolled over at the prevailing rate.

## STANDING COMMITTEE REPORTS

Membership – Robin Sleeman has expressed an interest in assuming this position. She will resign as Elected Director in order to take this position. The Board would then appoint someone to fill out the remainder of Robin's term. Members were asked to think about what kind of information we would like to get about our members since the application form is being revised and there are plans to upgrade the database.

Scholarship/Awards – The scoring rubric for the applications was distributed. It was noted that none of the applicants are CEHA members and that all of the applications were missing some of the required information.

Motion by Joe Hock not to award any scholarships this year due to incomplete applications. Second by Scott Cook. David Rogers stated that CEHA needs to better define who should be eligible to receive a scholarship to avoid controversy in the future. Rob Guerrero expressed concern about not awarding a scholarship since there is 1 applicant who appears to be qualified. [Secretary's note: this application did not include some requested information] Following more discussion a vote was taken. 4 in favor, 2 opposed, one abstention. Motion carried. President Cleary will get back to the applicants with the Board's decision.

President Cleary has not received any names for consideration for the Brunelle Award. Some members were discussed as potential nominees and there was a discussion of each.

Motion by David Knauf to present the Brunelle Award to Robin Sleeman, noting her many contributions to the Association during her one year on the Executive Board.

Second by Joe Hock. Motion carried.

Publicity/Newsletter – David Knauf reported that Robin Sleeman has sent out the latest edition of the Newsletter.

Legislation – Scott Cook received an e-mail from Brian Testut about the proposed revisions to the Lead Regulations. The changes would have a financial impact on and require additional work by local health departments. There is a need to quantify what the additional expenses would be. The Board agreed to approach the Environmental Chair for CADH about developing a joint position paper (CEHA & CADH) on the proposed changes.

Nominations/Elections – Joe Hock received 57 ballots. 53 of which were complete (all offices voted for). 3 were missing votes for one or more candidates and one ballot had no votes recorded. All candidates were therefore elected and will assume their positions at the conclusion of the Annual Meeting. The ballots were turned over to the Secretary as specified in the bylaws and will be destroyed in 30 days if there are no questions about the election.

Education – Arrangements for the Annual Meeting were discussed and finalized. Rob Guerrero noted that there was no food listed for the morning break but the menu was extensive for the arrival time. He will call the facility and see if some of the food can be moved from arrival to morning break and if small pizzas can be added. Sands and Cam will develop an agenda for the regular meeting and the business meeting so these can be distributed to attendees.

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## SPECIAL COMMITTEE REPORTS

Food – President Cleary has received some notes from Laura Pagliaro about the Food Committee meeting. He will distribute these when they are complete.

Subsurface Sewage – Don Mitchell distributed copies of the proposed revisions to the Technical Standards that were produced by the DPH Code Advisory Committee. He asked that any comments be forwarded to him as soon as possible. The CEHA SSDS Committee will meet on October 12<sup>th</sup> and these changes are on their agenda.

Summer Meeting – According to Rob Guerrero, there has been no response from those who attended the Summer Meeting without paying. Rob will contact Marco to get the list of names and they will send out letters requesting payment or proof of payment.

Housing/Pb – Covered in the Legislative Report.

Yankee Conference – Joe Hock reported that the Yankee Conference Board is looking for a date for a fall meeting in Plymouth, MA. November 14<sup>th</sup> was mentioned as the most likely date. He asked about finding a replacement for George Calkins. President Cleary will solicit names for a new CEHA representative. Cam Walden will check to see if he can attend the November meeting in George's place so CEHA will have two representatives at the meeting.

Water – No report

Bylaws/Policies & Procedures – David Rogers reported that the committee had met earlier that day with President Cleary, President Elect Cam Walden and Luci Ponganis, incoming Vice President to go over the duties and responsibilities of the various positions and discuss the business portion of the Annual Meeting.

President Cleary would like to change the name of the committee to more accurately reflect its expanded role. He proposed calling the committee the Policies, Procedures & Bylaws Committee, which was approved by the Board.

OTHER BUSINESS – None

Adjournment

Motion to adjourn by Joe Hock at 2:52 PM.  
Second by Cam Walden. Motion carried.

Respectfully submitted,  
David Rogers  
Secretary  
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