

CONNECTICUT ENVIRONMENTAL HEALTH ASSOCIATION  
EXECUTIVE BOARD MEETING  
Wednesday August 9, 2006

A meeting of the Executive Board of the Connecticut Environmental Health Association was held on Wednesday August 9, 2006 at the Connecticut Hospital Association Wallingford, CT. The following voting members were in attendance: Sands Cleary, Robert Guerrera (12:40), Mike Pascucilla, David Rogers, Robin Sleeman, Don Mitchell, Scott Cook (12:50), Joe Hock and David Knauf. The following non-voting members were also present: Brian Testut, Marco Palmeri, Vicky Carrier and Laura Pagliaro. Guest: Steve Natrass, FDA.

#### Call to Order

The meeting was called to order without a quorum at 12:20 P.M. by President Sands Cleary. President Cleary reported that George Calkins was recovering well at home from his recent surgery and his wife thanked CEHA for the fruit basket that was sent to them.

As there was not a quorum at this time, the meeting proceeded with items that did not require a vote.

#### Guest Speaker – Steve Natrass – FDA

Steve briefed the Board on FDA's retail food program standards, which are voluntary. At this time, both Indian casinos and the CT Department of Consumer Protection are on board with these standards. There are 9 standards and most establishments will try to meet between 1 and 3 of them. The standards are similar to the risk factors in the Connecticut Food Code. More information on the standards can be found at [www.cfsan.fda.gov/~dms/ret-toc.html](http://www.cfsan.fda.gov/~dms/ret-toc.html) and [www.cfsan.fda.gov/~dms/ret-jur.html](http://www.cfsan.fda.gov/~dms/ret-jur.html).

Following Steve's presentation, David Knauf asked about the activities of the DPH Food Safety Advisory Committee, its role and charge. He expressed concern over whether the work of the previous food code committees would be a part of the new committee's charge.

#### Summer Meeting

Marco gave thanks to Rob Guerrera for putting together the recent summer meeting. Marco has collected \$920 in registrations and he is not sure if George Calkins has any more. There were a total of 61 attendees (9 kids) but 13 are unpaid. That leaves CEHA short about \$800, somewhat over the \$500 expected. Board members expressed the need to try to collect from those who were unpaid. Marco will contact those on the list.

#### Bylaws/Policies & Procedures

Mike Pascucilla reported that the committee had met before the Board meeting. They are planning to meet with the various committee chairs for input on policy and procedure development. President Cleary expressed his desire to have each committee chair develop a "job description" for their position that includes hard deadlines for activities.

The committee is also planning to conduct an orientation session for incoming officers in an attempt to more clearly define the expectations for each position.

[With the arrival of Rob Guerrera and Scott Cook, a quorum was achieved at 12:50 P.M.]

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

Motion by Robin Sleeman to approve the minutes of the June 14, 2006 regular meeting and the Summer Meeting.  
Second by Scott Cook. Motion carried.

#### Treasurer's Report

A report date July 1, 2006 was distributed to the Board. One outstanding bill was for professional liability insurance in the amount of \$1377.67. President Cleary also has been added as a signatory to the checking account during George's absence.

Motion by Don Mitchell to approve the Treasurer's report.  
Second by Joe Hock. Motion carried.

[Mike Pascucilla leaves at 1:07 P.M.]

#### President's Report/Strategic Planning

President Cleary reported on the many activities he has been involved in over the past month. Because of his commitments, the member survey may not be ready by the Yankee Conference. President Cleary has asked President-Elect Walden to represent CEHA at the Yankee Conference in September as he has family obligations that will prevent him from attending. President Cleary also noted that the next regular meeting date conflicts with the opening of the Yankee Conference, so it will need to be moved. A number of other dates and times were suggested, but with the WellCare seminar scheduled for September 21, a good date will be hard to find. President Cleary will send a few days out by e-mail to see if an acceptable date can be found.

Joe Hock noted that George Calkins may be unable to continue as Yankee Conference representative from Connecticut due to work obligations and health issues. There was a discussion on when Joe and George were last appointed to the YC Board, and no one could remember when that happened. It was agreed that they should both be re-appointed and if George needs to be replaced, that could be done later.

Motion by David Knauf to appoint Joe Hock to a 2 year term as CEHA's representative to the Yankee Conference Board and George Calkins to a one year term.  
Second by Don Mitchell. Motion carried.

[Marco Palmeri leaves at 1:20 P.M.]

#### STANDING COMMITTEE REPORTS

Membership – No report

Scholarship – Maureen Whelan was not in attendance. President Cleary reported that she has received 2 applications and he had forwarded one other one to her.

Legislation – Scott Cook noted that he agrees with the need to develop a policy on testimony presented on behalf of the Association. Since the Legislature is in recess, there is nothing else to report.

## STANDING COMMITTEE REPORTS

Nominations/Elections – The ballots for the upcoming election have been sent out. Each has a unique number on them and need to be returned to Joe Hock by October 1<sup>st</sup>.

Publicity/Newsletter – David Knauf reported that the Bylaws Committee was working on policies for the newsletter and website. A policy on advertising on either still needs to be worked on. President Cleary had recently been asked by a company about buying ad space in the newsletter. A discussion on acceptance of paid advertising followed. The consensus of the Board was that no paid advertising should be accepted on either the website or newsletter.

Robin Sleeman indicated that the next issue of the newsletter would be going out on October 1<sup>st</sup>. The submission deadline is September 15<sup>th</sup>. Included will be the President's report on the NEHA AEC, an article on the Summer Meeting and an article about the joint letter on Wastewater Management Districts. She would like to distribute the newsletter electronically rather than in print, unless the member indicates otherwise. It was decided that a check box will be put on the renewal applications for the member to indicate how they want to receive the newsletter.

Education – Phyllis Amodio was not in attendance. President Cleary said that the speakers for the Annual Meeting have been confirmed and include the DPH and FDA. David Knauf expressed the need for a training session on taking and submitting lab samples. Forms and procedures have changed and with no updates, it becomes very confusing.

## SPECIAL COMMITTEE REPORTS

Food – Laura Pagliaro reported that the last Food Committee meeting had been cancelled. There was further discussion of the role of the Food Safety Advisory Committee. David Knauf offered to ask Tracey Weeks for an update on the role and work of the new committee for the next issue of the Newsletter.

Housing/Pb – Brian Testut distributed a draft of the revised epidemiological investigation form. Al Buzzetti is looking for comments on the draft by August 31<sup>st</sup>.

Water – Vicky Carrier provided copies of the minutes from the Water Committee meeting on July 27<sup>th</sup>. She also reported that the Water Systems Council training in Meriden on September 21<sup>st</sup> was already more than half full. Fall training on creating new public water systems is being planned and there is an outline for training for local health personnel. Revisions to Section 19-13-B51 of the PHC were also distributed. The item of most concern seemed to be the vesting of exceptions for private water wells with the local DOH rather than DPH as is now the case. The language is ambiguous about what the phrase "unable to provide" means and it was the consensus of the Board that the change is not desirable. Language for a policy statement on this will be drafted.

[Robin Sleeman left the meeting at 3:05 P.M., at which time the quorum was lost]

David Knauf asked about the enforcement of arsenic testing in wells with the rule recently passed. The requirements of the local health department seem unclear.

8/9/06  
Page 3

Subsurface Sewage – Don Mitchell reported that CADH's comments have been included on the joint letter on alternative sewage disposal systems. The letter will be reviewed again before it is signed and sent out. He also noted that the SSDS Code Advisory Committee needs to meet soon on revisions to the Technical Standards as they are due to take effect on January 1, 2007.

Yankee Conference – The conference announcement and registration brochure is out.

#### Adjournment

There being no further business, the meeting was adjourned at 3:23 P.M.

President Cleary will propose some dates and locations for the next meeting.

Respectfully submitted,

David Rogers  
Secretary

8/9/06 #3