

Washington State Environmental Health Association Board of Directors Meeting

January 9, 2007

(conducted by conference call due to impending inclement weather)

Present (via conference calls)

WSEHA - Vikki Brus (*Eastern Region VP*), Kathy Kondakjian (*Executive Secretary*), Tom Kunesh (*JCH Speaker Chair*), Ross Lytle (*Secretary*), Dick Pedlar (*Webmaster-Publications Committee*), Bruce Scherling (*Southwest Region VP*), Carol Spaulding (*Treasurer*), Ned Therien (*President-Elect*), Mike Vinatieri (*President*).

WSPHA – Terry Bergener, Beth Glynn, Nancy Goodlow, Jeff Mero (immediate past-president), Rick Porso (President), Chuck Treser, Karen Valenzuela,

Meeting called to order at 9:40 a.m.

2007 Joint Conference on Health – planning session

Review of agenda – The meeting agenda was reviewed by all participants. Dick Pedlar requested that a review of audio/visual equipment needs be added to the agenda.

Theme – Jeff Mero opened the discussion with a request for a JCH theme. Karen suggested “*WSPHA and WSEHA – Partners in Promoting Public Health*”. Rick suggested not including the names of the organizations in the title. Chuck and Kathy concurred, thinking that this title might make other participating organizations feel “not included” or “unwelcome”. There was considerable discussion among the members about how the sponsoring organizations should be listed. Rick suggested that the organizations should be listed separately and below the main title. The final theme of “*Partners Promoting Public Health*” was chosen.

Categories for abstracts – Kathy had previously sent out a category list sheet by e-mail. She noted that these categories should go out with the call for abstracts. Tom we should consider breaking up some of the categories in environmental health – Food, Onsite Sewage, Drinking Water, Solid & Hazardous Waste, etc. Kathy suggested that we should pick out the main EH categories, then have a “EH – other” category. Tom suggested having Food, OSS, DW, SHW, with Vectors listed under “epidemiology”, water safety listed under “injury prevention”, etc. Karen asked if there were any other subjects that would fall under an “EH other” category. Bruce suggested land use. Tom said he thought this would go into “EH - other” initially, but then possibly included into then into DW/OSS. Tom also noted that there will be a

**WSEHA Board of Directors meeting/Joint Conference on Health Planning meeting
January 9, 2007 meeting minutes**

Page 2

2007 Joint Conference on Health – planning session (cont.)

Categories for abstracts (cont.)

separate abstract review panel. Kathy added that this will be important when she's assigning abstract reviewers.

Beth asked Kathy if there were any categories from last year's JCH that people weren't using, were overused, that could be eliminated? Kathy said that one underused category from last year was nutrition. Other little-used categories included injury prevention and occupational health. Beth noted that the American Public Health Association (APHA) site includes a substance abuse section. She recommended changing substance abuse, in the category list, to an alcohol/tobacco category. Kathy noted that these subjects usually end up being included in "health promotion". Rick asked if we have included a category for "chronic disease prevention". Beth also asked about a "population/family planning/reproductive health" category. Ned noted that there could be a "non-infectious disease" category, but that this could cause confusion with "chronic disease". Rick acknowledged the need to separate "chronic disease" from "communicable disease". Jeff suggested changing "chronic disease" to "communicable/non-infectious disease". Nancy asked if we need a category that may improve student participation. Kathy, Dick, and Tom said they will work together to "polish" these abstract categories.

Pre- and Post-Conference Sessions – Kathy noted that there has been some discussion among the WSEHA Board about a possible pre-conference Onsite Sewage workshop.

R.S. Board Exam – Tom said that he had spoken with members of the Washington State Board of Registered Sanitarians (WSBRS). He said that the Board was not sure yet if they wanted to conduct the R.S. exam at the 2007 JCH. He also noted that it might be easier to conduct the exam on Monday, but that this could cause conflicts with the breakout sessions. Kathy said that the R.S. Board would need to work out the scheduling/room reservations issues independently with the Yakima Red Lion.

Plenary Sessions – Jeff noted that, at last year's JCH, WSPHA had 8 plenary sessions, including Mary Selecky (WDOH Secretary). Karen suggested a joint appearance or plenary session featuring officials from our national affiliates APHA and NEHA. Ned noted that WSEHA is still negotiating some issues with NEHA; WSEHA is not as enthusiastic about the idea at this time. Mike did add that NEHA Region 1 Vice-President Dave Riggs could represent WSEHA. Mike suggested that, if he/she is a good speaker, go ahead and line him/her up. Mike also suggested that we arrange whichever speaker we can, and make the schedule from there.

However, we need to get notice to speakers as soon as possible. Tom recommended Washington State University professor Dale Hancock, who has been involved in

2007 Joint Conference on Health – planning session (cont.)

Plenary Sessions (cont.)

E. coli and *Salmonella* research. WSEHA will need to recruit some environmentally-related speakers. Dr. Howard Frumpkin, Director of the National Center for Environmental Health, at the U.S. Centers for Disease Control and Prevention was suggested. Some of his research has involved the health consequences of global warming. Karen noted that he has also done some Built Environment work in Seattle and King County. Beth said that he is a difficult speaker to line up – we need to contact him as soon as possible. Rick also suggested Dr. Julie Gerberding, from the U.S. Centers for Disease Control and Prevention. Karen asked that, if we can get both of these speakers, do we want to get both of them on board?

Nancy suggested lining up Al Gore as a plenary speaker, although it's probably a "long shot". Rick also supported the Al Gore idea, although there could be some political issues if he decides to run for President again. Rick also suggested Paul Farmer, founding director of Partners in Health, or Dr. Kim from the World Health Organization.

Rick also suggested Senator Patty Murray, or Governor Christine Gregoire. Karen noted that it is a proper formality to invite the Governor. Mike suggested that we should invite Gov. Gregoire as early as possible. Terry noted that the Governor only schedules her events about six weeks in advance. Jeff asked if there would be any problem if we pursue the same scheduling arrangement for the senators.

Karen mentioned that, several years ago, WSPHA had David Suzuki (Canadian scientist and lecturer), but he commands a high fee. Karen also noted that he has a strong background in global warming. Bruce suggested that, if there's a choice, it may be better to have an unbiased scientist than a political figure. Mike suggested that we approach Al Gore's representatives, and see "if we're even in the ballpark". Karen said she will pursue this.

Karen suggested other speakers, including Deborah Klein Walker, President of the American Public Health Association, Dr. King Holmes of the University of Washington Center for AIDS and STDs, and Gregg Grunenfelder (WDOH Assistant Secretary for Environmental Health). Ned said that he will talk to Gregg. Rick suggested the possibility of inviting Oprah Winfrey, to speak about New Orleans in the aftermath of Hurricane Katrina. Bruce also recalled a recent National Geographic article regarding chemicals in the environment, and possibly inviting the author of that piece. Bruce volunteered to look into this further.

An informal vote was conducted among the participants: Tom – Dale Hancock, Chuck – Dr. Frumpkin, Karen – Al Gore and Paul Farmer, Rick – Maria Cantwell, Terry – Governor Gregoire.

2007 Joint Conference on Health – planning session (cont.)

Plenary Sessions (cont.)

(At this point, Chuck and Karen exit the conference call).

Invited sessions- Jeff asked Kathy to describe the invited sessions. Kathy responded that these are sessions where a speaker is brought in for a specific, concurrent subject. Kathy added that she needs to have them entered for the conference through the website. Jeff noted that this is an opportunity to bring in exceptional workers/speakers/presenters for educational sessions. Ned noted, however, that the invited speakers have to pay their own way.

Field trips - Kathy said that there are no field trips confirmed yet. Tom noted that field trips have been well-attended and well-received at previous WSEHA AEC's, e.g., trips to a dairy, sewage treatment plant, WIC clinic, etc. Kathy added that local help, i.e., from the local health jurisdiction, makes field trips work much more smoothly. Vikki suggested the DairyGold Dairy for food sanitarians. Mike suggested that we contact the Yakima Chamber of Commerce for field trip suggestions...that there could be things that we're not even aware of yet.

Social activities – Some suggestions so far have been for wine & cheese parties, and morning runs, Rick asked if WSEHA has a traditional activity. Carol noted that the most fun activity in recent years was the Willamette River cruise at the 2006 Vancouver AEC. Beth suggested a movie night, especially a movie of health Significance. *An Inconvenient Truth* might be a nice “tie-in” if we get Al Gore as a speaker. Rick suggested the Yakima Cultural Center. Ross asked about the possibility of a golf tournament...WSEHA has not shown much interest in one in the past few years. Kathy added that we can poll people at this year's JCH. Tom also suggested the Yakima Canyon area for sightseeing tours, wildlife viewing, etc..

Silent Auction update – Ross re-emphasized some of the facilities needs for the WSEHA International Health Committee to conduct it's annual Silent Auction...most notably, a lockable room. Kathy noted that a secured area will be available in the exhibitors' area, though not necessarily a separate room. Ross also noted that IHC still does not yet have a specific target project for the 2007 auction proceeds

Student Help – Tom and Nancy stressed the need to get more students involved in the JCH this year. Jeff suggested that they work on this via e-mail.

Audio/Visual issues – Dick noted the expense of possibly securing laptop computers for JCH this year. He suggested that we borrow some this year, and make it an option for speakers they can bring their own equipment and set it up if they want. If they want to set up anything after about two weeks prior to the Conference, they will be “own their own”. Kathy said that it was a good idea that they're getting them a “cut-off date”. Jeff expressed his thanks to Dick for covering the audio/visual

**WSEHA Board of Directors meeting/Joint Conference on Health Planning meeting
January 9, 2007 meeting minutes
Page 5**

2007 Joint Conference on Health – planning session (cont.)

Audio/Visual issues (cont.)

problems of the JCH. Kathy said she will send Dick the call for abstracts for his wordsmithing. Kathy also asked about non-digital media – slides, overheads, etc. Dick said he will try to turn these into PowerPoint presentations.

Next Planning Meeting – Kathy noted that February 20th is the next available date at the CenterPoint Office Center in Kent.

End JCH Planning Meeting at 12:17 p.m.

Resume for WSEHA Board meeting at 1:30 p.m.

Present (via conference call)

Vikki Brus (*Eastern Region VP*), Geoffrey Crofoot (*Northwest Region VP*),
Kathy Kondakjian (*Executive Secretary*), Ross Lytle (*Secretary*),
Bruce Scherling (*Southwest Region VP*), Carol Spaulding (*Treasurer*),
Ned Therien (*President-Elect*), Mike Vinatieri (*President*).

Agenda

The meeting agenda was approved as presented.

Minutes

Minutes of September 29, 2006

In the **Treasurer's Report, Profit & Loss Report** section, Carol said that the \$2,000 figure (minimum balance for an interest-bearing account) should be changed to \$5,000.

*Ned moved to approve the September 29, 2006 Board meeting minutes as corrected.
Vikki seconded. Motion approved.*

**WSEHA Board of Directors meeting/Joint Conference on Health Planning meeting
January 9, 2007 meeting minutes
Page 6**

Minutes (cont.)

Minutes of November 16, 2006

In the **Joint Conference on Health – planning session, Exhibitors and sponsors** section, Kathy added that the sponsorship fee was \$300 for educational institutions and non-profit organizations.

In the **Joint Conference on Health – planning session, First planning meeting** section, Ned noted that “Mary Salecky (Washington State Secretary of Health)” should be corrected to “Mary Selecky (Secretary of the Washington State Department of Health).”

Ned moved to approve November 16, 2006 minutes as corrected. Geoffrey seconded. Motion approved.

Treasurer’s Report

Profit and Loss (P & L) Report – Mike said that we will table the P&L report until we can get a copy to everyone. Carol said that she has not yet received the form from the state to do the excise tax. Money was transferred out of the Pool Conferences and into the Pool Manual account. Ned noted that we made a little over \$6000 at the Vancouver AEC, but lost about \$10,000 in operating costs, which is nothing new. We made about \$3600 from the Pool Manuals. Total net income was a little over \$2200 for 2006. Mike added that this may increase a bit, as we negotiate with NEHA for the Pool Manual. The P&L report was tabled.

2007 Budget – Ned said that he can’t finalize the 2007 budget until we figure out what we’re paying Kathy for her services associated with the 2007 JCH. Jeff Mero and others in the JCH Planning Session this morning were agreed on this. Mike is hoping that we will be able to net \$10,000, but that Kathy’s contract will be a JCH expense. If we’re in agreement with WSPHA, there’s no controversy. Mike, Ned, and Jeff Mero agreed that we should pay her the same amount. Mike asked if this was in the WSEHA budget, or in the JCH budget. Kathy generally prefers a monthly payment, but she is flexible. Mike also noted that the budget that Ned presented at the November 16th Board meeting is intact, except for this item.

Committee Reports

Education Committee – Mike noted that he and Glen Patrick need to sit down and finish “wordsmithing” the Training Needs Assessment Tool, and that they would like to finish it by March or April.

Nominations and Awards Committee – Ned said that there is currently no Chairperson for this committee – John Sipkens has resigned. Ned added that he has a

Committee Reports (cont.)

Nominations and Awards Committee (cont.)

“volunteer” – Joe Graham at WDOH. He says that Joe wants to make the WSEHA awards a “bigger deal”, and we need a Chairperson to make it happen. Ned told him that the awards should be given out at a dinner, or some other distinct gathering. We could combine them with WSPHA’s awards. Mike noted that our underlying problem is that we keep receiving no nominations. Ned added that the forms on the WSEHA website do not appear to be working. Carol added that we also receive no nominations for scholarships. She said that Chuck Treser needs to remind students to apply for these scholarships. Mike said he will call Chuck to remind him in getting students to apply.

Publications Committee – Mike informed the Board that Jonathon Freed doesn’t have the time to continue his work with the newsletter. Kathy will take over the newsletter duties. Mike asked Kathy about a time frame for getting another newsletter out . Kathy said that the first or second week of February would be a good target date. Mike added that our goal is to get a newsletter out in the first quarter. Geoffrey asked if are we still providing the “E-version” of the newsletter. Ned replied that we will, and that it saved us a great deal in postage money.

International Health Committee – Ross noted that he had gotten most of his questions answered about the 2007 IHC Silent Auction at the morning JCH Planning Meeting. He added that a planned IHC meeting, scheduled for January 6th had been canceled. The IHC still has not yet chosen a recipient project for 2007, and that the IHC is till open to any project suggestions.

President’s Report

Pool Manual negotiations with NEHA – Mike informed the Board that he has had an ongoing conversation with NEHA, looking for some reports that they promised to us last year. Specifically, he is looking for more information regarding proceeds due to WSEHA from sales of the Pool Manual. He received a letter from Nelson Fabian (NEHA Executive Director), stating that the Manual needs updating, and that NEHA will use the National Swimming Pool Foundation’s manual instead. Mike added that he feels that the two manuals don’t conflict with each other. NEHA will send us back the unsold Pool Manuals. Mike said that he wrote a terse letter back to Nelson. Peggy Whitt responded that she sent a check for some proceeds from Pool Manual sales. The check went to Kathy, who turned it over to WSPHA as a part of the final royalties agreement. The check was for \$510, which was not the agreed amount. Mike said that he will try to conclude our involvement with NEHA with regard to the Pool Manual. Ned noted that the

President's Report (cont.)

Pool Manual negotiations with NEHA (cont.)

material in “our” Pool Manual is reasonable, although maybe not as flashy. Mike said he will ask Gary Fraser to review the Pool Manuals as they do the WSEHA Spring Pool Workshops, to see what “tweaking” may be necessary. Bruce suggested that we may want to start coordinating with the National Swimming Pool Foundation, and other pool-related agencies, regarding Pool Manual content, since they will be doing their spring pool workshops soon.

Regional Vice-Presidents' Reports

Olympic Region – Jodie Holdcroft – Jodie was not present. Ned said that he had talked to Teri King (Washington Sea Grant). Teri said that the Hood Canal Onsite Sewage workshop, held on December 1st, went well, but that it was kind of a “paper training”, i.e., that people would have liked more of a practical training session. Ned added that there may be more interest in the fall, when people start having to comply with new Onsite Sewage regulations. Carol noted that there were some problems as to who WSEHA was receiving checks from.

Northwest Region – Geoffrey Crofoot – Geoffrey had no report, but he did have questions as to WSEHA Regional VP's terms, and whether there had been any other expressions of interest in a VP's post. Ned suggested that we try to do Jodie's Hood Canal Onsite Sewage workshop up in the Northwest Region. Ned added that the Southwest Regional VP used to have evening meetings. Geoffrey added that he may move away from larger meetings, and go for smaller, more informal meetings

Southwest Region – Bruce Scherling – In a previous meeting, Bruce noted that the new Environmental Health director had been hired with no EH qualifications. Bruce was asked what training was needed to get her “up to speed”. Bruce wrote a letter of protest, and now his county has changed course. Skamania County will make more of an effort to hire qualified sanitarians to be in line with the WAC and RCW.

Eastern Region – Vikki Brus – Vikki said she is still working on her training sessions regarding sanitizers.

Central Region (currently vacant) – no report.

Executive Secretary's Report

Membership – Kathy informed the Board that WSEHA currently has 222 members. She sent out 148 renewal requests in October, and received 78 back.

**WSEHA Board of Directors meeting/Joint Conference on Health Planning meeting
January 9, 2007 meeting minutes
Page 9**

Executive Secretary's Report (cont.)

Pool Manuals – Kathy noted that she has received all of the Pool Manuals from NEHA - we now have 593 Manuals on hand.

Copier purchase – Kathy has made an offer to buy the WSEHA copier, but so far, has received no response. She now has another \$2200 machine at her house. She added that she needs a decision on the copy machine soon. ***Carol made a motion to sell Kathy our copier for \$500. Bruce seconded. Motion approved.*** Mike told Kathy to take that \$2200 copier back and buy the WSEHA. Kathy noted that now copies will cost only 5¢ a copy, and that we can look at the other equipment at a later date.

Old Business

Spring education sessions – Mike said that he was looking for educational sessions to fill the April void of the AEC. Ned added that they were looking for something that was “canned” and ready-to-go. We may need to look for other training sessions, and get them onto the WSEHA website. Bruce added that he has a PowerPoint presentation regarding land use, which might be a possibility.

New Business

Teleconferences – Geoffrey said that this teleconference format was working out well, and suggested that it be a possibility for future meetings. There was some discussion among the Board members about the logistics of conference calls vs. face-to-face meetings.

Executive Secretary – Geoffrey inquired about the situation with the Executive Secretary's contract. The Board concurred that the situation should be good at least through 2007.

E-voting – Geoffrey asked if there was an update on the status of E-voting from Dick Pedlar. Mike said he had heard nothing new. Mike told Geoffrey that he should contact Dick to check on this.

Ned made the motion to adjourn the Board meeting. Geoffrey seconded. Motion approved. Meeting adjourned at 3:00 p.m.

The next combined WSEHA Board meeting/2007 JCH Planning Committee meeting is scheduled for February 20th, 2007, at the WDOH Center Point Office Complex in Kent.

Summary of Board Motions and Decisions

- ⇒ *The first half of the meeting consisted of preliminary planning for the 2007 Joint Conference on Health in Yakima, into which will be included the 2007 WSEHA Annual Education Conference. Members of the Washington State Public Health Association (WSPHA) were present. This meeting was conducted by conference call, due to impending inclement weather in the area*
- ⇒ *Several possible themes for the 2007 JCH were put forward, although no specific theme was chosen at this time.*
- ⇒ *The proposed categories for submission of abstracts were discussed at length.*
- ⇒ *There was also extensive discussion about possible choices for one or more plenary speakers. Possible speakers ranged from Governor Gregoire and Senator Patty Murray, to university professors, to celebrities such as Oprah Winfrey, Al Gore, and David Suzuki. Several of the Planning Committee participants volunteered to contact these people to determine if they were available and/or affordable.*
- ⇒ *Some suggestions for field trips in the Yakima area, and possible social activities, were also discussed.*
- ⇒ *After lunch, the regular WSEHA Board meeting commenced.*
- ⇒ *Corrections were made to the minutes of the September 29, 2006 Board meeting. **Ned moved to approve the September 29, 2006 Board meeting minutes as corrected. Vikki seconded. Motion approved.***
- ⇒ *Corrections were made to the minutes of the November 16, 2006 Board meeting. **Ned moved to approve the November 16, 2006 Board meeting minutes as corrected. Geoffrey seconded. Motion approved.***
- ⇒ *In the **Treasurer's Report**, it was noted that we made a little over \$6000 at the Vancouver AEC, but lost about \$10,000 in operating costs, which is not unusual. The Profit & Loss report was tabled report until we can get a copy to everyone.*
- ⇒ *Also in the **Treasurer's Report**, Ned said that he can't finalize the 2007 budget until we figure out what we're paying Kathy for her services associated with the 2007 JCH. Mike is hoping that we will be able to net \$10,000, but that Kathy's contract will be a JCH expense.*
- ⇒ *In the **Committee Reports**, Ned said that he has a "volunteer" for a **Nominations and Awards Committee Chairperson** – Joe Graham at WDOH.*
- ⇒ *Also in the **Committee Reports**, for the **Publications Committee**, Mike informed the Board that Kathy will take over the newsletter duties. Mike asked Kathy about a time frame for getting another newsletter. Mike added that our goal is to get a newsletter out in the first quarter of 2007.*
- ⇒ *In the **President's Report**, Mike updated the Board as to the ongoing difficulties he is having with NEHA regarding proceeds from, and marketing of, the Pool Manual.*

Summary of Board Motions and Decisions (page 2)

- ⇒ *In the Executive Secretary's Report, Kathy informed the Board that WSEHA currently has 222 members. She sent out 148 renewal requests in October, and received 78 back.*
- ⇒ *Also in the Executive Secretary's Report, Kathy noted that she needs a decision soon regarding the purchase of the WSEHA copy machine. Carol made a motion to sell Kathy our copier for \$500. Bruce seconded. Motion approved.*
- ⇒ *Ned made the motion to adjourn the Board meeting. Geoffrey seconded. Motion approved. Meeting adjourned at 3:00 p.m.*
- ⇒ *The next combined WSEHA Board meeting/2007 JCH Planning Committee meeting is scheduled for February 20th, 2007, at the WDOH Center Point Office Complex in Kent.*