

January 12, 2004

MEMORANDUM

TO: Board Members

FROM: Dennis Salmen, Chairman

SUBJECT: Called RS Board Meeting

The North Carolina State Board of Sanitarian Examiners will hold a called meeting on **Friday, January 23, 2004 at 10:00 a.m.** at the Quality Inn Suites Conference Room located at 4400 Capital Boulevard, Raleigh, N. C. (This is just past the Parker Lincoln Building towards Hwy 1 – left fork – Right lane –motel is on the right.) **The Education Committee will meet at 8:30 a.m. The Legislative Committee will not meet.**

You can call Quality Inn Suites to make reservations at (919) 876-2211 – Ask for the State rate. This rate also includes a full breakfast buffet.

CALL TO ORDER: Dennis Salmen

Complaint Investigation Report – Ann Gilstrap/William Pierce

Conflict of Interest Statement

Approval of December 2, 2003 Minutes

Approval of Financial Reports, - November/December

Chair's Report – Dennis Salmen

Vice-Chair's Report – Linda Sewall

Secretary/Treasurer's Report – Ann Gilstrap

Secretary to the Board Report – Camille Bishop

OLD BUSINESS:

Andre Pierce's Contract – Dennis Salmen

Vulnerability Assessors Follow-up – Dennis Salmen

Military Hardships Follow-up - Dennis Salmen

Education Committee: Nilla Sloop

. Private Proctor Policy

. Form for Permanent Registration

. New Essay Questions

NEW BUSINESS:

Continuing Education Requests for December & Intern applications –
Nilla Sloop

Streamlining duties/paperwork – Dennis Salmen/Camille Bishop

Election of Officers for 2004

Next Meeting Date – March 25/26 – Carteret County Health Dept.
Morehead City

OTHER BUSINESS: Set Next Meeting Date

ADJOURN: