

R.S. Board Minutes
June 5, 2002

Call to Order

The called meeting of the North Carolina Board of Sanitarian Examiners was held on Friday, June 5 at 2:00 p.m. at the Hall Marshall Service Center, Suite 208, 700 N. Tryon Street, Charlotte. The Chairman, Dennis Salmen called the meeting to order. Those in attendance were Dennis Salmen, Terry Pierce, Malcolm Blalock, William E. Pierce, Mack Dendy, Dr. Trenton Davis, Ann Gilstrap, Nilla Sloop, Shelia Nichols and Camille Bishop, Secretary to the Board.

Conflict of Interest

Mr. Salmen asked Board Members if there were any conflicts of interest or potential conflicts of interest.

No members of the Board indicated a conflict of interest outside of what has already been disclosed in the annual Statement of Economic Interest form.

Approval of the April 25, 2002 Minutes

Board Action: A motion was made by Mack Dendy and seconded by Terry Pierce to approve the April 25, 2002 Minutes. All votes affirmative.

Financial Reports - April/May

Board Action: A motion was made by Malcolm Blalock and seconded by Mack Dendy to approve the Financial Reports for April/May. All votes affirmative

Nilla Sloop made a recommendation to add on the Intern Application that there will be a \$20 fee imposed on all returned checks. Camille Bishop will add this to the Intern Application.

Chairman's Report - Dennis Salmen

- . State Auditor's Contract with Shelton Hawley for 2002 - Camille Bishop presented a copy and noted changes. Mr. Blalock questioned Item #1 - "**Said audit shall not be required to be conducted in accordance with generally accepted governmental auditing standards (i.e., Government Auditing Standards issued by the Comptroller General of the United States).**" Camille Bishop to send contract to Ralph Campbell at the State Auditor's Office for review before Dennis Salmen signs the contract. Ms. Bishop will send Dennis Salmen any changes from the State Auditor's office.

Vice-Chair's report - Terry Pierce

- . Mr. Pierce shared a report from the Institute of Government regarding recording closed sessions. According to the Court of Appeals ruling, the Board should record minutes of closed sessions. We have not been recording these in the past. A copy of the article was made for all members. Mr. Pierce stated that when he records closed sessions at the health department, they are recorded separately and kept separate from the regular session minutes.

Board Action: A motion was made by Terry Pierce and seconded by Malcolm Blalock that the Board follow the guidance issued by the Institute of Government on recording closed sessions of board meetings. All votes affirmative.

Secretary/Treasurer's Report - Malcolm Blalock

. In a follow up conversation Mr. Blalock had with Dan Lasick from California regarding reciprocity in North Carolina, he is still coming to North Carolina although we did not grant reciprocity. He made a 60 plus on his NEHA exam, which will need to be verified by NEHA. He would have to take the other parts of the exam. We would also verify his experience, transcripts, etc and he can probably be fast-tracked for registration if he meets all of our requirements.

Secretary to the Board's Report - Camille Bishop

. Public Health Law Course follow-up - Ms. Bishop reported that the following persons had not completed the Public Health Law Course within the 4-year requirement : Wilbur Mack Johnson, Jr., Oluwalle G. Lanniyan and Davin W. Madden. Richard Dideriksen verified these.

The Board discussed the recent motion made by the Board regarding the Public Health Law Course – ***" A motion was made by Malcolm Blalock, seconded by Terry Pierce that the date to have completed the Public Health Law Course would be four years from the date of continuous current employment. All votes affirmative."*** Our rules states that Public Health Law course should be completed within 4 years from the date of employment. The Board discussed at length whether to change our ruling on this issue or to leave as it. Terry Pierce stated that the rules states that an intern should really not be registered as an RS until he has completed the Public Health Law Course. Malcolm Blalock states that the rule slightly conflicts with the law. William Pierce commented that the rules really need to be changed, but this would take some time.

Board Action: A motion was made by Terry Pierce seconded by Malcolm Blalock to change our former policy to read that the date to have completed the Public Health Law Course must be within four years from the date of cumulative employment in the state of North Carolina. All votes affirmative.

Ms. Bishop will contact these three persons and/or their supervisors to see what their status is. She will report back to Dennis Salmen if there is any action that needs to be taken by the Board. Terry Pierce recommended that when persons renew their license, would be a good time to see if they have met all the education requirements.

- . Reservations have been made for our August 1 & 2 meetings at MAHEC - Classroom 1 in Asheville. William Pierce recommended that Ms. Bishop make reservations for all the Board Members and pay with one check. Best Western was recommended. Ms. Bishop will follow up.
- . 2002 Directories were sent out. Send any corrections to Ms. Bishop.
- . Follow-up on Christopher Miller's renewal status. He has not worked in Buncombe County in over a year.
- . Renewal Cards - Ms. Bishop shared some computer examples of renewal cards. Nilla Sloop volunteered to check with her graphics department at work to see if she can this done and at what cost. Ms. Bishop to send Ms. Sloop the information. It was also suggested that we could stick to one color and just put intern or RS on the card. We will also look at the size of the card to see if it can be made smaller.

Education Committee:

. Mr. Blalock discussed ServSafe Courses and whether presenters should received credit at meetings for their presentations. He had asked Clay Pennington as to whether a person teaching ServSafe has to take the course again in order to remain a teacher or renew their license. The answer is that it is recommended, but not required. It would not be appropriate for the RS's who teaches to keep getting credit. Mr. Blalock had discussed this issue with Ms. Sloop and they are recommending that the Board change their policy so that when a first time a presenter presents a topic, they would be given credit for that presentation, but if they teach it over and over again, they would not get credit. There is no way to track this and would have to be strictly on an honor system. The Board discussed.

Board Action: A motion was made by Mack Dendy, seconded by Terry Pierce to give credit only once for presenters teaching the same topic and for actual hours of attendance. All votes affirmative.

Mr. Blalock asked Ms. Bishop to work on a form for continuing education requests and circulate to Board Members for input. Ms. Bishop will follow up. The form could be circulated on the ListServe.

. Non Traditional Courses, i.e. video conferences, computer courses, college courses etc. The Board discussed. Ms. Bishop informed the Board of a conversation she had with Stephanie Wicks requesting that the Board send information out on the ListServe regarding our education policy for approving meetings, workshops, non-traditional courses.

Board Action: A motion was made by Malcolm Blalock, seconded by Mack Dendy that the Board's policy is that we will accept those environmental health instructional courses taught in a non-traditional instructional setting, i.e. videoconferences, internet based courses, distance learning, etc., and the Board shall require registration and verification of attendance to be considered for continuing education credits. All votes affirmative.

Continuing Education Requests for June:

1. Asthma Summit 2002, Chapel Hill, 6/12	-	7 hrs.
2. Bioterrorism Regional Teams Training Overview, Chapel Hill – 5/13-15		14 hrs.
3. Child Care Sanitation (SOP), Asheville – 5/8 –5/10	-	15hrs.
4. Childhood Asthma, Monroe, - 5/15		1.5 hrs.
5. Eastern District, NCPHA, EH Section, Atlantic Beach 5/1-5/3	-	10.25 hrs.
6. Food Safety Conference, Charlotte, 5/14-15	-	6.5 hrs.
7. Hazmat Refresher Course, Henderson – 4/18	-	7 hrs.
8. Hurricane Conference, (cancelled)		8 hrs.
9. NCPHA – EH Section, New Bern – 9/26/02	-	7 hrs.
10. Nitrogen (CAFO) Workshop, Raleigh - 5/20	-	3 hrs.
11. North Central EH District Meeting, Sanford – 5/23	-	4.75hrs.
12. Preventing Lead Poisoning in Young Children, W-Salem – 4/25	-	5 hrs
13. Public Health Ground Water & Water Wells, Raleigh – 4/5	-	6.5 hrs.
14. Puraflo Peat Biofilter for Wastewater Treatment, Halifax – 3/26	-	2.5 hrs.
15. S.E. District Meeting, Smithfield – 6/7	-	4 hrs.
16. ServSafe, Louisburg – 3/8 & 3/15 - more information	-	15 hrs.
17. ServSafe, Rockingham – 6/4 – 6/13 – more information	-	15 hrs.
18. Washington Region Adv. Soils Workshop, Greenville – 5/28 – 5/30		15 hrs.
19. West Piedmont EH Section, Greensboro – 6/5	-	4 hrs.

From Last Meeting

20. GPS Mapping for GIS, Morehead City – 2 days – **(Needed more information) – 15 hrs.**
21. GIS Application in Env. Conservation (GIS Workshops) – **deleted.**
22. Pesticide, Washington – 2.5 hrs. – **More information needed. - denied**
23. ServSafe, Rocky Mount – 14.25 hrs – **Education Committee to review – more information**
24. Serv Safe, Winton, 14.25 hrs. – **Education Committee to review – more information**
25. ServSafe Training for Mgrs, Durham & Orange Co. – 15 hrs. – **Education Committee to review – more information**
26. Serving Safe Food, Wilmington – 15 hrs – **Education committee to review – more information**
27. Water: The Next 50 Years, Greensboro – **Need more information - denied**
28. Personal Safety Training For Field Personnel: Part 1 – Conflict Mgmt. (Satellite) – **3 hrs.**
(Stephanie Wicks is contact person – these are video tapes)

Additions

29. Asthma/Indoor Air Quality Workshop, (NEHA) Minnesota – 6/12 – 6/14 - **14. 25 hrs.**
30. Working with Communities for Env. Health – PHTN – 9/12 – **2.5 hrs.**
31. Soil Geomorphology Field Trip (SSC 620) – **15 hrs.**
32. Indoor Air Quality: Issues on Asthma/Allergies, Greensboro, 8/23 - **6.25 hrs.**
33. 2001 Food Code Video Teleconference, 7/24 – **9.5 hrs.**
34. NC Supv. Assoc., 4/10-12, Southern Pines – **9.5 hrs.**

4.

35. Water Table Monitoring, Richmond, Va. – 5/02 – 4 hrs.
36. Infiltrator Systems, Inc. Certification Class, Richmond, Va. – 5/09/02 – 4 hrs.
37. OSWW Short Course & Equipment Exhibition, Newport, RI, 3/24-3/26 –
(request to change from 12.5 hrs. to 15 hrs.)
38. UVL Workshops (Kinston, Rocky Mt., Huntersville, etc.) 5/2-5/30 - 6 hrs.

The Board reviewed.

Board Action: A motion was made by Malcolm Blalock, seconded by Terry Pierce to approve the list of Continuing Education through #38 with the exception of: #'s 16, 17, 23, 24, 25, 26 – need more detailed information; Deny #'s 24, 27; Delete # 21; Change #37 to 15 hrs. All votes affirmative.

Web Site – Malcolm Blalock

Mr. Blalock has a meeting next week with Andre' Pierce from Wake County to discuss developing our Web Site. They plan to discuss concept and content. Mr. Blalock doesn't know if he will charge us anything, but will let the Board know. It will need to be set up so certain members, i.e. Education Committee, Camille Bishop, etc. can access it, update, and modify it. Mr. Blalock plans to just put information on the Web that the Board discussed at an earlier meeting. Mack Dendy commented that he had gone to supervisor's educational meeting and a regional meeting where he mentioned that we may include the Directory on the Web Site and not print it. The group did not like this idea at all and they were pretty verbal. Nilla Sloop stated that before we present for public opinion, we need to see how many changes were needed to made after the directory was sent out.

New Intern Applications

New Intern Applications

<u>Intern</u>	<u>County</u>	<u>Degree</u>	<u>University</u>
James Thomas Bellizzi	Harnett County	BA Biology	UNC-W
<u>Pending Transcript</u>			
Marcus Cornelius Allen	Rockingham	BS Biology Masters – PH	A&T UNC-G
Zachary J. Petersen	Rockingham	BA EH Studies	UNC-W
Leslie O. Pohlmeier	Forsyth	BA Env. Science	Wright State

Board Action: A motion was made by Malcolm Blalock, seconded by Terry Pierce to approve James Thomas Bellizzi's application for internship and Marcus C. Allen, Zachary J. Petersen and Leslie O. Pohlmeier pending their transcripts. All votes affirmative.

Exam Scores – Camille Bishop

Camille Bishop presented the April 26 Exam Scores – 23 passed/12 failed

Board Action: A motion was made by Mack Dendy, seconded by Ann Gilstrap to approved the exam scores of April 26, 2002 as presented. All votes affirmative.

Closed Session to discuss the Secretary's Contract/Camille Bishop

Open Session – Secretary's Contract/Camille Bishop

Ms. Bishop had previously sent a letter to the Board listing her accomplishments and asking the Board to increase her Salary from \$1,290 per month to \$1,390 per month.

Board Action: A motion was made by Terry Pierce and seconded by Malcolm Blalock to approve the Secretary's Contract as presented, but to extend the Contract to a 2 year period instead of a 1 year period to end on June 30, 2004. All votes affirmative.

Ms. Bishop was requested to keep her time on a monthly calendar so the Board can see how much time is actually spent performing the secretarial duties for the Board. Dennis Salmen will revise contract and send out to Board Members to sign and get back to Ms. Bishop.

Motion to Adjourn.

Respectfully submitted,

Approved _____

Malcolm Blalock
Secretary/Treasurer

