

RS Board Minutes 8/01/02

Call to Order

The called meeting of the North Carolina Board of Sanitarian Examiners was held on Thursday, August 1, 2002 at MAHEC, Classroom 1 in Asheville, N. C. Dennis Salmen, Chairman, 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 outside of what has already been disclosed in the annual Statement of Economic Interest form. **There were no conflicts of interest stated by Board Members.**

Approval of the June 5, 2002 Minutes

Board Action: A motion was made by Mack Dendy, seconded by Ann Gilstrap to approve the June 5, 2002 Minutes. All votes affirmative.

Mr. Salmen stated that he would type a copy of the "closed session" on the Secretary's Contract renewal and bring to the next Board meeting. Camille Bishop will keep copies of closed sessions in her files. Envelopes will be sealed.

Financial Reports – May/June 2002

Board Action: A motion was made by Nilla Sloop seconded by Malcolm Blalock to approve the Financial Reports for May/June 2002. All votes affirmative.

Chairman's Report – Dennis Salmen

The Secretary's contract has been signed by all members for 2 years. Ms. Bishop will keep the original and send Mr. Salmen a copy.

Vice Chair's Report - Terry Pierce - No Report

Secretary/Treasurer's Report – Malcolm Blalock - Mr. Blalock announced his retirement and recommended that the Board appoint a new Secretary/Treasurer to replace him. (This was addressed later in the meeting).

Administrative Secretary's Report – Camille Bishop

- . Summary of 2002 Directory changes were presented by Camille. Most of the errors were in last year's directory. Camille will send out the summary of changes along with Mr. Blalock's revision of the DENR directory on the EH ListServe.
- . Ms. Bishop reported that David Madden has not completed the Public Health Law course within the 4 year requirement. He is scheduled to take the course in October of this year. Ms. Bishop will check on his employment date again and get back to the Board. The Board discussed whether to extend his time until the end of the year. It was the consensus of the group that we leave the motion as stated in the June 5, 2002 Board Meeting – **"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."**

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Board Action: A motion was made by Malcolm Blalock, seconded by Nilla Sloop that if Mr. Madden's time has expired within the 4 years of cumulative employment that the RS Board take action to revoke his registration. All votes affirmative.

- . Auditor's Contract has been signed for 2002. We should have a final report in December.
- . Ms. Bishop reported her hours of work for June and July . In June she worked 79 hrs; July - 111. Mr. Salmen will send Ms. Bishop a copy of an activity report to fill out on hours worked for the Board.
- . New insurance bond was signed with Broome Insurance for Administrative Secretary and Treasurer.

Web Site Presentation – Andre Pierce/Malcolm Blalock

Mr. Pierce presented a slide show depicting types of information that could be put on the Board's new web site. There was much discussion by Board members regarding what types of information should go on the web site. Mr. Pierce stated that we should keep the first attempt as simple as possible. Mr. Blalock stated that in the beginning, it will be a trial and error situation until we see what works best. Ms. Bishop handed out a list of potential information that could also be added on the web site. Follow-up: Mr. Andre Pierce will be working on developing the content of the Web Site. The Chairman, Dennis Salmen, appointed the following Ad Hoc Committee to work with Mr. Pierce: Malcolm Blalock, (contact person), Sheila Nichols and Terry Pierce. A first draft should be ready to present to the Board by the September 27th meeting.

Education Committee

Board Action: Malcolm Blalock made a motion and recommendation from the Education Committee that the following list of Continuing Education be approved with exception of #'s 6, 35 & 42; #'s 6 & 35 need detailed agendas, and # 42 is denied until Mr. Butler completes his college courses. All votes affirmative. (Changed title of course on #15 to "Promoting Lead Poisoning Prevention Activities.")

Continuing Education Requests for August 1, 2002

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| 1. Adv. OSWW Workshop McDowell Comm. College, 8/6-8/8 - | 15 hrs. |
| 2. Adv. OSWW Dispersal Program, Greensboro, 7/23-7/25 - | 15 hrs. |
| 3. Bioterrorism Tabletop Exercise, Swain Co., 2/21/02 - | 5.25 hrs. |
| 4. Carolina Recycling Assoc. Annual Conference & Trade Show, Asheville, 3/25 – 3-26 - | 15 hrs. |
| 5. Disaster Response & Recovery Operations Course, Newport News, 6/4-6/6 - | 14.25 hrs. |
| 6. Hazardous Waste Operations and Emergency Response (40 hr.) (Denied -Need agenda) | 15 hrs. |
| 7. Health Director's Meeting, (Annual) Raleigh, 1/31-2/1 - | 2 hrs. |
| 8. Health Directors for Region III (Update Bioterrorism) , Waynesville, 4/10 | 25 min |
| 9. Health Directors' Meeting for Regions I/II, Waynesville, 6/5 - | 1 hr. |
| 10. Health Directors (WN /Hospital CEO's Strategy Session, Waynesville, 3/13 - | 2.5 hrs. |
| 11. Mountain District Educational Meeting, 6/4/02 - | 4.5 hrs. |
| 12. N.Eastern District Env. Health Section, Greenville, 7/12 - | 5 hrs. |
| 13. N.C. Natural Hazard Conf. Agenda, Sunset Beach, 3/3-3/6 - | 15 hrs. |
| 14. NPDES Inspection Workshop, Raleigh, 4/2-4/4 - | 15 hrs. |
| 15. Promoting Lead Poisoning Prevention Activities, Broadcast, Greensboro, 7/18/02 | 1 hr. |
| 16. Regional Lead/Child Care Sanitation, Kinston, 7/11 - | 4 hrs. |
| 17. Reservoirs & Water Quality, Morganton, 4/3 - | 6 hrs. |
| 18. Retail Food Protection (FDA Course), Raleigh, 8/20-22 | 8.5 hrs. |
| 19. Serving Safe Food Certification, Asheville, 8/13-14, 10/15-16, 12/10-11 - ??? | 14 hrs. |
| 20. Small Systems Workshops, Wilmington, 5/7 - | 6 hrs. |
| 21. Solid Waste Division Winter Workshop (APWS), Burlington, 1/30 - | 4 hrs. |
| 22. Wastewater Residuals, Spray Irrigation, Operator Tr., Fayetteville, 8/1 - | 7 hrs. |
| 23. Water Rights Seminar (NCSU), Raleigh, 6/5 - | 6 hrs. |
| 24. Well Drillers Workshop, Greensboro, 6/14 - | 6.75 hrs. |

Held over from Previous Meetings

- 25. ServSafe, Winton, - **14.25 hrs.**
- 26. Serv Safe, Rocky Mount – **14.25 hrs.**
- 27. ServSafe Training for Mgrs., Durham & Orange – **15 hrs.**
- 28. Serving Safe Food, Wilmington – **15 hrs**
- 29. ServSafe Louisville, 3/8 & 3/15 – **15 hrs.**
- 30. ServSafe, Rockingham – 6/4 & 6/13 – **15 hrs.**

Additional Requests

- 31 Private Well Regulations, Charlottesville, Va., 7/22 – 7/24 **15 hrs.**
- 32. On-Site Regulations I, Charlottesville, Va., 7/24-7/26 - **11 hrs.**
- 33. North Central Env. Health Dist. Meeting, Roxboro, 8/22 **4.5 hrs**
- 34. Georgia Environmental Health Assoc. Conf., Jekyll Island, Ga., 7/9-7/12- **9.75hrs**
- 35. DRAINMOD Workshop (Hydrologic Evaluation of Poorly Drained Soils for Wastewater Treatment) 8/12-8/13 – (Syllabus only) - **(Denied – need agenda)** **13 hrs.**
- 36. Innovative Food Safety Grants to State & Local Agencies: Enhancing Food Safety Through Education (Satellite) – Raleigh – 9/26 - **4 hrs.**
- 37. Pump Systems Workshop, Roanoke Rapids – 6/17-6/18 - **12 hrs.**
- 38. Food & Drug Protection, Charlotte, 7/23-7/24 **8.25 hrs.**
- 39. Pfiesteria Seminar, Beaufort, 7/19 - **1 hr.**
- 40. Adult Mosquito Identification Workshop, Washington – 3/26 – 3/28 - **15 hrs.**
- 41. NACCHO – “Working in a Changing World”, New Orleans – 7/10-7/12 - **10.75 hrs.**
- 42. College of Law courses at Georgia.(Request by Logan Butler) – He has not completed the course. **(denied until course is completed.)**

Mr. Blalock also addressed another continuing education issue on whether to accept courses that have little or no environmental health connection, i.e. budget courses attended by a health director. Ms. Sloop commented that it was a request by a health director requesting some continuing education credit on State budget. Dennis Salmen read from the January 2002 minutes. **“Non-traditional courses to be used for continuing education credit must be related to the actual job being performed by the applicant, however such training should be technical in nature and have some relation to the environment, environmental health or improving the practice of such.”** Also adopted at the June 5, 2002 meeting – **“The Board will accept those environmental health instructional courses taught in a non-traditional instructional setting, i.e. video conferences, internet based courses, distant learning, etc. and the Board shall require registration and verification of attendance to be considered for continuing education credits.”** Mr. Pierce commented that you don’t have to be an RS to be a health director. He feels that the person should not claim the course just because he/she is registered. This would not improve the person’s ability to work in the field of environmental health. Ms. Sloop commented that this is what the Education Committee also concluded on this issue.

Stan Herndon’s request to obtain his RS in the one-year period bases on prior experience. The Education Committee also addressed this issue. The committee reviewed the job description sent in by Mr. Stanley. from Hardees and could not find sufficient experience that could be closely related to environmental health work that the Committee could count. However there was a prerequisite to the job description that included prior experience, regulatory, etc. There could have been 10 years of regulatory experience prior to the Hardees’ job. Therefore, the Committee decided that we would write Mr. Herndon, denying the Hardees’ work experience, but asking him to provide the Board with more information on his prerequisite experience. If he chooses to do this, the Board would reconsider. **Mr. Salmen will write Mr. Herndon a letter informing him of the Board’s decision.**

Purcell Locklear’s request for reinstatement as RS - Mr. Locklear sent in a request to Camille Bishop asking for reinstatement as an RS. He was previously registered by the RS Board. He failed to pass the NEHA exam within the 3 year required time period and left public health. In 1999 he passed the NEHA exam. Mr. Locklear sent in his application, a job description held while he was in Robeson County. The Committee decided that if Mr. Locklear would provide the Board with an application, current job description and college transcript, then the Board would consider registration as an intern and fast tracking him as an R.S. **Mr. Salmen will write Mr. Locklear a letter regarding the Board’s decision.**

ServSafe Courses

Education Committee discussed. It was felt that policy should be that an individual who might teach a ServSafe Course could get credit for teaching one time. Also, we would give credit to those individuals who need to get certified as teachers to become instructors. We would not give continuing education credit for the majority of environmental health specialists. Discussed at length by Board members. Mr. Blalock asked the question – “Do we want to allow the average environmental health specialist, working in the field, get credit for attending ServSafe classes. There was more discussion and some disagreement on this question.. Mr. Salmen stated we have approved these courses for the last 10 years, and that we have approved some of the ServSafe courses earlier this year.

Board Action: A motion was made by Malcolm Blalock, seconded by Nilla Sloop that the Board adopt a policy of not accepting continuing education credit for environmental health specialists who take Serv Safe Courses effective January 1, 2003. All votes affirmative.

Mr. Blalock discussed instructors taking Continuing Education Courses - If the course is a prerequisite to becoming an instructor, do we accept for continuing education? The Board had previously approved the instructors getting credit for one time teaching a course. Discussed at length by Board Members as to why the trainer should get credit if the Environmental Health Specialist does not get credit. We should not be approving a class for continuing education for the teacher if the Environmental Health Specialist does not get credit for the class. Mack Dendy gave an example, i.e. if a class is taught on Soils and the Environmental Health Specialist gets credit for this course, then the instructor will get credit for one time teaching the class. If the course is not approved, then the instructor would not get credit.

Board Action: A motion was made by Trenton Davis and seconded by Mack Dendy to amend the current policy for instructors to read – “However, continuing education credit will only be given for those courses approved for Continuing Education by the Board. “ All votes affirmative.

Applicant from Ohio wanting reciprocity – Carl Carol, Environmental Health Director in Alamance County contacted Mr. Blalock regarding an applicant he is wanting to hire from Ohio. The applicant is wanting reciprocity in our State. The person has passed the PES exam. The question came up of whether this applicant would have to pass the NEHA exam. Mr. Blalock will follow up.

Mr. Salmen discussed standards and administrative code. There is some confusion regarding standards/administrative code. Mr. Salmen quoted from the following statute - **“may without examination grant a certificate to any person at the time of application is certified as a registered sanitarian by a similar Board of another state, district or territory whose standards are acceptable to the Board, but not lower than those required by this article.** This is not the administrative code, it's a statute. If the standards are less than the administrative code, we could have the option to accept them. We now will not have to look at the administrative code for other states. Mr. Pierce commented that we have accepted in the past another Board's recommendation for reciprocity but not someone previously employed in public health in the State of NC. Mr. Pierce also commented that we now require a person who has left public health in N.C. and passed the PES exam but not the NEHA exam, to take the NEHA exam to be registered again. Mr. Salmen will contact the Attorney General's office on this issue and to clarify the definition of standards.

Job Descriptions for Non-Public Health Applicants- Mr. Salmen discussed. Under current interpretation of GS 90A-54 by the Attorney General's office. we cannot now deny an applicant registration as an intern with our Board if they are not practicing public health the State of N.C. Mr. Blalock commented that they have to be practicing environmental health. Mr. Salmen commented that in the 1990 statute that there is no requirement in the General Statutes that a person must be a practicing sanitarian in order to be registered. The question came up – **“What if the applicant does not have a current job description?** We now require a current job description on any applicant for internship. Mr. Salem asked the question – **“If an applicant is unemployed, does that give us the right to deny them registration.”** In the current Administrative Code it says a job description is required, but not a current job description. Mr. Salmen /Mr. Blalock will contact the Attorney General's office to get clarification on this issue of the job description requirement and clarification of the Administrative Code.

Shannon Jenkins' registration – Ann Gilstrap asked the Board about re-registration of Shannon Jenkins who left public health in 1997 and is wanting to get reinstated as an R.S.. He has passed the PES exam. Ms. Gilstrap asked for some guidance on what the next steps would be to get Mr. Jenkins registered as an intern and then possibly fast-tracked as an RS based on his experience. It was advised that Mr. Jenkins would have to make formal application as an intern with a current job description, and also would have to take the NEHA exam.

Continuing Education Form - Revisions have been made by the Education Committee. Camille will revised and send out to Board Members for critique and bring back to next meeting for approval.

Renewal Cards – Nilla Sloop

Ms. Sloop reported that her Repro-graphics Department can print the renewal cards in color, cut them, print the names and registration numbers on the cards and have them run off ahead of time for the cost of \$217.00+, a much lower cost than Wallace Printing. All Ms. Bishop will have to do is provide the 2002 names and registration numbers. The cards will also be cut to business card size. Ms. Bishop will work with Nilla and David Semski. It was the consensus of the Board to go ahead with this process.

New Intern Applications

<u>Intern</u>	<u>County</u>	<u>Degree</u>	<u>University</u>
William B. Turner	Davidson	BS Env. Health	East Carolina
David Swinney	Albemarle Reg.	BS Geology	Elizabeth City State
Adrienne M. Brown	Wake	BS Env. Science	NC State
Willaim B. Turner	Davidson	BS Env. Health	East Carolina
Shawn M. Springer	Wake	BS Nat. Resources/	NC State

Pending Transcript

James Carl Kivett Chatham BS Natural Resource Western Carolina
(Request to ask the RS Board to consider his 2 year work experience toward his 2 year work experience requirement to become a registered sanitarian – see attached material)
Camille will follow up.

Board Action: A motion was made by Trenton Davis, seconded by Mack Dendy to approve the new Intern applications as presented by Ms. Bishop including the pending application. All votes affirmative.

Appointment of new Secretary/Treasurer to replace Malcolm Blalock. Mr. Blalock announced his resignation as Secretary/Treasurer to the Board. He feels Linda Sewell will be asked to replace him, but this may take a while. Mr. Blalock can be reached after 9:00 p.m. at (919) 880-5966 and E-mail: wmalcolmballock@netscape.net.

Board Action: A motion was made by Dr. Trenton Davis and seconded by Mack Dendy to accept Mr. Blalock's resignation as Secretary/Treasurer to the Board. All votes affirmative.

Board Action: A motion was made by Malcolm Blalock, seconded by Nilla Sloop to nominate Ann Gilstrap to serve as Secretary/Treasurer to the Board. There were no other nominations. Mack Dendy made a motion, seconded by Dr. Trenton Davis, that the nominations be closed. Terry Pierce announced that as there were no other nominations from the floor, that Ann Gilstrap will be our new Secretary/Treasurer. All votes affirmative.

Next Meeting – September 27th in New Bern at 11:30 p.m. Ms. Bishop to call Deborah Rowe to see if she can locate a place for us to meet or contact Craven County Health Department for use of their conference room.

October 24 & 25 Meeting and Exam Site: - Nilla Sloop volunteered to find us a meeting place either at the Shelter, Wake Commons or Parker Lincoln Building in Raleigh.

Motion to Adjourn.

Respectfully submitted,

Malcolm Blalock
Secretary/Treasurer

Approved_____

