

RS Board Minutes January 28, 2003

Call to Order

The called meeting of the North Carolina Board of Sanitarian Examiners was held on Tuesday, January 28, 2003 in Room 1B 420 in the Parker Lincoln Building in Raleigh. Dennis Salmen, Chairman, called the meeting to order at 12:20 p.m. Those in attendance were: Dennis Salmen, Terry Pierce, Linda Sewall, William E. Pierce, Ann Gilstrap, Nilla Sloop, Shelia Nichols and Camille Bishop. Absent: Dr. Trenton Davis and Mack Dendy.

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.**

Chairman's Report – Dennis Salmen

Mr. Salmen reported that Jamie Camp and Marty Allen had requested to appear before the Board today to address the Environmental Public Health Law Course issue and Mr. Camp's 2003 Renewal Certification not being renewed. The Board discussed. The Board will go into closed session to address this issue. Mr. Salmen has copies of information he will share with the Board regarding this issue.

Mr. Salmen is planning to send out a Spring Newsletter and would include information about "Public Health Law".

Approval of the December 10, 2002 Minutes

Board Action: A motion was made by Linda Sewall, seconded by Ann Gilstrap to approve the December 10, 2003 Minutes. All votes affirmative.

Financial Reports for December & Year End

Board Action: A motion was made by Terry Pierce, seconded by Ann Gilstrap to approve the December Financial Reports. Ms. Bishop was asked to follow up on the Web Site expense category item.

Education Committee Report – Nilla Sloop

- . Jean Cobb submitted information from her supervisor that she completed the 4.5 hrs. by viewing the video tapes sent to her by Dr. Trenton Davis. **Nilla Sloop recommended from Committee that Jean Cobb's 2003 Renewal Application be approved. All votes affirmative.**
- . Jim Bellizzi and Barry Patterson have submitted intern applications with prior Environmental Health experience and have requested RS designation immediately based on prior experience.
Nilla Sloop recommended from Committee that Jim Bellizzi & Barry Patterson be fast tracked for RS Registration All votes affirmative.

New Intern Applications for January

<u>Intern</u>	<u>County</u>	<u>Degree</u>	<u>University</u>
Anthony Ashby	Wayne	BS Env. Science	NC Central Univ.
Stephen Graham	Mecklenburg	BS Env. Health	Western Carolina
Emily G. Walmsley	Union	BS Textile Chemistry	NC State
Tonya L. Randell	Alamance	BA Env. Science & Policy	Duke University
Holly F. Garner	Montgomery	BS Exercise & Sports Science	UNC-Chapel Hill
April B. Underwood	Stanly	BS Biology	Pfeiffer Univ.
Ellen Reynolds	Union	BS Marine Science	Univ. of S.C.
Kenneth L. May	Forsyth	BS Env. Health	Western Carolina

Pending College Transcript

Shannon Tatman	Carteret	BS Nutrition & Dietetics	East Carolina
Eric Green	Wake	BS Zoology	NC State
Christopher Smith	Wayne	BS Env. Health Science	East Carolina
Suzanne B. Good	Wake	BS Natural Resources	NC State
Mladen Dan Lasic	Mecklenburg	BS Agriculture	Univ. of Sarajevo
Charles I. Dial, III	Mecklenburg	MS Eutomology	Clemson Univ.

Board Action: Nilla Sloop recommend from Committee that the Board approve the intern applications for Stephen Graham through Kenneth May and the pending list for Shannon Tatman through Charles I. Dial. III. Anthony Ashby's application will be discussed later in the meeting. All votes affirmative with the exception of Ann Gilstrap who abstained from voting on Shannon Tatman from Carteret County.

Continuing Education Requests for January

1. 2002 Basic Hazardous Waste Compliance Training for Generators, Salisbury, 5/1 - 7 hr.
2. 2002 N.C. Environmental Conference, Greenville, 2/28-3/1 - 12.25 hr.
3. Asbestos NESHAP Inspection & Safety Workshop, Atlanta, GA., 9/17-19 - 15 hr.
4. 11th Annual SE Lakes Management Conf. (Water Quality, Watershed, etc.), 3/18-3/20 - 11 hr.
5. Mosquito Control Meeting, New Bern, 12/19 - 3.25 hr.
6. N.C. Pest Control Technician/s School, Raleigh, NC State, 1/22 – 1/24 - 15 hr.
7. Carolina Assoc. for Food Protection, Charlotte, 3/14-3/15 - 8 hr.
8. Food Plant Pest Management, Manhattan, KS, 4/8-4/1- 15 hr.
9. Seafood HACCP Alliance, Morehead City, 12-10-12 - 15 hr.
10. 11th Annual Information Integration Conf. –“From Information to Action: Making the Connection”, East Lansing, MI., 3/19-3/20 - 9 hr.
11. Indoor Air Quality Training, MI., 2/28 - 6 hr.
12. Pollution Prevention Workshop, MI., 9/24 - 2 hr.
13. Foodborne Illness Investigation Workshop, MI., 9/30 - 5.75 hr.
14. Food Protection Conf, MI., 10/1 - 5.5 hr.
15. AWOP CPE Training Event Brunswick Co., 10/21-24 - 15 hr.
16. Small Water System Operation and Maintenance, Sylva, 7/16 - 6 hr.
17. 2002 Technical Program, NCAWWA, 11/18 13 hr.
18. Bloodborne Pathogens Training, Shelby, 10/30/02 (test results) 1 hr.
19. Case Studies in Env. Medicine: Lead Toxicity, (ATSDR) - 2.5 hr.
20. Envirorisk, 12/20 – CDC Course - 2.5 hr
21. Foodborne Disease Outbreak: Botulism in Argentina – CDC Course – 12/20 - 3.5 hr.
- 21-A – Mountain Area Education District Meeting, Asheville, 12/17 - 4 hr.

2003 Requests

22. Botulism in Argentina (CDC Foodborne Disease Outbreak Invest. Case Study)
Raleigh, (Parker-Lincoln), 1/14 - 5.5 hr.
23. Building GIS Capacity in Local Health Departments, Durham, 1/6-1/8 - 15 hr.

3.

24. Eastern Env. Health Supervisor's Assoc., Greenville, 1/24 - Cancelled Moved to 2/20	3 hr.
25. FDA Food Code Video Teleconference, all satellite sites – 3/4 - 3/5 -	12.25 hr.
26. Food Related Provisions of the Bioterrorism Act – Teleconference, all sites – 1/29 -	2 hr.
27. Mid Atlantic Mosquito Control Association, Portsmouth, VA., 2/12 – 2/14 -	10 hrs.
28. Northeastern Dist. Env. Health Section Meeting, Greenville, 1/10 -	4 hr.
29. Swimming Pool Spa Operators Courses –2 day – all sites, dates -	13.25 hr.
30. Swimming Pool Spa Operators Courses – 1 day – all sites, dates	6.25 hr.
31. Basic Supervision Workshop, Asheville, 1/15-1/16 & Wilimington 2/5-2/6	10 hr.
32. Strengthening Supervisory Skills	11 hr.
33. Supervisors' Update, Greensboro, 1/10 & Wilmington, 5/15	5.75 hr.
34. Epi Team Training – Functions & Responsibilities in Comm. Disease Outbreaks & Bioterrorism Scenarios (Botulism in Argentina, Computer-based module), 2/7	5.25 hr.
35. Soil Science Society of N.C., Raleigh, 1/14-1/15 -	12.75 hr.
36. Eastern District NCPHA, 2003 Annual Meeting, Sunset Beach, 5/7-5/8 -	8 hr.
37. AdvanTex Treatment System, AX-20 (OSWW Treatment) Design & O &M Workshop Kill Devil Hills, 1/16 -	3 hr.
38. Fundamentals Course in Radiological Monitoring, Raleigh, 1/3 -	3 hr.

Board Action: Nilla Sloop made the following recommendations from Committee: #10 – denied, #24 – date was moved to 2/20/03, added #38 Fundamentals Course in Radiological Monitoring - 3 hr. Hold on-line courses to discuss later #'s 25 & 34. All other courses approved. All votes affirmative.

Mr. Salmen asked if the Education Committee was keeping track of video conferences. On-line courses to be discussed later.

Website Report – Andre Pierce, Malcolm Blalock brought the Board up to date on the RS Board Website development. Copies of the Website design had been sent by E-mail to the Board. Next Steps: If there are any more changes, board members can contact Andre Pierce through E-mail. Camille Bishop will be the main contact person and she will update the database monthly and send to Andre Pierce. Decision was made to go with Mindwatering.com to host the Board's Website. Name of the Board's Website domain is www.rsboard.com. Mr. Pierce stated that the Website should be up and running by February 3rd.

The contract for Mr. Andre Pierce's contract was approved and signed for \$1,000 for development of the Board's Website. Ms. Bishop to send Mr. Pierce a check and an original contract.

The Board adjourned Session at 1:30 p.m.

The Board went back in Session at 1:50 p.m.

Environmental Public Health Law Course Request – Jamie Camp/Marty Allen from Cleveland County appeared before the Board to request the Board to grant Mr. Camp leniency to complete the Environmental Public Health Law Course before suspending or revoking his registered sanitarian license. Mr. Camp did not complete the Environmental Public Health Law Course within 4 years of his employment date which was October 16, 1998. Mr. Camp had contacted Richard Dideriksen at the School of Public Health and the next Public Health Law Course will be given June 3-5, 2003. Mr. Camp is already enrolled in this class. Mr. Camp had informed the Board in a letter that he had not been sufficiently notified and had thought he had another year to complete the course. (The Board always sends a notice when an intern passes the NEHA exam, etc., that a person has 4 years within their date of employment to complete the Environmental Public Health Law Course. Mr. Camp had been sent this notice) Mr. Marty Allen, Jamie's Camp's supervisor spoke in support of Mr. Camp to the Board to grant leniency for Mr. Camp to complete the Environmental Public Health Law Course and not to revoke Mr. Camp's license at this time. Board Members asked several questions of Mr. Camp. Mr. Salmen thanked Mr. Camp and Marty Allen for coming and that he would contact Mr. Camp in writing or by phone regarding the Board's action.

He informed Mr. Camp that he could still legally practice until he receives official notice from the Board that he cannot practice.

The Board went into Closed Session

The Board went back into Open Session at 2:45 p.m.

Board Action: A motion was made by Nilla Sloop, seconded by Linda Sewall that Jamie Camp be sent a letter from the Board notifying him that his 2003 Renewal Certification is denied based on his failure to complete Environmental Public Health Law Course within the first four years of employment, and therefore not meeting the requirement in 90A-64, related to A-5 "Failing to renew a certificate as required". All votes affirmative except Mr. Salmen who abstained.

The Board discussed a time for the appeal. The procedures will be listed in the letter to Mr. Camp. (Date to be determined.) Mr. Salmen will get in touch with John Barkley regarding some dates.

Secretary's Report – Ann Gilstrap

Ann Gilstrap handed out revised **Travel and Expense Reimbursement Policy**. The guidelines are now more consistent with the State's guidelines. Mileage reimbursement changed January 1, 2003 from .365 cents per mile to .36 cents per mile. Regarding qualifications for Overnight Stay, which the Board had discussed at length previously - For Board Members attending a one-day meeting where travel requires departing from their duty station prior to 6 am or returning after 8 pm or exceeding 6 hours of travel (drive) time in one day, may elect to stay overnight. Ms. Gilstrap noted several other changes. (The guidelines are filed with the minutes)

Board Action: A motion was made by Linda Sewall, seconded by Dicke Sloop to approve the Travel and Expense Reimbursement Policy. All votes affirmative.

Ms. Gilstrap brought up the fact that the Secretary/Treasurer should sign the letter informing sanitarians that their license is not being renewed. Ms. Bishop will follow up with Ms. Gilstrap.

Malcolm Blalock – Payment for Website Development

Board Action: - A motion was made by Nilla Sloop, seconded by Terry Pierce to send Malcolm Blalock a \$100 for Website development. All votes affirmative. Camille Bishop will send a check to Malcolm Blalock.

Education Committee Report – Nilla Sloop – continued.

. Anthony Ashby – approved as an Intern on December 11, 2000. He failed to complete his continuing education for 2002 and is reapplying as an Intern effective today. The Board discussed. **Dicke Sloop made a motion from Committee that Anthony Ashby's intern application be approved. All votes affirmative.**

. Validation of FDA On-Line Course and other video courses. Mr. Salmen informed the Board that a policy has already been approved by this Board on June 5 regarding videoconferences. It states that **"The Board shall require registration and verification of attendance to be considered for continuing education credits."** So any on-line or videoconferences will to show attendance or verification.

Board Action: A motion was made by Dennis Salmen, seconded by Linda Sewall to approve #24 and #25 – The FDA Course sent in by Sue Grayson approved, contingent on complying with the criteria of verification of registration. All votes affirmative.

Secretary to the Board Report – Camille Bishop

. Draft of Renewal Card from the printer at Wake County – A draft of the 2003 Renewal Card was shared with the Board. Nilla Sloop will check on location of the seal. Consensus by the Board to approve the draft.

. Failed to Renew – 2003. Camille Bishop handed out a List. A total of 71 sanitarians/interns have not renewed to date – 12 are on hold, 16 have notified Ms. Bishop that they are sending in their renewal. That will leave

43 sanitarians/interns that do not plan on renewing. Ms. Bishop to send a notification of expiration of license from the Secretary/Treasurer to those who have not renewed.

2003 Directory - The Board discussed whether the Board should have the 2003 Directory printed. Ms. Sloop stated that if we do not print the directory, we need to send some type of explanation to registered sanitarians of why we are not printing the Directory. Some of the reasons being that there are constant changing of telephone numbers and location of people as well as the cost of printing and mailing directories. It will be more efficient to update electronically on the Website monthly. It is a business decision. If you cannot copy, contact Camille Bishop to get necessary information. **It was consensus of the Board not to print the 2003 Directory.** Ms. Sloop mentioned that she had received a suggestion of what we could use some of our RS money for, i.e out-of- state speakers, training. We need to look into what other states are doing with their RS money. Dennis Salmen stated he would be willing to follow up on this.

Meeting and Exam Dates

The following dates were set for RS Board Meetings and Exam Dates

April 3 & 4 – Wilmington – Dennis Salmen to contact New Hanover County Health Department

August 14 & 15 – Asheville – Camille Bishop to contact persons in Asheville

October 23 & 24 – Raleigh - Linda Sewall to secure place in Raleigh

Election of Officers for 2003

Board Action: A motion was made by Ann Gilstrap, seconded by Nilla Sloop to retain Dennis Salem as Chairman. There were no other nominations. All votes affirmative.

Board Action: A motion was made by Nilla Sloop, seconded by Ann Gilstrap to nominate Linda Sewall as Vice-Chairman. There were no other nominations. All votes affirmative.

Board Action: A motion was made by Terry Pierce, seconded by Dennis Salmen to retain Ann Gilstrap as Secretary/Treasurer. There were no other nominations. All votes affirmative.

The meeting was adjourned.

Respectfully submitted,

Ann Gilstrap
Secretary/Treasurer

Approved _____