

RS BOARD MINUTES

8/12/04

Called Board Meeting

The called meeting of the North Carolina Board of Sanitarian Examiners was held on Thursday, August 12, 2004 at 12 Noon at Western Carolina University, Moore Hall in Cullowhee, N. C. Those in attendance were: Nilla Sloop, Malcolm Blalock, Ann Gilstrap, Terry Pierce, Dr. Burton Ogle, Tim Green, Sheila Nichols, Perry Solice, Jr. and Camille Bishop. Mack Dendy was absent.

Call to Order - Nilla Sloop, Chairman, called the meeting to order at 12:07 p.m.

Conflict of Interest Statement – Nilla Sloop 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.

Approval of the May 25, 2004 Minutes – Malcolm Blalock asked for one change to be made in the “Oath of Office Statement” – to add the Judge’s name that administered the oath. Ms. Bishop will correct.

Board Action: A motion was made by Ann Gilstrap and seconded by Malcolm Blalock to approve the May 25, 2004 Minutes as submitted with the requested change. All votes affirmative.

Closed Session Minutes, May 25, 2004 – Gerald Strickland

Board Action: A motion was made by Malcolm Blalock, seconded by Perry Solice to approve the Closed Session Minutes of May 25, 2004. All votes affirmative.

Nilla Sloop informed the Board that “Closed Minutes” can no longer be sent to Board Members electronically. Ms. Bishop will send all “Closed Minutes” in the mail.

Financial Reports – May, June, July, 2004

Board Approval: A motion was made by Ann Gilstrap, seconded by Malcolm Blalock to approve the May, June, July Financial Reports as submitted. All votes affirmative.

Chair’s Report – Nilla Sloop

- . Ms. Sloop received a written statement on August 10 from John Barkley on the question we had asked related to RS’s taking water samples. Letter filed with the Minutes. She pointed out to the Board to pay particular attention to Paragraph #4 where it states – “However, since the rule is addressing **local** standards, it would not encompass the activities of persons in the Public Water Supply Section in DEH.”
- . The Code of Ethics has been posted on the Website.
- . Ms. Sloop reported that she has not had any contact with Kim Richardson, nor has John Barkley. She will follow up with Mr. Barkley regarding a letter that should have been sent to Kim Richardson from the Attorney General’s office.
- . Ms. Sloop has received several phone calls regarding NEHA’s “Open Window of Opportunity”. They could not understand the fee structure or what Member/Non-Member meant. Ms. Sloop will follow up with NEHA regarding how many contacts they have had from North Carolina.
- . Ms. Sloop will report on RS Board activities at the NCPHA Environmental Health Section in New Bern. Plaques will be given to Dennis Salmen and Eddie Pierce for their service to the Board. Certificates of appreciation will be sent to Linda Sewall and Dr. Trenton Davis.

Vice-Chair’s Report – Terry Pierce

The Board had discussed previously Andre Pierce’s contract continuation and expansion of our Website. C.I.T. and other authorization persons are experiencing the same dilemma of tracking educational hours. Terry Pierce reported on a meeting with C.I.T. and others regarding how the RS Board, C.I.T. and authorization people could work together to pursue a more efficient and economically feasible way to store data together. He passed a chart around depicting how it might work and how data could be shared. We will look at linking training to the database. Nilla Sloop pointed out that we need to make sure that we have a separation of the State and the RS Board. Other interested parties will be invited to attend our Board Meeting in October to discuss this endeavor.

Terry Pierce also reported there is going to be a meeting regarding merging Meat Market and Restaurant Rules. This will not change anything in C.I.T. other than the way they teach it.

Secretary/Treasurer's Report – Ann Gilstrap

- . Ms. Gilstrap referred to the "Travel and Expense Reimbursement Policy effective July 1, 2003." Ms. Gilstrap pointed out that any time you are conducting Board business, you are eligible for the reimbursement ,i.e. committee meetings, investigations, etc.
- . 2003 Audit has been completed. Ms. Gilstrap passed around a copy sent by E-mail from Shelton Hawley. She shared highlights of the Audit. The Audit is much more in depth than in the past due to the requirements in reporting to the State. Mr. Hawley's fee also went up \$500 due to Secretary of State requirements. The Board's assets decreased in 2003 by 2.53% based on our operating expenses exceeding our operating revenues. We had a decrease in exam receipts. We also had an increase in investigations and committee meetings which increased our expenses substantially. We may need to bring this up at NCPHA to inform the membership that that our income has been decreasing and our expenses are increasing due to investigations and committee meetings, etc. There were no discrepancies in the Audit. Ms. Bishop will send copies to Board Members.

Board Action: A motion was made by Malcolm Blalock, seconded by Terry Pierce to approve the 2003 Audit. All votes affirmative.

- . Board of Ethics Newsletter – Ms. Gilstrap encouraged Board Members to read.

Out of Session at 12:30 p.m.

In Session at 1:11 p.m.

Legislative Committee Report - Ann Gilstrap

Ms. Gilstrap reported from the Legislative Committee. Copies of the revised rules and laws were sent out electronically to Board Members reflecting the changes the Legislative Committee is recommending. Ms. Gilstrap highlighted the changes. The Board discussed. Board Members made other suggestions/changes. Ms. Gilstrap plans to take the suggested changes to her next Legislative Committee meeting on August 19. She will send Board Members revised copies after this meeting and present again at the September meeting. She is also planning to present the changes to the NCPHA Environmental Health Section meeting in New Bern and also to the NCEH Supervisors' Conference in November at Southern Pines, N.C.

Secretary to the Board's Report – Camille Bishop

- . Public Health Law – Ms. Bishop reported that there are no delinquents for 2004.
- . Permanent Registration for Fletcher Pipes effective August 25, 2004. Ms. Bishop has verified employment with Forsyth County.

Board Action: A motion was made by Malcolm Blalock, seconded by Tim Green to approve Fletcher Pipes for permanent RS status effective 8/25/04. All votes affirmative with the exception of Dr. Burton Ogle who abstained.

Old Business

Website Future - Extending Andre Pierce's contract on a month-to-month basis.

Board Action: A motion was made by Terry Pierce, seconded by Malcolm Blalock to approve extending Andre Pierce's contract on a month-to-month basis. All votes affirmative.

Essay Questions – Malcolm Blalock

Malcolm Blalock shared copies of two new essay questions. He reviewed the new essay questions. The Education Committee will review and approve other essay questions as they are submitted.

Financial Report – Malcolm Blalock

The Board had discussed previously moving our bank account from First Citizens to the State Credit Union. Ms. Bishop has contacted First Citizens and they had been charging us a service charge. They now have the RS Board account set up on a different plan and will not be charging us a service charge. Mr. Blalock talked with the State Treasurer's office regarding the STIF account. You can get money out when

you need it and deposit it if you need it. It also has a good interest rate. Mr. Blalock feels we can do better than we can with First Citizens and feels we should transfer the RS Board account to the State Credit Union. We need to look at transferring some of the money to a Money Market account and perhaps move some to the STIF account. Len Gilstrap and Camille Bishop to follow up and report back at the September meeting.

Reciprocity Issue – Malcolm Blalock

Mr. Blalock reported that he had contacted the Executive Director of the RS Board in Ohio regarding what their requirements were compared to ours. The major differences are they do not have the same training as as compared to our Centralized Training program. Secondly, they are administering the PES exam rather than the NEHA and they do not administer the oral or essay. A one-week course is offered by the State Health Department for new interns on some basic environmental health science. This is voluntary. The Committee did not feel that they could grant reciprocity to Ohio. Their rules, training are not equivalent to North Carolina. The same is true with California. Mr. Blalock has contacted NEHA to get information regarding other states' rules, etc., and plans on putting a notebook together for the Board's use.

Closed Session

Board Action: A motion was made by Terry Pierce, seconded by Malcolm Blalock to go into Closed Session. All votes affirmative.

Back in Session at 5:50 p.m.

Board Action: A motion was made by Terry Pierce, seconded by Perry Solice for the Board to proceed with disciplinary action regarding Gerald Strickland and for the Investigation Team to contact the Attorney General Office to get direction. The Investigation Team to report back to the Board at the September meeting and for the Board to consider the recommendations by the Attorney General's office. All votes affirmative with the exception of Sheila Nichols and Tim Green. The motion passed. Ms. Sloop will ask John Barkley to be at this meeting.

Appointment of an Investigation Team to look into the Warren County incident.

Nilla Sloop, Chairman, appointed Malcolm Blalock and Perry Solice to investigate the incident in Warren County and to report back to the Board at the October meeting.

New Business

CIT Committee – Shelia Nichols

Ms. Nichols shared a copy of the CIT Committee Report and reviewed highlights. (A copy is filed with the Minutes.) CIT now has a new Website created by Chris Joyce. C.I.T. will be offered twice this year. The next meeting is September 9th at 10 a.m.

Burton Ogle asked if there was any way that accredited schools could have some of their courses looked at to see if some of them could be exempt from some areas of C.I.T.? He had talked to Christopher Joyce regarding this, but Chris has not brought this issue up yet. The Board discussed C.I.T. training and the authorization process.

SOP Committee – Ann Gilstrap

Ms. Gilstrap reviewed highlights from the SOP Meeting. They are trying to extend courses to use other forms of alternative methods – media, CD's, etc. Ms. Gilstrap was concerned that some of these alternatives may not work with the RS Board. Bill Browder is retiring. Bioterrorism training and long-distance learning was also discussed.

New Forms – Malcolm Blalock

Mr. Blalock handed out a packet of new forms and related information. He reviewed highlights of the forms – Examination Proctor Application, Examination Proctor Approval Process, Affidavit of Nondisclosure for Examination Proctors, Application for Reciprocity in North Carolina, 30 Semester Hour Science Qualification, Academic Requirements for Registration in North Carolina, Guidance Document for

Transcript Evaluation Process and the new essay questions. (Forms attached to the Minutes.) Regarding the “Academic Requirements for Registration in North Carolina”, the course listings will be updated as needed. The Board to send Mr. Blalock any suggested changes. The forms and information will be posted on the Website at a later date.

Fast-track Approval – Malcolm Blalock

Purcell Locklear – Requesting fast tracking. He has already passed the NEHA portion. (His oral and essay scores were taken in 1996 which is past the 5 year period that the Board had previously voted on.)

Board Action: Malcolm Blalock made a recommendation from the Education Committee that Purcell Locklear take the oral and essay tests over and then be considered for fast tracking when passing these tests. All votes affirmative.

Felissa-Marie Vazquez - She is requesting fast tracking based on 10 months of experience. She has not passed the NEHA. Malcolm Blalock made a recommendation from Committee to grant Felissa-Marie Vazquez 10 months experience towards RS status after passing the NEHA exam and other requirements. All votes affirmative.

Military Hardship – Christy Allred

Christy Allred is presently serving in Iraq. Her orders were sent to Ms. Bishop.

Board Action: Malcolm Blalock made a recommendation from the Education Committee that a Military Hardship be granted to Christy Allred. All votes affirmative. Ms. Bishop will write her a letter from the Board informing her and her supervisor of this approval.

Chad Weston – Ohio – Reciprocity Appeal

Dr. Ogle and Mr. Blalock had reviewed Mr. Weston’s request and transcripts for Reciprocity. It was determined that he did not have enough science hours for grant Reciprocity in North Carolina.

Board Action: Malcolm Blalock made a recommendation from the Education Committee that Reciprocity not be granted to Chad Weston based on the fact that he did not meet the required 30 semester hours of science and the State of Ohio does not meet equivalent requirements. All votes affirmative. Mr. Blalock will write Chad Weston a letter informing him of the Board’s decision.

New Intern Applications Requests for August

<u>Intern</u>	<u>County</u>	<u>Degree</u>	<u>University</u>
Rebecca Rosso	Alamance	BS Environmental Studies	Elon College
Nicholas Webb	Cabarrus	BS Atmospheric Science	UNC-Asheville
Christina Turner	Gaston	BS Sociology	Belmont Abbey College
Timothy Dutcher	Mecklenburg	BS Biology	UNC-C
Frederick Watkins	Brunswick	BS Environmental Science	UNC-W
Tracy Perez	Carteret	BS Biology	High Point Univ.
Alisa Moser	Alamance	BS Animal Science	NC State
Angela Manning	Pitt	BS Biology	East Carolina
Susan Gwynn	Rockingham	BS Biology	Appalachian State
Jessica Stallings	Pitt	BS Environmental Health	East Carolina
Purcell Locklear, Jr.	Moore	BS Environmental Health	East Carolina
Diana L. Hester	Bladen	BS Biology	UNC Pembroke
Bryan Hancock	Richmond	Environmental Health	East Carolina
Dickson Sese	Mecklenburg	MA Environmental Management	Montclair University
Michael Glisson	Durham	BS Resource Mgmt	College/Env. Science/ Forestry
Jamie Turlington	Harnett	BS Wildlife Sciences	NC State
James M. Gambill	Appalachian Dist.	BS Animal Science	NC State
Jennifer Kincaid	Johnston	BS Environmental Health	East Carolina

Pending Transcript

Natalie R. Hinton	Wake	BS Environmental Health	Western Carolina
Eugenia Dial	Wake	BS Biology	UNC-Pembroke

Board Action: A recommendation was made by Malcolm Blalock from the Education Committee to approve the Intern Applications/Pending Applications with the exception of Michael Glisson who did not meet the 30 hour science requirements. All votes affirmative.

Continuing Education Request for August 12, 2004

<u>Meeting</u>	<u>Location</u>	<u>Dates</u>	<u>CE</u>
<u>Hours</u>			
1. Terrorism, Preparedness & Public Health Meeting	Raeford	06/24/04 06/24/04	6.00
2. NCPHA Annual Conference - Enviro. Health Section	New Bern	08/24/04 08/26/04	9.00
3. Rowan County Smallpox Tabletop Exercise WShop	Salisbury	06/23/04 06/23/04	4.50
4. Indoor Environmental Health & Technologies Conf.	Orlando,FLA.	06/23/04 06/25/04	14.25
5. Pump Controlled On-site Wastewater Systems	Morehead City	06/23/04 06/25/04	17.25
6. Advanced On-Site Wastewater Workshop	Lexington	08/24/04 08/24/04	15.00
Advanced On-Site Wastewater Workshop	Fletcher	08/31/04 08/31/04	15.00
Advanced On-Site Wastewater Workshop	Fletcher	09/12/04 09/12/04	15.00
7. State Stormwater Management Program & 401 WQ	Morehead City	06/24/04 06/24/04	3.75
8. Association of Food & Drug Official Educ. Conf.	Pittsburg, PA.	06/21/04 06/23/04	15.00
9. Preparedness Update: Agroterrorism & PH Conf.	Greensboro	06/24/04 06/24/04	1.50
10. Southern Branch of the American Soc./ Agronomy	Biloxi, MS	06/27/04 06/29/04	15.00
11. Northeastern Dist. Quarterly Meeting	Greenville	07/09/04 07/09/04	4.00
12. Terrorism Training- Emergency Response	Lexington	02/24/04 02/26/04	12.00
Terrorism Training- Emergency Response	Lexington	03/16/04 03/18/04	12.00
Terrorism Training- Emergency Response	Lexington	04/06/04 04/08/04	12.00
Terrorism Training- Emergency Response	Lexington	04/20/04 04/22/04	12.00
13. Spanish II College Course	Asheville	04/20/04 06/22/04	15.00
14. Introduction to GIS with ArcGIS Workshop	Boone	05/12/04 05/13/04	15.00
15. Radon Technology for Mitigation Training Course	Greensboro	08/09/04 08/13/04	15.00
16. Working Together: PH Response to Bioterrorism	Wilmington	08/11/04 08/12/04	12.00
17. Emerging Infectious Diseases & Bioterrorism Risk	Greensboro	07/20/04 07/20/04	1.50
18. American Swimming Pool - Licensed Aquatic Tech.	Greenville	02/13/04 02/13/04	7.25
19. Team Building Across Public Health Disciplines	Wilmington	02/17/04 2/17/04	3.50
Team Building Across Public Health Disciplines	Wilmington	03/05/04 03/05/04	3.50
Team Building Across Public Health Disciplines	Wilmington	03/15/04 03/15/04	3.50
Team Building Across Public Health Disciplines	Wilmington	04/02/04 04/02/04	3.50
20. Foodborne Disease Outbreak Investigation -CDC	Internet	07/15/04 07/15/04	3.00
21. Introduction to Arc GIS I	Charleston,SC	06/24/04 06/22/04	13.00
22. Radiological Training Workshop	Wilmington	07/16/04 07/16/04	3.00
23. Clandestine Meth Labs – Buncombe County	Asheville	06/30/04 06/30/04	2.00
24. Interstate Environmental Health Seminar	Point Clear, AL.	07/07/04 07/09/04	10.75
25. North Central Environmental Health Dist. Meeting	Roxboro	08/05/04 08/05/04	4.00
26. Carb 200 Series Training (MARAMA)	Frederick, MD	06/21/04 06/24/04	15.00
27. Outbreak Investigation & Control - SOP	Asheville	07/21/04 07/23/04	19.25
28. Global Positioning Systems – Div. Of Emerg. Mgmt.	Morganton	07/20/04 07/21/04	14.00
29. NC APWA-Solid Waste Annual Conference	Atlantic Beach	08/19/04 8/20/04	6.00
30. Advanced OSWW Section Workshop	Wadesboro	09/01/03 09/03/04	15.00
31. Customs & Border Protection Training	Glynco, GA.	01/21/04 04/14/24	15.00
32. Small Systems Operations & Maintenance	Sanford	09/23/04 09/23/04	6.00
33. NCWOA Advanced Day Workshop	Raleigh	09/29/04 09/24/04	6.00
34. WNCPHA Mountain Educational District	Hickory	05/27/04 05/27/04	5.00

Board Action: A recommendation was made by Malcolm Blalock from the Education Committee to approve the Continuing Education List as submitted with the following exceptions of #3 and #23 to hold until more information is obtained to see if the sessions were open to other EH Specialists, #7 change hours from 4.00 hrs. to 3.75 hrs., #31, Customs & Border Protection Training – denied. All votes affirmative.

Exam Participants for 8/13/04

Camille Bishop gave copies of the exam participants to the Board. There are 13 total taking the exam – 12 are taking the NEHA exam. Malcolm Blalock discussed the atmosphere and grading of the oral exams and made some recommendations. Board Members discussed.

Next Meeting – September 12, 2004 in Raleigh at the Parker Lincoln Building.

Respectfully submitted,

Ann Gilstrap
Secretary-Treasurer

Date Signed _____