

## RS BOARD MINUTES 10/28/04

### **Called Board Meeting**

The called meeting of the North Carolina Board of Sanitarian Examiners was held on Thursday, October 28, 2004 at the Parker Lincoln Building, DEH Conference Room in Raleigh, N. C. Those in attendance were Nilla Sloop, Malcolm Blalock, Ann Gilstrap, Terry Pierce, Dr. Burton Ogle, Tim Green, Sheila Nichols, Perry Solice, Mack Dendy and Camille Bishop. John Barkley, Attorney General's office, also attended.

**Call to Order** – Nilla Sloop, Chairman, called the meeting to order at 12:05 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 September 13, 2004 Minutes** – Malcolm Blalock asked that one change be made at the Bottom of Page 1 to change to “Also, to give authority to the Treasurer to move funds between accounts as needed and report any transfers back to the Board.”

**Board Action: A motion was made by Mack Dendy, seconded by Ann Gilstrap to approve the September 13 Minutes as amended. All votes affirmative.**

**Approval of the Closed Session Minutes of September 13, 2004** – Nilla Sloop made one change.

**Board Action: A motion was made by Mack Dendy, seconded by Malcolm Blalock to approve the Closed Session Minutes of September 13, 2004 as amended. All votes affirmative.**

### **Approval of the September, 2004 Financial Reports**

**Board Action: A motion was made by Terry Pierce, seconded by Perry Solice to approve the Financial Report for September 2004. All votes affirmative.**

### **Chair's Report** – Nilla Sloop

Ms. Sloop reported on a conversation she had with a Dickson Sese who was attending CIT Training. He is an intern from Mecklenburg County who had previously asked the Board for reciprocity in North Carolina from New Jersey which the RS Board did not grant. Mr. Sese is questioning this decision. Ms. Sloop had asked that he put something in writing to the Board. Mr. Pierce will address this further in his report.

Dennis Salmen had contacted Ms. Sloop regarding some information that needed to be posted on the RS Board Website, and she had referred this information to Andre Pierce. (A copy given to Camille Bishop.)

**Vice-Chair's Report** – Terry Pierce distributed a letter he had received from Dickson Sese, an intern from Mecklenburg County. (Letter filed with the Minutes). In the letter Mr. SeSe states that “he had examined in detail the rules and regulations for both New Jersey and North Carolina. Also, that he has a firm and educated belief that the New Jersey rules and regulations are more stringent than those of North Carolina.” Mr. Sese is requesting that the Board re-evaluate their prior decision and would like to appear before the Board to appeal this decision.

The Board discussed at length. Malcolm Blalock asked John Barkley what procedure should be used in dealing with this type of appeal recognizing that frequently we do not allow a course to be counted that an individual thinks should be counted. Are there provisions for allowing for a formal appeal? John Barkley will follow up and report back to the Board.

Terry Pierce stated that he feels we need to look at “Reciprocity” in our rules. He feels that we really don't have true “Reciprocity”; that there is not a State that we could grant true “Reciprocity”. The rules need to state that Reciprocity will not be granted, but credit or previous experience on an individual basis would be counted. We need to streamline the process when looking at Reciprocity from another state.

John Barkley stated that the Board needs to change something in the Reciprocity Statue, 90A-62. Ann Gilstrap reminded the Board that we have a statue regarding “when somebody is qualified to register as a registered sanitarian based on our standards.” In the rules we are suppose to elaborate on those requirements. She noted that the Education Committee was to “add more meat” to this. Ms. Gilstrap agrees with Mr. Pierce that something needs to be done in regards to Reciprocity. The Education Committee to look at re-wording 90A-62 in the rules.

Under 90A-62 Mr. Barkley suggested that we could look at taking out “but not lower than those required by this Article.” You can end at “whose standards are acceptable to the board.” The Board could then define what is acceptable for “Reciprocity”.

Dr. Burton Ogle feels that the Board needs to look at individual circumstances. In the past Dr. Ogle had stated that we don’t want to exclude good applicants from applying to N.C.

Terry Pierce feels we could say “that the Board doesn’t grant reciprocity, but the Board will look at the individual’s records and let them know where they qualify or stand.”

Mack Dendy stated we need to look more at approving on an individual basis rather than a state basis. John Barkley feels the Board needs to handle on a “case by case” basis.

#### **Follow-up Regarding Reciprocity**

Nilla Sloop/John Barkley to draft a letter to Dickson SeSe regarding his appeal. It was the consensus of the Board to strike the last wording in 90A-62, “but not lower than those required by this Article”. The Education Committee to bring back a proposal to the Board on wording in the rules and laws regarding reciprocity. The Education Committee needs to send Ann Gilstrap new wording as soon as possible for Legislative Committee.

**CIT Training** – Terry Pierce brought up for discussion CIT Training credit for Continuing Education. The Board had previously voted not to give credit for CIT Training until all the modules had been completed. Several people have questioned this. Mr. Pierce feels this is not a fair way to do this. If they are getting education, they are getting education. Some interns do not finish in one year and it is hard to send them to another training due to budget constraints, etc. Ann Gilstrap stated that she feels that whatever the Board does, we need to be consistent. The Board discussed carrying over hours, etc.

**Board Action: A motion was made by Terry Pierce, seconded by Mack Dendy that the Board accept each module of CIT Training as meeting the annual 15 Continuing Education hours for that year. All votes affirmative.**

Terry Pierce continued with his report. Mr. Pierce would like to invite Rodney Long and Andre Pierce to meet with the Board at our first meeting in 2005 to discuss how we can all work together on a common database for RS Board, C.I.T. and Authorization.

**Out of Session at 1:00 p.m.**

**Back in Session at 1:25 p.m.**

#### **Secretary/Treasurer’s Report** – Ann Gilstrap

Ms. Gilstrap made several recommendations regarding the Financial Reporting.

- . Consolidate monthly reports into a quarterly report for the Board
- . Ms. Bishop will update the Board at each meeting on the balance
- . Consolidate the paperwork – streamline to Account Balance Report /Comparison Report/ one page STIF account.

Ms. Gilstrap also suggested that Ms. Bishop have a laptop computer which would be more efficient in conducting business for the Board. The RS database could be transferred as well as other information to this computer. Also, it would be helpful to bring up information at meetings and for recording minutes. Ms. Bishop also needs to purchase a new printer – the rollers are sticking, papers going through all at one time, etc. Malcolm Blalock will check on prices for a laptop and report back to the Board by E-mail. Camille Bishop to check on prices for the printer and present to Ann Gilstrap for approval to purchase.

Someone mentioned during this discussion whether the Board had a computer. When the Board discovered that they did not have a computer, it was decided that one is needed to keep the Board's records rather than being dependant on the Secretary to the Board having their own personal computer to use for Board business.

**Secretary to the Board Report** – Camille Bishop

2005 Newsletters and Renewals were mailed out. These were also posted on the Board's Website.

**Old Business**

**Report on Gerald Strickland Case** – Nilla Sloop/John Barkley

Ms. Sloop reported that a certified letter was sent to Gerald Strickland on September 23, 2004. Ms. Sloop received a letter back from Mr. Strickland on October 6, 2004 asking for production of documents and a continuance to personally appear before the Board on or after January 26, 2005. Ms. Sloop responded back to Gerald Strickland by certified letter that we would hold a hearing on a date after January 26, 2005, that the Board would be meeting on October 28, 2004, and the date for the rescheduled hearing would be made at that time. Also, that the Board would inform him of the date, time and place for the hearing. (Copies of the letters are filed with the Minutes.)

John Barkley reviewed some of the contents in Gerald Strickland's letter. One of the things Mr. Strickland states in his letter is that he will not be practicing when he gets released in January. Mr. Barkley recommended that the Board get a notarized statement from Gerald Strickland stating that he will not be practicing as a Registered Sanitarian until after his hearing date. The Board discussed Mr. Strickland's 2005 renewal and will plan to address this when it comes up. Also, Malcolm Blalock feels we need to get a statement from Mr. Strickland's employer stating that Gerald Strickland will not be allowed to practice until after the hearing.

The hearing date was set by Nilla Sloop with consensus of the Board for **February 18, 2005 at 10 a.m. at Wake Commons, Raleigh, Room 103**. John Barkley will respond to Gerald Strickland informing him of the hearing date. This date is subject to his agreement to provide a notarized statement from him and his employer that he is not going to practice as an R.S. pending the hearing. If Mr. Strickland does not adhere to this request, then the Board would set the hearing date closer to his release date.

**The Board went into Closed Session at 2:05 p.m**

**Back in Open Session at 3:05 p.m.**

**Investigation on Fred Smith and Marshall Brothers**

During the Closed Session, Malcolm Blalock reported on the results of the investigation on Fred Smith and Marshall Brothers. A recommendation was made in Closed Session.

**Board Action: A motion was made by Terry Pierce, seconded by Ann Gilstrap for the Board to proceed with a hearing to determine if any disciplinary action should be taken in the Warren County incident. All votes affirmative.**

John Barkley suggested having the hearings separately, starting at 9 a.m. **The hearing date was set by Nilla Sloop with consensus of Board Members for January 7<sup>th</sup> starting at 9:00 a.m. The location to be announced.** John Barkley will send letters to Fred Smith and Marshall Brothers informing them of the Board's action. Dicke Sloop will inform supervisors/ health director of the hearing date and action taken.

**Out of Session at 3:30 p.m.**

**Back in Session at 3:45 p.m.**

**Legislative Committee Report** – Ann Gilstrap

The Legislative Committee has not met. Prior to this meeting, Ms. Gilstrap had asked John Barkley to review Sections 200 and 300 in the Rules. Ms. Gilstrap met with John Barkley this A.M. Ms. Gilstrap reviewed the changes and recommendations in the rules/laws. Regarding 150-B-21 – John Barkley suggested that the Board

designate a rule making coordinator. Ann Gilstrap, Chair of the Legislative Committee, was appointed to serve as the Rule Making Coordinator. Also discussed Section 415 “Code of Ethics”. Malcolm Blalock revised the “Code of Ethics” which was sent out electronically to Board Members. John Barkley has reviewed this and has given his approval. These new “Code of Ethics” will be put into the new rules and laws. Any comments on the Code of Ethics need to be sent to Malcolm Blalock or Ann Gilstrap. No action was taken on the revised Code of Ethics. Additional changes in the rules were noted. **After the appropriate changes have been made, Ms. Gilstrap will send out the revised rules/laws on LHD and EHL ListServe. Ann Gilstrap and Nilla Sloop will report at the upcoming Supervisors’ meeting in Southern Pines. They will ask supervisors to review these changes prior to the meeting.**

Tim Green gave a brief report. He met with the Environmental Health Committee of the Health Directors’ Association about a week ago. The committee expressed interest in Section 0404 – “Investigation of Complaints” – At what point should the Health Directors be informed when investigating a complaint? Should the Board develop a policy and/or should this be put in the rules? John Barkley advised against putting this in the rules, but a policy was needed.

The Board discussed “Oath of Office” and when it should be administered. Interns need this before receiving delegation of authority. Malcolm Blalock feels like it should be done in C.I.T training. Nilla Sloop suggested that the “Oath of Office” be taken at the time the intern application is filled out. The appropriate wording will be put in the rules. It was the consensus of the Board to have the “Oath of Office” administered at the time of application for Internship and documentation sent to Ms. Bishop along with the application.

**Financial Report (Consideration of moving the checking account to the State Employees’ Credit Union and Proposed Operating Budget for 2005.** – Ann Gilstrap

Ann Gilstrap handed out a 2005 Budget Proposal and Information on changing the RS Board Account from First Citizens to the State Employees Credit Union. Ms. Gilstrap reviewed the information with the Board. She pointed out the differences in First Citizens and the State Employees’ Credit Union. The main difference is that First Citizens does not pay interest and the Credit Union does. Computer access would be available for both. To open the account, we will need a letter from the Chairman to the State Employees’ Credit Union authorizing persons to sign the checks. Ann Gilstrap and Camille Bishop would be the two persons that would have access to the account. **Board Action: A motion was made by Ann Gilstrap, seconded by Malcolm Blalock to move the RS Board Checking Account from First Citizens’ Bank to the State Employees’ Credit Union effective January 1, 2005. All votes affirmative.**

**Proposed 2005 Operating Budget** - Ann Gilstrap reviewed a general Proposed Budget. She presented a 3-year comparison. A few changes and suggestions were made. If we get too low in our checking account, we may have to transfer money from our STIF account.

**Board Action: A motion was made by Ann Gilstrap, seconded by Malcolm Blalock to adopt the Proposed Budget for 2005, balancing, if necessary, by using the STIF account. All votes affirmative.**

**New Business**

**CIT Committee – No Report – did not meet.  
SOP Committee Report – No Report – did not meet.**

**Continuing Education Requests** - Malcolm Blalock

<b><u>Education/Training</u></b>	<b><u>Organization/Sponsor</u></b>	<b><u>Location</u></b>	<b><u>Type</u></b>	<b><u>Dates</u></b>	<b><u>CE Hrs.</u></b>
1. Your Water, Your Health, Your Community	NCDEH & NCDHHS	Statesville	W	10/19/04 10/19/04	6.00
2. Practical Anti-Terrorism Training for Public Health	NC Food Safety & Security Task Force	Raleigh	S	10/4/04 10/07/04	15.00
Practical Anti-Terrorism Training for Public Health	NC Food Safety & Security Task Force	Raleigh	S	10/11/04 10/14/04	15.00
3. NC Mosquito & Vector Control Annual Meeting	NCMVCA	Sunset Beach	P	11/08/04 11/10/04	9.75
4. Measuring Effectiveness of the Nation Food Service	FDA	PHTIN Sites*	S	10/13/04 10/13/04	2.00
5. FEMA Debris Operations Course	NC Div. Of Emergency Management	Raleigh	W	07/27/04 07/29/04	15.00

6.	Swana NC Annual Conf.	SWANA North America	Wrightsville Beach	W	08/30/04	09/03/04	14.5
7.	Enforcement Training	DENR	Wilmington	W	07/22/04	07/23/04	8.00
8.	Bloodborne Pathogen/Driver Safety/Section Update	DENR EHSS	Raleigh	P	07/21/04	07/21/04	4.00
9.	Lead Based Paint Risk Assessment: An Update	Georgia Institute of Technology	Raleigh	W	08/05/04	08/05/04	6.00
10.	Lead Based Paint Design Strategies: An Update	Georgia Institute of Technology	Raleigh	W	08/06/04	08/06/04	2.50
11.	Supervision of Lead-Based Paint Course: An Update	Georgia Institute of Technology	Raleigh	W	08/03/04	08/03/04	5.30
12.	Inspecting for Lead Based Paint: An Update	Georgia Institute of Technology	Raleigh	W	08/04/04	08/04/04	5.25
13.	Repairing Small On-site Systems (SOP)	NC ESHOP	Asheville	W	09/08/04	09/10/04	19.00
14.	Lead Investigation and Remediation Workshop	NC ESHOP	Winston-Salem	W	09/22/04	09/24/04	17.75
15.	Northeastern Dist. Quarterly Meeting	NE District, EHS-NCPHA	Greenville	P	10/15/04	10/15/04	4.00
16.	Pretreatment Options & Remote Telemetry -OSWW	E-Z Set Tank Company	Manteo	W	09/23/04	09/23/04	3.00
17.	Rules & Regs for Cross Connection	NCRWA	Mooreville	W	04/23/04	04/23/04	1.00
18.	Portable Water Storage Tank Compliance & Safety	NCRWA	Greensboro	W	04/28/04	04/28/04	1.00
19.	Distribution Training for Water Systems	NCRWA	Hickory	W	06/23/04	06/23/04	6.00
20.	NC Rural Water Association Opening Session	NCRWA	Greensboro	P	04/28/04	04/28/04	1.00
21.	NCRWA Convention - Disinfection By-Products	NCRWA	Greensboro	P	04/28/04	04/28/04	1.00
22.	Central NC Env Health Supervisors Assoc. Meeting	CNCEHSA	Asheboro	P	10/1/04	10/1/04	2.00
23.	Water Environment Federation	WEFTEC	New Orleans, LA	W	10/02/06	10/06/04	15.00
24.	Tech 100: Basics of On-Site Sewage	NC State University	Raleigh	W	09/20/04	09/20/04	6.00
25.	Tech 102: On-Site System Technologies	NC State University	Raleigh	W	09/21/04	09/21/04	6.00
26.	Install 100: Installation of Gravity Systems	NC State University	Raleigh	W	11/30/04	11/30/04	6.00
27.	Install 101: Installation of Advanced Systems	NC State University	Raleigh	W	12/01/01	12/01/01	6.00
28.	Install 110: Installation Field Practicum	NC State University	Raleigh	W	12/02/04	12/02/04	6.00
29.	GIS 100: Introduction to GPS and GIS	NC State University	Raleigh	W	12/06/04	12/06/04	6.00
30.	GIS 110: Using GIS Resources on the internet	NC State University	Raleigh	W	12/07/04	12/07/04	3.00
31.	Soils 220: Water Movement and Soil Treatment	NC State University	Bolivia	W	09/16/04	09/16/04	6.00
32.	O & M Pumps and Controls	NC State University	Bolivia	W	12/14/04	12/14/04	6.00
33.	Subsurface Drip Dispersal System Design	NC State University	Fletcher	W	09/22/04	09/23/04	11.25
34.	Tech 100: Basics of On-Site Sewage	NC State University	Fletcher	W	10/05/04	10/05/04	6.00
35.	Tech 102: On-Site System Technologies	NC State University	Fletcher	W	11/15/04	11/15/04	6.00
36.	Tech 200: Septic System Options for Difficult Sites	NC State University	Fletcher	W	11/16/04	11/17/04	12.00
37.	O & M Pumps and Controls	NC State University	Greensboro	W	12/15/04	12/15/04	6.00
38.	O & M Pumps and Controls	NC State University	Manteo	W	11/01/04	11/01/04	6.00
39.	Quality Assurance for Air Pollution Measurement	SESARM/METRO4 & US UPA	Lake BV, FLA	W	08/23/04	08/26/04	15.00
40.	Incident Command System for Public Health	Central Carolina Community College	Pittsboro	C	10/14/04	10/14/04	4.00
41.	Children's Env. Health Branch Educational Meeting	NC DENR - Edgecombe Comm. College	Tarboro	P	10/21/04	10/21/04	5.00
42.	Emergency Response to Terrorism: Basic Concepts	Alleghany Memorial Hospital	Sparta	W	07/19/04	07/24/04	15.00
43.	VA Association of Professional Soil Scientists Meet.	VAPSS (Annual Field Tour)	Williamsburg, VA	P	10/21/04	10/22/04	5.30
44.	VA OSWW Recycling Association	The Northern Virginia Planning Dist.	Chantilly, VA	P	10/06/04	10/08/04	9.50
45.	Botulism in Argentina Outbreak Investigation	Public Health Reg. Surveillance Team 5	Caswell	W	09/15/04	09/15/04	3.50
	Botulism in Argentina Outbreak Investigation	Public Health Reg. Surveillance Team 5	Montgomery	W	06/11/04	06/11/04	3.50
	Botulism in Argentina Outbreak Investigation	Public Health Reg. Surveillance Team 5	Yadkinville	W	09/30/04	09/30/04	2.75
46.	Epi Information - Computer Software Program	Public Health Reg. Surveillance Team 5	Greensboro	W	06/23/04	06/23/04	7.50
47.	State-County Ground Water Symposium (2004)	Maryland Dept. of Environment	Columbia, MD	W	09/29/04	09/29/04	5.00
48.	Educational Leadership Academy II	NC Dept. Public Instruction/UNC	Asheville	W	03/23/04	03/26/04	15.00
49.	Grade I Collections (Certification Course)	Lenoir Community College	Kinston	C	04/19/04	04/21/04	10.00
50.	Grade II Collections (Certification Course)	Lenoir Community College	Kinston	C	04/21/04	04/23/04	5.00
51.	Lead Safe Work Practices Class	NC DENR	Goldsboro	W	08/11/04	08/11/04	3.00
52.	How to Wring More Water Out of the Good Earth	NC EHSOP	Fayetteville	W	10/13/04	10/15/04	19.25
53.	Practical Antiterrorism: A Common Sense Approach	DHHS	Raleigh	W	10/11/04	10/14/04	15.00
	Practical Antiterrorism: A Common Sense Approach	DHHS	Raleigh	W	10/18/04	10/21/04	15.00
54.	Incident Command System (ICS)	Northampton County Emerg. Mgmt.	Jackson	W	10/4/04	10/05/04	7.00
	Incident Command System (ICS)	Northampton County Emerg. Mgmt.	Jackson	W	10/06/04	10/07/04	7.00
55.	CDC: Courses as listed	CDC	Monroe	I	06/17/04	06/23/04	15.00
56.	Seafood Safety Workshop 2004	NC EHSOP	Pine Knoll Shores	W	11/03/04	11/05/04	TBA
57.	NC Environmental Health Supv. Assoc. Conference	NC Environmental Health Supv. Assoc.	Southern Pines	P	11/18/04	11/19/04	8.25
58.	Outbreak Investigation & Control Workshop (SOP)	NC EHSOP	Greenville	W	12/01/04	12/03/04	TBA
59.	On-Site Sewage: A Single Day Workshop	NC EHSOP	Winston-Salem	W	12/15/04	12/15/04	TBA
60.	Pools: A Single Day Workshop for Prof. Develop.	NC EHSOP	Winston-Salem	W	12/16/04	12/16/04	TBA

61. Pools: A Single Day Workshop for Prof. Develop.	NC EHSOP	Winston-Salem	W	12/17/04	12/17/04	TBA
62. SE District NCPHA Educational Meeting	Duplin County Winery	Rosehill	P	12/10/04	12/10/04	4.50
63. APWA Conference	American Public Works Assoc.	Norfolk, VA	W	05/13/04	05/14/04	4.00
64. Water Leadership Program. Financing Strategies	UNC School of Government	Cullowhee	P	10/26/04	10/26/04	4.00
65. New Mexico Environmental Health Conference	NMEHA	Albuquerque, NM	P	10/18/04	10/21/04	13.5
66. Professional Development Workshop	USDA - NRCS	Sumter, SC	W	3/15/04	3/18/04	?
67. Soil Correlation	USDA - NRCS	Lincoln, Neb.	W	8/16/04	8/20/04	15.00
68. SE District NCPHA Educational Meeting	SE District - NCPHA	Kure Beach	P	09/10/04	09/10/04	4.00
69. NEHA Conference	NEHA	Anchorage, AK.	P	05/09/04	05/12/04	15
70. Arsenic in Eastern N.C. Piedmont Groundwater	Aquifer Protection Section of NCDENR	Raleigh	W	09/22/04	09/22/04	2.00

Added to the List were 69 and 70.

**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 - #3 - change to 9.75 hrs., #6 - change to 14.5 hrs., #8 - change to 4.00 hrs., #20 - deny, #33 - change to 11.25 hrs., #42 - deny - field trip, #43 - 9.5 hrs., #51 - deny - need agenda, #66 - deny, need timed agenda and #67 - deny, need timed agenda. All votes affirmative.**

**Fast Track Request - Emily Walmsley** – requesting RS status based on previous job experience as an Environmental Health Specialist with Monroe County Health Department, Georgia.

**Board Action: A recommendation was made by Malcolm Blalock from the Education Committee to approve the Fast Track Request from Emily Walmsley based on her previous job experience. Effective date – 10/28/04. All votes affirmative.**

**Jason Riggsbee** – requesting RS status based on previous job experience (3 months) at Goldkist, Inc. as a Quality Assurance Supervisor and at Superbrand Dairy (3 years) as a supervisor.

**Board Action: A recommendation was made by Malcolm Blalock from the Education Committee to deny Jason Riggsbee's Fast-Track Request. All votes affirmative.**

**Proctor Application – Ellen Reynolds**

**Board Action: A recommendation was made by Malcolm Blalock from the Education Committee to approve Ellen Reynolds' Proctor Application effective for 1 year.**

**Public Health Law Deferment Request – Mark Nave** – presently based in Australia working as an Environmental Health Officer.

**Board Action: A recommendation was made by Malcolm Blalock from the Education Committee to deny Public Health Law Deferment to Mark Nave. All votes affirmative.** If Mr. Nave cannot obtain his Public Health Law Course before the end of the year and his registration is not renewed, he can always reapply as an intern when he comes back to North Carolina and be fast tracked for registration. Mr. Blalock will send him a letter to this effect.

**Intern Request Applications for October 28, 2004**

<u>Intern</u>	<u>County</u>	<u>Degree</u>	<u>University</u>
Jessica R. Crawford	Warren	BS Biology	NC State
Robbie Evans	Surry	BS Animal Science	NC State
Melanie Nobles	Craven	BS Env. Studies-Geology	UNC-Wilmington
Wayne J. Phillips	Wake	BS Biology	Shaw University
Justin B. Smith	Person	BS Environmental Science	Ferrum College
John C. Williams	Wake	BS Geology	Unv. of South Alabama
David O. Ammons	Jackson	BS Environmental Science	UNC-Asheville

**Needs Transcript**

Rickie L. Holness	Rockingham	MS Plant, Soil/Env. Science	NC A&T State University
Rod W. Thornton	Dare	BS Biological Sciences	Quincy University
		MS Business Adm.	Ohio University

**Board Action: A recommendation was made by Malcolm Blalock from the Education Committee to approve the Intern Requests with the exception of Robbie Evans who needs more Science Hours sent in for approval. Those pending would be approved on receiving their transcripts. All votes affirmative.**

**Exam Participants -** Camille Bishop handed out Exam Participant List. We have 37 exam participants. Tonya Hall contacted Ms. Bishop that she could not attend the exam date. Her intern registration date is up November 1, 2004. Ms. Bishop is sending her a letter notifying her of her expired registration.

**Other Meeting Dates Set by the Board**

January 7<sup>th</sup> - 9 a.m. – Hearing - Fred Smith and Marshall Brothers

February 18<sup>th</sup> – 10 a.m. – Hearing for Gerald Strickland

**Exam & Board Meeting Dates for 2005**

March 31 – Board Meeting – Exam – April 1 – Asheville

August 4 – Board Meeting - Exam – August 5 – Wilmington

October 20 – Board Meeting – Exam – October 21 - Raleigh

**Next Regular Meeting Date: February 17, 2004 at 12 Noon.**

**Meeting Adjourned.**

Respectfully submitted,

Ann Gilstrap  
Secretary/Treasurer

Approved \_\_\_\_\_