

RS BOARD MEETING MINUTES

October 20, 2005

Called Board Meeting

The called meeting of the N.C. State Board of Sanitarian Examiners was held on Thursday, October 20, 2005 at 12:00 noon in Room 1A201 Parker Lincoln Building, Raleigh. Those in attendance were: Nilla Sloop, Malcolm Blalock, Ann Gilstrap, Terry Pierce, Sheila Nichols, Perry Solice, Mack Dendy, Dr. Burton Ogle, Layton Long and Janice Jones.

Called to Order - Nilla Sloop, Chairman, called the meeting to order at 12:30 p.m.

Conflict of Interest Statement - Nilla Sloop asked Board Members if there were any conflicts of interest or potential conflicts of interest since the last meeting. There were no conflicts of interest stated.

Approval of the August 4, 2005 Minutes -

Board Action: A motion was made by Malcolm Blalock, seconded by Mack Dendy to approve the August 4, 2005 Minutes as distributed. All votes affirmative. Janice Jones read the minutes of a Conference Call Meeting held on August 15, 2005. Motion was made and seconded to approve those minutes. All votes affirmative.

Approval of the Quarterly Financial Report – August 4 –October 20, 2005

Janice Jones reported on the current balances. Due to printing problems, a detailed financial report was not available. She reported that the Audit has been completed by Shelton Hawley and copies were distributed.

Board Action: A motion was made by Mack Dendy, seconded by Terry Pierce to delay the approval of the Quarterly Financial Report until the next meeting. All votes affirmative.

Chair's Report – Nilla Sloop

- Ms. Sloop presented a letter from Attorney General Roy Cooper concerning open meetings and public records laws.

Vice-Chair's Report – Terry Pierce

- Mr. Pierce discussed CIT changes for 2006.
- Mr. Pierce and Malcolm Blalock met with Pam Heinig and Patrick McCoy with State Personnel to discuss science courses that meet the Board's requirements. Recommendation is that the Education Committee develop some guidelines for State Personnel to use in determining what science courses qualify.

Secretary/Treasurer's Report – Ann Gilstrap

- Ms. Gilstrap opened a discussion on form letters. Ms Bishop had sent everyone a copy of form letters she had been using before she left employment. It was determined that Ms. Gilstrap would send two per week to all Board Members for comments and revisions.
- A quarterly report for the Department of Commerce has been completed. July through September the Board has approved 26 interns and 9 Registered Sanitarians.
- Effective September 1, 2005, the state rate for mileage reimbursement increased to 48.5 cents a mile. Since the Board follows the state's guidelines, the Board's mileage rate will also increase to this amount.

Secretary to the Board's Report – Janice Jones

- Ms. Jones reported that she had purchased a shredder.
- Presented a letter from Fred Smith terminating his R.S. status and requesting to be taken off our listing.
- Renewal notice will be mailed to retired and unaffiliated.
- Presented correspondence from the Office of State Controller concerning Foreign National Initiative. Letter was given to Ann Gilstrap for her to find out more information.

Motion made by Terry Pierce to go into closed session as per NCGS 143-318.11 (a) (1)-(9). Motion seconded and approved.

Went into Closed Session.

Back in Open Session at 2:50 p.m.

For the record, the investigative team for the Cherokee County complaint was changed to Dr. Burt Ogle and Sheila Nichols.

Based on the investigation, a motion was made by Dr. Burt Ogle to take no action on the Cherokee County complaint. Motion was seconded by Ann Gilstrap and approved.

{Motion made and approved at December 14, 2005 meeting to reconsider action taken at the October meeting to allow the investigation in Cherokee County to remain open so that the complainant could be contacted to see if there is further evidence}

Malcolm Blalock made a motion that a committee be appointed to conduct an investigation concerning certain allegations on a Registered Sanitarian. Motion seconded and approved. Nilla Sloop appointed Mack Dendy and Layton Long to conduct the investigation.

New Business

SOP Report

Ann Gilstrap reported that they discussed the poor attendance at some of the meetings and the fact that some of the courses would only be offered once a year and some every other year. There was some discussion about putting a communication workshop back on the schedule for next year. She reported that Bill Browder is retiring and Steve Hicks will be replacing him.

Environmental Health Study Committee

Layton Long reported that the committee had met twice. He talked about the makeup of the committee and its purpose.

Motion made by Mack Dendy to go into closed session as per NCGS 143-318.11 (a) (1)-(9). Motion seconded and approved.

The Board is back in open session at 3:30 pm.

In reference to closed session, Terry Pierce made a motion to appoint Malcolm Blalock and Ann Gilstrap to investigate a complaint from Wake County Environmental Services. Motion was seconded by Mack Dendy and approved.

Blue Lizard representatives met with the Board concerning the new database.

Education Committee Report

Malcolm Blalock discussed the Environmental Health Continuing Education Academy which offers training both web based and study guides to individuals. Recommendation from committee to inform the Academy that the Board will consider for approval any course on an individual basis rather than carte blank approval.

Continuing Education Request for October – Malcolm Blalock

#	Name of Education/Training	Organization Sponsor	Location (NC unless otherwise indicated)	Start Date	End Date	CE Hrs.
1	Sampling, Analysis & Equipment for Wastewater	NC AWWA/WEA	Huntersville	12/06/05	12/06/05	6.00
2	NC Subsurface Wastewater Systems Oper Training Sch	NCSU	Raleigh	08/09/05	08/11/05	15.00
3	Lead Risk Assessor Refresher	Greenville Technical College,SC	Charlotte	06/10/05	06/10/05	8.00 *
4	Lead Inspector Refresher	Greenville Technical College,SC	Charlotte	06/09/05	06/09/05	8.00 *
5	Excellence in Pediatric Asthma Management	Eastern AHEC	Greenville	04/20/05	04/20/05	5.50
6	Eastern NC EH Supervisors Association	ENC EHSA	Greenville	08/18/05	08/18/05	3.00
7	North Central Environmental Health Educ Mtg	North Central Health District	Pittsboro	08/30/05	08/30/05	4.75
8	Biosecurity:Perception is Not a Reality	Alabama Dept of Public Health	Satellite	08/30/05	08/30/05	1.50
9	Southeastern District Educational Meeting	SE District EHS	Selma	09/09/05	0/09/05	4.00
10	NC Mosquito & Vector Associaton Annual Meeting	NC Mosquito & Vector Association	Atlantic Beach	11/07/05	11/09/05	9.25
11	NC Dairy Industry Business Continuity Workshop	NC Dairy Industry Security Committee	Durham	08/31/05	08/31/05	3.50
12	Radon Measurement Operators Course	SRRTC	Charlotte	09/07/05	09/09/05	15.00
13	Georgia Env Health Educational Conference	Georgia Environmental Health Assoc	St Simon Is, GA	07/06/05	07/08/05	9.50
14	Florida Assoc for Food Protection Educ Luncheon	Florida Assoc for Food Protection	Orlando, FL	04/15/05	4/15/1005	2.25 *
15	Mountain District EH Educational Meeting	Mountain Dist EH Section	Asheville	07/12/05	07/12/05	5.00
16	CARB 200 Series Air Quality	Metro4/SESARM	Rock Hill, SC	10/03/05	10/05/05	15.00 *
17	Residential Radon Measurement	Spruce Environmental Technologies				14.75
18	2005 Safety Congress & Annual Meeting	Safety & Health Council of NC	Charlotte	11/17/05	11/18/05	8.00
19	PUBH 6450 Program Planning & Evaluation	Walden University		01/05/05	03/05/05	4.00
20	Introduction to Bioterrorism Preparedness	Coastal AHEC/NC Ctr PH Preparedness	Wilmington	04/25/05	04/25/05	3.25
21	Introduction to Bioterrorism Preparedness	Coastal AHEC/NC Ctr PH Preparedness	Wilmington	05/10/05	05/10/05	3.25
22	Introduction to Bioterrorism Preparedness	Coastal AHEC/NC Ctr PH Preparedness	Wilmington	05/10/05	05/10/05	3.25
23	SNS Planning	Davidson County	Lexington	09/21/05	09/21/05	2.00 *
24	West Piedmont Educational Meeting	WPEHS	Salisbury	09/14/05	09/14/05	5.25
25	Wetland Determination & Delineation	NCSU	Raleigh & New Bern	05/16/05	05/20/05	15.00
26	Shellfish Sanitation & Rec Water Quality Annual Mtg	Shellfish Sanitation	Morehead City	03/23/05	03/25/05	7.50
27	Indoor Air Quality Investigations	Medical University of South Carolina	Charleston, SC	05/24/05	05/26/05	15.00
28	Water Shortage Response Planning	NC Rural Water Assoc	Hickory	09/27/05	09/27/05	5.50
29	Northeastern EH Meeting	NEEHD	Greenville	10/14/05	10/14/05	4.00
30	Field Data Collection Using GPS	NCSU	Raleigh	10/19/05	10/19/05	6.25
31	Children's Env Health Institute	NCSU/A & T University	Hickory	08/23/05	08/25/05	13.25
32	Introduction to HACCP	NCSU	Raleigh	04/19/05	04/21/05	15.00
33	Community Health Assessment Conference	CDC/NAPHSIS	Seattle, WA	09/20/05	09/23/05	14.00
34	PLN 3530/5530 Environmental Policy & Planning	Appalachian State Univ	Boone	June	July	15.00
35	NC Grade A Milk Program Workshop	NC DENR/NC Grade A Milk Program	Mooreville	07/25/05	07/27/05	15.00 *
36	Confined Space Training	Safety & Health Council of NC	Charlotte	07/28/05	07/28/05	4.00 *

37	Small Water System Operation & Maintenance	NC Rural Water Assoc	Monroe		04/20/05	04/20/05	6.00
38	Designing Wastewater Irrigation Systems	NCSU	Raleigh		11/02/05	11/03/05	11.25
39	Am Soc of Safety Eng Professional Development Conf	ASSE	New Orleans		06/13/05	06/15/05	12.00
40	EHST 6700 - Industrial Hygiene	East Carolina Univ	Online		05/17/05	07/25/05	15.00
41	HPAA N137 Emergency Management 1	UNC-CH	Chapel Hill				15.00 *
42	NITRON Training	NITRON	Baltimore, MD		05/11/05	05/11/05	7.00
43	Incident Command System 200	Wake AHEC	Roanoke Rapids		10/26/05	10/26/05	6.00 *
44	Incident Command System 200	Wake AHEC	New Bern		11/16/05	11/16/05	6.00 *
45	Incident Command System 200	Wake AHEC	Wilmington		10/28/05	10/28/05	6.00 *
46	Incident Command System 200	Wake AHEC	Kenansville		11/03/05	11/03/05	6.00 *
47	Incident Command System 200	Wake AHEC	Johnston Co		10/25/05	10/25/05	6.00 *
48	Incident Command System 200	Wake AHEC	Moore Co		11/02/05	11/02/05	6.00 *
49	Incident Command System 200	Wake AHEC	Durham		12/12/05	12/12/05	6.00 *
50	Incident Command System 200	Wake AHEC	Watauga		10/28/05	10/28/05	6.00 *
51	Incident Command System 200	Wake AHEC	Culowhee		11/15/05	11/15/05	6.00 *
52	Incident Command System 200	Wake AHEC	Cleveland Co		11/03/05	11/03/05	6.00 *
53	Guilford County Well Contractor Day	Guilford County Env Health	Greensboro		12/09/05	12/09/05	7.25
54	NCPHA Annual Conference	NCPHA	Asheville		10/03/05	10/06/05	6.00
55	40 Hour HAZWOPER Training	National Environmental Trainers	Online		10/01/05		15.00
56	SNS Mass Clinic Training Program	NCPH Preparedness & Response	Greensboro		11/29/05	11/29/05	5.25
57	SNS Mass Clinic Training Program	NCPH Preparedness & Response	Charlotte		11/30/05	11/30/05	5.25
58	SNS Mass Clinic Training Program	NCPH Preparedness & Response	Asheville		12/01/05	12/01/05	5.25
59	SNS Mass Clinic Training Program	NCPH Preparedness & Response	Fayetteville		12/02/05	12/02/05	5.25
60	NC Septic Tank Assoc Annual Conference	NC Septic Tank Association	Greensboro		04/07/05	04/09/05	14.50
61	Lead Inspector Refresher	Medical University of South Carolina	Charleston, SC		05/11/05	05/11/05	5.25
62	Lead Risk Assessor Refresher	Medical University of South Carolina	Charleston, SC		05/12/05	05/12/05	6.00
63	Swimming Pool Spa Operators Course (1 day)	The Pool Professor	Charlotte		09/23/05	09/23/05	6.25
64	Swimming Pool Spa Operators Course (1 day)	The Pool Professor	Charlotte		10/21/05	10/21/05	6.25
65	Swimming Pool Spa Operators Course (1 day)	The Pool Professor	Clyde		11/18/05	11/18/05	6.25
66	Swimming Pool Spa Operators Course (1 day)	The Pool Professor	Charlotte		12/09/05	12/09/05	6.25
67	Swimming Pool Spa Operators Course (2 day)	The Pool Professor	Charlotte		09/23/05	09/24/05	12.50
68	Swimming Pool Spa Operators Course (2 day)	The Pool Professor	Charlotte		10/21/05	10/22/05	12.50
69	Swimming Pool Spa Operators Course (2 day)	The Pool Professor	Clyde		11/18/05	11/19/05	12.50
70	Swimming Pool Spa Operators Course (2 day)	The Pool Professor	Charlotte		12/09/05	12/10/05	12.50
71	Weapons of Mass Destruction -Awareness/Training	Mecklenburg County Health Dept.	Charlotte		05/06/05	05/06/05	4.00
72	Pest Management Update With Institutional IPM for RSs	SOP	Morehead City		10/25/05	10/25/05	6.00
73	Pest Management Update With Institutional IPM for RSs	SOP	Huntersville		11/15/05	11/15/05	6.00
74	Pest Management Update With Institutional IPM for RSs	SOP	Winston Salem		12/13/05	12/13/05	6.00
75	Pest Management ULV Mosquito Spray Calibration	NCDENR/PH Pest Management	Salisbury		05/05/05	05/05/05	2.25
76	Pest Management ULV Mosquito Spray Calibration	NCDENR/PH Pest Management	New Bern		05/12/05	05/12/05	2.25
77	Pest Management ULV Mosquito Spray Calibration	NCDENR/PH Pest Management	Whiteville		05/13/05	05/13/05	2.25
78	Pest Management ULV Mosquito Spray Calibration	NCDENR/PH Pest Management	Rocky Mount		05/19/05	05/19/05	2.25
79	Pest Management ULV Mosquito Spray Calibration	NCDENR/PH Pest Management	Edenton		05/20/05	05/20/05	2.25

80	AWR-160: WMD Awareness Course (2 Day)	US Dept of Homeland Security	Shelby	04/13/05	& 04/20/05	6.00
81	Incident Command System 700	Emergency Management Institute	Online	07/12/05		4.00
82	Food Security Tabletop Exercise	Uriah Group	Tallahassee, FL	08/30/05	08/30/05	5.00
83	On-site Wastewater Treatment Conference	NCSU/DENR	Raleigh	10/25/05	10/27/05	15.00
84	Design 210: Flow Equalization & Timed Dosing	NCSU	Raleigh	12/05/05	12/05/05	6.00
85	Tech 100: Basics of On-Site Sewage	NC State University	Raleigh	11/08/05	11/08/05	6.00
86	Tech 102: On-Site System Technologies	NC State University	Raleigh	11/09/05	11/09/05	6.00
87	Tech 200: Septic System Options for Difficult Sites	NC State University	Winston Salem	11/29/05	11/30/05	12.00
88	O&M 201: Pumps and Controls	NC State University	Greensboro	12/16/05	12/16/05	6.00
89	O&M 110: Intro to LPP Op, Maint & Troubleshooting	NC State University	Fletcher	11/15/05	11/15/05	6.00
90	O&M 110: Intro to LPP Op, Maint & Troubleshooting	NC State University	Plymouth	12/14/05	12/14/05	6.00
91	O&M 110: Intro to LPP Op, Maint & Troubleshooting	NC State University	Bolivia	12/01/05	12/01/05	6.00
92	Soils 120: Redoximorphic Features, Soil Wetness, etc.	NC State University	Bolivia	10/07/05	10/07/05	6.00
93	Soils 120: Redoximorphic Features, Soil Wetness, etc.	NC State University	Plymouth	12/15/05	12/15/05	6.00
94	Soils 111 Assigning LTAR in the Mountains	NC State University	Fletcher	11/16/05	11/16/05	6.00
95	Soils 130: Soil Structure	NC State University	Bolivia	12/02/05	12/02/05	6.00
96	O&M 201: Pumps and Controls	NC State University	Bolivia	10/06/05	10/06/05	6.00
97	O&M 103: Subsurface Op Refresh-Drip Irrigation	NC State University	Raleigh	11/10/05	11/10/05	6.00
98	GIS 100: Introduction to GPS and GIS	NC State University	Raleigh	12/06/05	12/06/05	6.00
99	Lead Poisoning Prevention	CDC	Alexandria, VA	09/26/05	09/30/05	15.00
100	Biological Wastewater Operators School	Western Piedmont CC/NCAWA	Morganton	07/18/05	07/22/05	15.00
101	Weapons of Mass Destruction -Basic Awareness	New Mexico Tech	Online	02/01/05	02/01/05	
102	Incident Command System 100	FEMA	Online	06/01/05	06/01/05	
103	Management of Stormwater Discharge	Environmental Resource Center	Greensboro	08/19/05	08/19/05	7.50
104	Disaster Resistant Universities Conference	FEMA	Wilmington	05/19/05	05/20/05	10.00
105	Intro to GIS Map 9.0 Arcview	New Hanover County	Wilmington	10/12/05	& 10/28/05	4.25 *
106	Lead Safe Workplace Practices	Craven County	New Bern	10/19/05	10/19/05	5.50
107	Drillers' Day Workshop	DENR	Raleigh	10/28/05	10/28/05	6.50
108	Radon in Water	Spruce Radon Training	Raleigh	10/19/05	10/19/05	*
109	ICS 100 & 200	Alexander County	Taylorsville	9/26/05	9/27/05	*
110	Food Safety-From the Surface Up	Clemson University	Myrtle Beach SC	2/23/05	2/25/05	11.0
111	Listeria Symposium	Eco Lab	Greensboro	11/10/05	11/10/05	4.0
112	Retail Food Seminar	Kentucky Food Safety Branch	Louisville, KY	9/7/05	9/9/05	10.0

Board Action: A recommendation was made by Malcolm Blalock, from the Education Committee, to approve the Continuing Education List with the following exceptions: #3, #4, #14, #16, #36, #41, #80, #89, #90, #91, #94, #101, #102, #108, #109 – deny, pending a timed agenda; #23, #26 & #35 denied; #43 thru #52, #53, #55, #81, #105 need additional information on how course is being taught. #72 was cancelled. All votes affirmative.

Mr. Blalock presented a request from Paul Andrews to get credit for a course that he taught at ECU. We will follow our policy of approving the teaching of a course one time only.

Another request from James Pascal to approve Microsoft computer courses in general. He will need to make a more specific request per course.

Recommendation to use the exam scores if they can be verified for those people who were registered by North Carolina and for whatever reason let their registration lapse and then reapply to the Board for registration.

Intern Applications for October

<u>Name</u>	<u>County</u>	<u>Degree</u>	<u>University</u>
Christopher McSweeney	Mecklenburg Co	BS Biology	Arizona State Univ
Brock Alan Wampler	Haywood Co	BS Microbiology	East Tennessee State
Nathan McNeilly	Cleveland Co	BS Env Health	Western Carolina
Timberly N. Thornton	Iredell Co	BS General Science MPH	Mississippi State U of Southern Miss
Kimberly S. Garrett	Mecklenburg Co	BS Zoology	Miami University
Thomas Shannon Jenkins	Wayne Co	BS Env Health	East Carolina
Pamela Wingfield	Rockingham Co	BS Pharm	Campbell Univ
Aaron Winters	Appalachian	BS Nat Res Mgmt	Western Carolina
Cynthia Pierce	Harnett County	Masters Horticulture	NC State
Cynthia E. Dillon	Rockingham Co	BS Geology	State Un of NY
Sara Smith	Cherokee Co		
Martine Vaca	Mecklenburg Co	BS Geography	Worcester State

Waiting on Transcript

Matthew Hood	Mecklenburg Co	BS Env Science	Temple Univ
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Waiting on Official Transcript

Wesley King	Cherokee Co	BS Env Health	East Tennessee State
Zachary Orton	Cherokee Co	BS Agriculture	Austin Peavy State
Jennifer Wilson	Cherokee Co		

Board Action: A recommendation was made by Malcolm Blalock, from the Education Committee, to approve all of the intern requests as listed with the following exceptions; Martine Vaca does not appear to have enough science hours and to deny Matthew Hood until receipt of his transcript and 30 hours of science is confirmed. Also to approve Wesley King, Zachary Orton and Jennifer Wilson pending receipt of official transcript showing at least 30 hours of science. All votes affirmative.

LIST OF NEW RS

Date Eligible

Robert Phelps	7-16-05
Jessica Stallings	8-05-05
Jennifer Kincaid	8-05-05
Christine Nitt	8-05-05
Natalie Hinton	8-05-05
Bryan Hancock	8-05-05
Erin Beatty	8-25-05
Ryan Ryczek	9-01-05
Jacob Williamson	9-29-05
Brandon Joyce	10-20-05
Mark Hauser	11-03-05

Board Action: A recommendation was made by Malcolm Blalock, from the Education Committee, to approve all of the above listed new Registered Sanitarians who have met the requirements.

Fast Track Request

Steven P. Styers, who was a RS in North Carolina for 12 years before letting his registration lapse and is now employed as an intern in Guilford County, is requesting credit for previous work experience.

Board Action: A recommendation was made by Malcolm Blalock, from the Education Committee, to approve Steven P. Styers' request. All votes affirmative.

James E. Eason, RSI with Union County is requesting credit for previous work experience.

Board Action: A recommendation was made to approve James Eason's request. All votes affirmative.

Next meeting is December 14, 2005 in Raleigh.

Meeting adjourned at 5:15 p.m. to be reconvened on Friday morning.

Respectfully submitted,

Ann C. Gilstrap
Secretary-Treasurer

Date Approved