

RS BOARD MEETING MINUTES

December 14, 2005

Board Meeting

The meeting of the N.C. State Board of Sanitarian Examiners was held on Wednesday, December 14, 2005 at 9:00 a.m. 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, Janice Jones and John Barkley.

Called to Order - Nilla Sloop, Chairman, called the meeting to order at 9:04 a.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 October 20, 2005 Minutes -

Board Action: A motion was made and seconded to approve the October 20, 2005 Minutes with corrections. All votes affirmative. Motion made and seconded to approve the October 21, 2005 Minutes with correction. All votes affirmative. Motion made and seconded to approve Closed Session Minutes. All votes affirmative.

Approval of the Quarterly Financial Report –

Janice Jones presented the Quarterly Report for July 1–Sept 30 and another report on the current balances as of December 12, 2005.

Board Action: A motion was made by Mack Dendy and seconded by Ann Gilstrap to approve the Quarterly Financial Report. All votes affirmative.

Chair's Report – Nilla Sloop

- Ms. Sloop reported on a letter she had received from the Budget Office requesting if the Board does civil penalties. She responded to them that the Board is restricted by law from doing any civil penalties.
- She brought up the topic of other groups wanting links on our website. The consensus of the Board is not to put multiple links on our website.
- Sloop brought up the topic of a report compiled by NEHA relating to RS Boards. She asked Malcolm Blalock who was working with Christy Robb at NEHA to report on this subject.
- Mr. Blalock reported that NEHA had prepared a document on all the RS Boards across the nation. He reported that there were a number of errors pertaining to North Carolina. He asked Ms. Robb to make corrections that he provided to her.

Vice-Chair's Report – Terry Pierce

- Terry Pierce brought up the subject of renewals and renewal cards. After some discussion, Malcolm Blalock made a motion that after 2006, renewal cards would no longer be issued. Motion was seconded and approved with Mack Dendy opposing. Further discussion on this matter ensued. Ann Gilstrap made a motion that beginning in 2007 the Board would supply a permanent card one time for all Registered Sanitarians as a substitute of the annual renewal card. Malcolm Blalock seconded the motion. All votes affirmative.
- Mr. Pierce discussed the improvements to CIT for 2006. The training room has been enlarged. Food & Lodging Modules will be offered two times and Onsite Module will be offered 3 times annually.
- Mr. Pierce stated that his department was working on details of the registration process that he would like to see put on the DEH and the Board's website. It would be active and has links to the forms and the process.

Kris Joyce, Andre Pierce and representatives from Blue Lizard met with the Board to give a Database Report. Chair Nilla Sloop appointed Malcolm Blalock and Janice Jones to work with Kris Joyce, Andre Pierce and Blue Lizard on developing the framework for the database.

Secretary/Treasurer's Report – Ann Gilstrap

- Ms. Gilstrap opened a discussion on form letters. It was determined that Ms. Gilstrap would make corrections and revisions and send a packet to all Board Members for comments and revisions.
- A question came up regarding whether an intern, who left employment and later came back to work, would have to retake Public Health Law within four years of the date of the new employment. John Barkley stated that he would check into this and report back at a later date.
- A question was posed to Mr. Barkley regarding the minutes of a closed session. If there is to be discussion of closed session minutes, the Board needs to go into closed session to discuss and approve. If there is no discussion, the closed session minutes can be approved in open session. Closed session tapes are to be erased or destroyed.

Board Action: Motion made by Malcolm Blalock to go into closed session to discuss the portion of the October Minutes in regards to an investigation. Motion seconded by Mack Dendy and approved.

Went into Closed Session.

Back in Open Session at 12:11 p.m.

Nilla Sloop is still out of the room due to possible conflict of interest regarding a Wake County Investigation.

Based on the report from the investigative team, there appears to be a sufficient amount of creditable evidence in violation of 90A-64. (4), (6), (8) and (9).

Board Action: Mack Dendy made a motion that the Board hold a hearing in the matter of a former Wake County EHS to consider whether any action should be taken on her registration. Seconded by Layton Long and approved. Malcolm, Ann & Terry abstained from voting.

Acting Chair Terry Pierce directed Mr. Barkley to draft a notice of the Board's determination and a notice of hearing.

Chair Nilla Sloop is now present and presiding over the meeting.

Board Action: Motion made by Terry Pierce and seconded by Ann Gilstrap 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. All votes affirmative.

Board Action: Under advice of counsel, motion to go into closed session was made by Mack Dendy and seconded by Terry Pierce. All votes affirmative.

Went into Closed Session.

Back in Open Session at 12:30 p.m.

The next meeting date was set for January 31, 2006 at 10:00 a.m. at Parker Lincoln Building in Raleigh.

Secretary to the Board's Report – Janice Jones

- Ms. Jones reported that there were problems with the recorder. Motion was made and seconded to give Ms. Jones permission to purchase a new recorder up to \$250.00. All votes affirmative
- 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.

Education Committee Report

	Name of Education/Training	Organization Sponsor	Location	Start Date	End Date	Recommended Approval
1	Adv Erosion & Sedimentation Control	NCDENR & WRRRI	Asheville	04/26/05	04/27/05	9.25
2	National Water Research Symposium	Va Tech, Va Water Resources Res Ctr	Blacksburg, VA	10/10/05	10/12/05	15.00
3	Sediment & Erosion Control Workshop	NCSU	Raleigh	10/18/05	10/18/05	4.50
4	Moving Toward Successful Decentralized WW Mgmt	EPA	Atlanta, GA	04/19/05	04/21/05	15.00
5	On-Site Wastewater Workshop	AQWA	Fletcher	10/21/05	10/21/05	15.00
6	Certified Indoor Environmentalist Course	Indoor Air Quality Assoc Inc	Chicago, IL	06/13/05	06/17/05	15.00
7	NC Environmental Health Supv. Assoc. Fall Meeting	NCEHSA	Southern Pines	11/17/05	11/18/05	8.25
8	Methamphetamine Awareness & Clandestine Lab Training	NC SBI	Sanford	11/14/05	11/14/05	3.00
9	Methamphetamine Awareness & Clandestine Lab Training	NC SBI	Sanford	11/18/05	11/18/05	3.00
10	Verbal Judo/Situational Planning/Investigative Interviewing	US FDA	Atlanta, GA	06/06/05	06/10/05	15.00
11	Marine Waste Pumpout Training	DWQ Div of Solid Waste Management	Cullowhee	01/12/05	01/12/05	7.25
12	Marine Waste Pumpout Training	DWQ Div of Solid Waste Management	Bryson City	09/23/05	09/23/05	7.25
13	Mountain District EH Educational Meeting	Mountain District, EHS, NCPHA	Asheville	10/19/05	10/19/05	5.00
14	SNS Mass Antibiotic Dispensing Course	NCPH Preparedness & Response	Greenville	08/10/05	08/10/05	4.75
15	2005 Air Quality Forum	Mecklenburg Co Air Quality	Charlotte	10/19/05	10/19/05	3.00
16	CEHB Regional Meeting	CEHB	Greenville	10/26/05	10/26/05	5.50
17	CEHB Regional Meeting	CEHB	Wilmington	09/29/05	09/29/05	4.75
18	CEHB Regional Meeting	CEHB	Yadkinville	11/29/05	11/29/05	4.25
19	CEHB Regional Meeting	CEHB	Black Mtn	12/01/05	12/01/05	4.25
20	Buffer Rules Training	NCDWQ	Raleigh	04/21/05	04/21/05	4.00
21	DCM Coastal Wetlands Training Course	DENR Div of Coastal Management	Morehead City	06/22/05	06/23/05	11.25
22	Promoting Sustainable Communities	Div of Coastal Mgmt & NC Nat Estuarine	Morehead City	11/15/05	11/15/05	4.25
23	Pesticide Safety & Pest Mgmt Strategies	Agronomy & Horticulture Services	Wrightsville Beach	03/11/05	03/11/05	5.75
24	Serv Safe Instructors Course	Carteret County Env Health	Morehead City	02/22/05	02/25/05	13.00
25	Intro to Incident Command System for Public Health	PHRST Team 6	Robbinsville	01/21/05	01/21/05	4.25
26	Risk Based Training & Food Program Issues	NCDENR/Dairy & Food Protection Br	Elizabethtown	11/16/05	11/16/05	4.00
27	Basic Supervision of Health & Human Serv Professionals	SRAHEC	Southern Pines	02/17/05	02/18/05	10.50
28	Lead Safe Work Practices	Craven Co Health Dept	New Bern	12/02/05	12/02/05	5.50
29	Methamphetamine Awareness & Clandestine Lab Training	PHRST Team 2	Wilmington	11/29/05	11/29/05	4.25
30	Licensed Aquatic Facility Technician	American Swimming Pool & Spa Assoc	Greensboro	03/31/05	03/31/05	7.00
31	Tools for Schools Regional Workshop	NC Div of Public Health	Raleigh	03/23/05	03/23/05	4.75
32	Preventing Lead Poisoning in Young Children	NCDENR/EHSS CEHB	Monroe	10/11/05	10/11/05	5.75
33	Botulism in Milk Products	NC Dairy Tech	Greensboro	11/09/05	11/09/05	1.00
34	Basic Seafood HACCP Training Course	AFDO	Jacksonville, FL	11/01/05	11/02/05	13.50
35	Lead Based Paint Risk Assessor	Medical Univ of South Carolina	Charleston, SC	04/14/05	04/15/05	11.75
36	Lead Based Paint Inspector	Medical Univ of South Carolina	Charleston, SC	04/11/05	04/13/05	15.00
37	Top 10 OSHA Violations in NC	Clover Industries	Asheville	05/17/05	05/17/05	6.00

	Name of Education/Training	Organization Sponsor	Location	Start Date	End Date	Recommended Approval
38	Incident Command Systems 200	National Fire Academy	Hamlet	11/15/05	11/15/05	Need agenda
39	Incident Command Systems 200	National Fire Academy	Hamlet	12/06/05	12/06/05	Need agenda
40	Eastern NC EHLT Supervisors Associaton Meeting	ENCEHLT Supervisors Assoc	Greenville Wrightsville Beach	12/01/05	12/01/05	4.00
41	Southeastern District Educational Meeting	Southeastern Dist EH Assoc		12/09/05	12/09/05	4.00
42	On-Site Wastewater Workshop	OSWW/DENR	Fletcher	10/12/05	10/12/05	5.00
43	On-Site Wastewater Workshop	OSWW/DENR	Asheville	11/09/05	11/09/05	5.25
44	On-Site Wastewater Workshop	OSWW/DENR	Waynesville	12/07/05	12/07/05	5.00
45	Advantex Training	OSWW/DENR & Advantex	Asheville	04/29/05	04/29/05	Need agenda requested agenda requested agenda requested agenda
46	Water/Wastewater Management	Environmental Training Associates	Raleigh	10/28/05	10/28/05	
47	8 Hour Hazwoper Refresher Course	Safety Unlimited, Inc	Online	11/14/05	11/28/05	
48	AHERA Building Inspection for Abestos Refresher	OSHE & Research Center UNC-CH	Chapel Hill	09/02/05	09/02/05	Need agenda requested agenda requested agenda requested agenda
49	AHERA Mangement Planners for Abestos Refresher	OSHE & Research Center UNC-CH	Chapel Hill	09/02/05	09/02/05	
50	2005 Environmental & Safety Conference	Guilford County LEPC	Greensboro	10/05/05	10/05/05	
51	Pump Controlled On-Site Wastewater Systems	SOP Florida Association for Food Protection	Fletcher Orlanda, FL	09/07/05	09/09/05	17.25
52	FAFP Educational Luncheon	Mountain District, EHS, NCPHA	Asheville	12/14/05	12/14/05	5.00
53	Mountain District EH Educational Meeting	North Central District, EHS, NCPHA	Burlington Washington, DC	12/07/05	12/07/05	4.50
54	North Central EH District Educational Meeting	NEHA		10/11/05	10/13/05	15.00
55	IAQ Asthma Triggers Workshop	Ecolab	Greensboro	04/07/05	04/08/05	11.75
56	Serv Safe Instructors Course	FEMA	Online	anytime	anytime	3.00
57	Incident Command Systems IS-00100	FEMA	Online	anytime	anytime	3.00
58	Incident Command Systems IS-00100 FW	FEMA	Online	anytime	anytime	3.00
59	Incident Command Systems IS-700	FEMA	Online	anytime	anytime	3.00
60	Incident Command Systems IS-800	FEMA	Online	anytime	anytime	3.00
61	Wetlands in NC Coastal Plain Reg:Vegetation Identification Promoting Sustainable Communities Using Smart Growth	OSWW-DEH & DWQ, NCDENR NC DCM/NC NERR	Jacksonville Wilmington	11/16/05	11/16/05	4.50
62	2005 NC Oyster Restoration & Protection Summit	NC Coastal Federation Oak Ridge Institute for Science & Educ	Raleigh	02/23/05	02/24/05	9.25
63	Health Physics in Radiation Emergencies	NC Division of Emergency Enforcement	Oak Ridge, TN	02/14/05	02/18/05	15.00
64	Incident Command Systems 200	Southern Environmental Enforcement	Raleigh	07/21/05	07/21/05	Need agenda
65	Smart Negotiator Workshop	CDC	Raleigh	04/19/05	04/21/05	12.25
66	Role of PH in Nuclear or Radiological Terrorist Incident	Vance-Granville Comm College	Warrenton	02/03/05	02/03/05	1.00
67	NIMS 700	DENR	Raleigh	09/28/05	09/28/05	4.00
68	Sixteen Hr Bridge from 24 Hr to 40 Hr Hazwoper	DENR	Raleigh	11/16/05	11/17/05	15.00
69	Eight Hr Hazwoper Update Part A	DENR	Kinston	11/29/05	11/29/05	4.00

2006 Continuing Education Requests

Annual State Health Directors' Conference	UNC-CH Office of CE, NCDPH	Raleigh	01/26/06	01/27/06	7.00
Lead Safe Work Practices	Craven Co	New Bern	1/20//06	01/20/06	5.50
Lead Safe Work Practices	Craven Co	New Bern	04/21/06	04/21/06	5.50
Lead Safe Work Practices	Craven Co	New Bern	07/28/06	07/28/06	5.50
Lead Safe Work Practices	Craven Co	New Bern	10/27/06	10/27/06	5.50

Board Action: Recommendation from Education Committee to approve the Continuing Education Requests as listed above, with the exception of those that need further information. All votes affirmative.

Election of Officers

The following nominations were made:

Chair	Malcolm Blalock
Vice Chair	Terry Pierce
Secretary Treasurer	Ann Gilstrap

All votes were affirmative.

Burton Ogle was appointed Education Committee Chair and Perry Solice was appointed as an Education Committee member.

2006 Board Meeting & Exam Dates and Location were scheduled.

March 23 & 24 Asheville
August 10 & 11 Wilmington
October 5 & 6 Raleigh

Intern Applications for December 14, 2005

<u>Name</u>	<u>County</u>	<u>Degree</u>	<u>University</u>
James A. Bjorneboe	Mecklenburg Co	BS Env Health	Western Carolina
Erin C. Bryan	DENR-Shellfish	BS Env Science	UNC-Wilmington
Michael A. Locklear	Beaufort Co	BS Biology	Chowan College
Andrew C. Haines	DENR-Shellfish	BS Biology	Notre Dame
		Masters Env Mgmt	Duke University
Patrick C. Eaton	Durham Co	BS Biological Sci	NC State

Board Action: Motion made and seconded to approve the above list as RS Interns. All votes affirmative.

The Board reconsidered the application for Martine Vaca of Mecklenburg County. Based on documentation received from the college, the Board determined that her transcripts had less than 30 hours of science.

Board Action: Motion made and seconded to deny Ms. Vaca's application. All votes were affirmative.

LIST OF NEW RS

Date Eligible

Christy L. Allred	10-01-05
Cina Buchanan	1-05-06
Christine Hayes	1-05-06
Trevor Thomason	1-07-06

Board Action: Motion made and seconded to approve the above list as Registered Sanitarians as of their date of eligibility.

Fast Track Request

The Board reviewed a request from Andrew Haines for credit for prior work experience. It was decided to defer a vote and ask Mr. Haines to provide more information, (i.e. job description and letter from previous supervisor as to the nature of the job).

Malcolm Blalock reported that a company called Laser Grade is now offering the NEHA exam.

Meeting was adjourned.

Respectfully Submitted,

Ann Gilstrap
Secretary-Treasurer