

RS BOARD MEETING MINUTES

May 11, 2006

Board Meeting

The meeting of the N.C. State Board of Sanitarian Examiners was held on Thursday, May 11, 2006 at Parker Lincoln Building in Raleigh. Those in attendance were: Nilla Sloop, Malcolm Blalock, Ann Gilstrap, Terry Pierce, Sheila Nichols, Perry Solice, Layton Long and Janice Jones.

Called to Order – Malcolm Blalock, Chair called the meeting to order at 10:47 a.m. Mr. Blalock welcomed those present.

Conflict of Interest Statement – Malcolm Blalock 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 Minutes - Janice Jones

Minutes for the March 15, 2006 meeting were discussed. Two corrections were made; one a typo and the other wording of “went into recess” instead of “adjourned”. There were no corrections to the Closed Session Minutes.

Board Action: A motion was made by Terry Pierce and seconded by Nilla Sloop to approve the March 15, 2006 minutes as corrected. All votes affirmative.

Approval of the Financial Report – Janice Jones

Janice Jones presented the Financial Reports. Bank Balances as of April 18, 2006 were checking account -\$3,917.91, Money Market account - \$25,676.16 and Share account - \$32.54. Since the last meeting, income was \$7,419.52 and expense was \$7,970.57.

Board Action: A motion was made by Nilla Sloop and seconded by Perry Solice to approve the Financial Report as presented. All votes affirmative.

Chair’s Report – Malcolm Blalock

- Malcolm Blalock reported that John Barkley with the Attorney General’s office has been in contact with the individual involved in the Wake County case via voicemail and hopes to talk directly to that person to inform them that a hearing will be held concerning the issues discovered during the Board’s investigation. Gerald Strickland’s appeal hearing has not been scheduled yet. In reference to another matter, Mr. Barkley still has not resolved the issue of whether transcripts that are submitted to the Board are public records.
- Mr. Blalock reported that he had corresponded with David Stone, Surry County Health Director, about the Environmental Health Technician position description. He reported that he would continue to follow up with Mr. Stone.
- He reported that the database workgroup was continuing to meet and the use case summaries have been completed. Some discussion followed concerning various aspects of the database.
- The Governor’s Office has not replaced Nilla Sloop’s vacancy on the Board.

Vice-Chair’s Report – Terry Pierce

- Terry Pierce reported that the Well Bill is in the Governor’s Budget funding for two years.
- Mr. Pierce reported that there will be nineteen new positions in the Public Water Supply.

Secretary-Treasurer's Report – Ann Gilstrap

- Ann Gilstrap brought up for discussion policies and drafts of policies and the way they were done in the past. It is difficult to determine which version is the most recent. It was determined that they all should be dated and initialed every time they are updated and/or approved. Policies and Procedures Manual needs to be developed. Forming a committee to work on this effort was discussed. Further discussion will take place at the next meeting.
- Ms. Gilstrap reported that she had completed the Commerce Department Report. Last quarter of 2005, we had 19 Interns and 12 Registered Sanitarians approved. During the first quarter of 2006, we had 32 Interns and 10 Registered Sanitarians approved.

Administrative Secretary's Report – Janice Jones

- Janice Jones reported that she had received Russell Williams' RS Certificate and last renewal card. His 2006 renewal fee was reimbursed.
- Ms. Jones reported that the Officers had decided to purchase a wide paper printer with the intent of developing and printing the certificates. With the savings in cost, it should pay for itself within a year.
- She reported on the NEHA exam from the March 15th date. Fifty-seven percent of those taking the exam passed. The new NEHA exam will be administered on the August 11th date. She plans to send out on the listserves and to anyone who applies for the exam the information received concerning the new exam.
- List for the cards is ready to go to the printers.
- Reminder that the 2006 Statement of Economic Interest is due May 15.
- Ms Jones read a letter she received that requested the Board review a complaint.

Board Action: Chairman appointed Terry Pierce and Ann Gilstrap to investigate the complaint.

Recessed for Lunch at 12:20 p.m.

Reconvened at 1:00 p.m.

Legislative Report – Ann Gilstrap

Ms. Gilstrap presented the Rules revisions. Discussions followed and some changes were made. Public hearings must be held and allow 60 days for comments. An adoption meeting must be held after the comment period. Tentatively the rules adoption meeting was set for the October 5th Board Meeting.

Education Committee Report – Sheila Nichols

In Dr. Ogle's absence, Sheila Nichols presented the Education Committee Report.

The following Continuing Education Requests were presented with recommendations:

	Name of Education/Training	Organization Sponsor	Location	Start Date	End Date	Hrs Requested	Recommendation Approval
1	ICS 200	DENR/DEH	Raleigh	02/23/06	02/24/06	13.00	14.00
2	ICS 200	DENR/DEH	Raleigh	04/10/06	04/11/06	13.00	14.00
3	Respiratory Protection Training	PHRST IV	Granville Co	03/13/06	03/13/06	2.00	3.75
4	Respiratory Protection Training	PHRST IV	Vance Co	03/23/06	03/23/06	2.00	3.75
5	6th Annual IAQ Tools for Schools National Symposium	EPA	Washington, DC	01/12/06	01/14/06	15.00	15.00
6	ICS 200	Beaufort Co. Community College	Swan Quarter	01/18/06	01/18/06	8.00	No agenda
7	45th Naval Occupational Health and Preventive Med. Conf.	Navy EH Center	Hampton, VA	03/18/06	03/23/06	19.25	15.00
8	Lead and Healthy Homes Grantees Conf.	Weil Communications and Marketing, Inc.	Charleston, SC	03/28/06	03/31/06	15.00	13.00
9	CEHB Quarterly Regional Ed. Mtg.	CEHB	Morehead City	03/14/06	03/14/06	?	5.00
10	WMD Instructor Training Certification Course	Homeland Security	Anniston, AL	03/13/06	03/17/06	40.00	15.00
11	ICS 300	Homeland Security	Taylorsville	03/22/06	03/23/06	16.00	15.00
12	Spring Training for Health Champions	Association for Community Health Improvement	Phoenix, AZ	03/14/06	03/16/06	11.75	1.25
13	RBI Inspections	DENR/DEH	Asheboro	04/04/06	04/04/06	?	5.25
14	RBI Inspections	DENR/DEH	Hickory	04/05/06	04/05/06	?	5.25
15	RBI Inspections	DENR/DEH	Waynesville	04/18/06	04/18/06	?	5.25
16	Gastroenteritis at a University in Texas	CDC	Online	03/17/06	03/17/06	2.50	2.50
17	West Piedmont EHS Spring Meeting	West Piedmont EHS	Winston Salem	03/16/06	03/16/06	5.50	4.00
18	Mountain EHS Education Meeting	Mountain District	Asheville	03/16/06	03/16/06	5.00	5.00
19	Mastering ARC GIS	Central Piedmont Community College	Raleigh	03/23/06	03/24/06	13.50	13.50
20	Low Impact Development Technology	NC Coastal Federation	Bolivia	03/27/06	03/27/06	4.00	4.00
21	CARB 230 Surface Coating Operations	Metro 4 SESARM	Nashville	03/13/06	03/13/06	?	2.75
22	CARB 242 Hot-Mix Asphalt Facilities	Metro 4 SESARM	Nashville	03/14/06	03/14/06	?	2.25
23	CARB 261 Polyester Epoxy Resin	Metro 4 SESARM	Nashville	03/15/06	03/15/06	?	2.25
24	CARB 287 Dry Cleaning	Metro 4 SESARM	Nashville	03/16/06	03/16/06	?	3.25
25	Key to a Prepared Workforce	UNC School of Public Health	Chapel Hill	04/27/06	04/27/06	7.00	5.00
26	Intervention for Listeria Monocytogenes	Conference for Food Protection	Columbus, OH	04/08/06	04/08/06	5.00	5.00
27	Public Health Behavioral Health	Wake AHEC	Winston Salem	07/13/06	07/13/06	6.75	6.75
28	ICS 300	Halifax Community College	Halifax	03/28/06	03/29/06	16.00	15.00
29	Chemical and Radiological Vulnerabilities and Response	Wake AHEC	Greensboro	06/29/06	06/30/06	10.00	9.50
30	EOC Management and Operations	Western Branch, NC Div. of Emergency Mgmt.	Morganton	02/27/06	03/02/06	15.00	12.00
31	2006 Aquatic Facilities Certification Course	ASPSA	Blowing Rock	04/21/06	04/21/06	7.25	7.25
32	Learning from Katrina--Tough Lessons	NCIPH	Satellite	03/31/06	03/31/06	1.00	1.00
33	Northeastern EHS District Meeting	Northeast District	Greenville	04/21/06	04/21/06	4.00	4.00
34	Southeastern EHS District Meeting	Southeastern District	Salemburg	03/24/06	03/24/06	4.00	4.00
35	CEHB Quarterly Regional Ed. Mtg.	CEHB	Greensboro	03/23/06	03/23/06	4.00	4.00
36	2006 NC Asthma Summit	Asthma Alliance of NC	Burlington	03/21/06	03/21/06	5.00	5.00
37	Understanding the Dangers of Agroterrorism	Homeland Security	Raleigh	05/11/06	05/11/06	3.50	3.50
38	RBI Inspections	DENR/DEH	Hoke Co HD	06/06/06	06/06/06	5.25	5.25
39	Food Service Plan Review	DENR/DEH	Chandler	03/07/06	03/09/06	15.00	15.00
40	ATSDR Basic Course for Health Assessments	ATSDR	Atlanta, GA	06/05/06	06/09/06	15.00	15.00
41	ULV Calibration	PH Pest Management	Salisbury	05/04/06	05/04/06	2.00	2.25
42	Region 7 Preparedness Conference	PHRST VII	Charlotte	05/10/06	05/10/06	5.00	3.50
43	EDNCPHA Environmental Health Educational Mtg	EDNCPHA EHS	Atlantic Beach	05/04/06	05/04/06	5.00	5.00
44	Lead Safe Work Practices	Forsyth	Winston Salem	04/23/06	04/23/06	6.00	5.50

Board Action: Recommendation from committee to approve all of the above requests with the exception of #6 which needs an agenda. All votes affirmative.

Fast Tracking Request

Education Committee presented a request from Rod Thornton for credit for prior experience. Education Committee is requesting a job description and a signed statement from his previous supervisor as to the length of time he performed said duties. His request was tabled until further information is received.

Environmental Health Practice Committee – Ann Gilstrap & Nilla Sloop

It was reported that Ann Gilstrap and Nilla Sloop had met to discuss the issues involving Environmental Health Technician classification and to plan for a committee to study those issues. They determined that “**practice**” is the key to the role of a technician versus a Registered Sanitarian. They recommended a study committee of stakeholders be convened to discuss where the line should be drawn between the technician role and RS role. They recommended that the study group consists of the following members: Ann Gilstrap and Nilla Sloop as co-chairs, three Environmental Health Supervisors, one health director, one DEH Representative, Attorney General’s Office Representative and one Field EHS. The Board agreed to move forward with the committee.

The following new intern applications were presented for consideration:

<u>Name</u>	<u>County</u>	<u>Degree</u>	<u>University</u>
Edward C. Cushman	Scotland Co	BS Business Adm	Gardner Webb
Mary K. Norman	Iredell Co	BS Environmental Health	WCU
Frankie D. Singleton	Iredell Co	BS Agriculture	Berea College
Amber M. Ramey	Person Co	BS Environmental Health	UNC-Chapel Hill
Bruce Tingle		BA History Education	High Point Unv

Board Action: Recommendation from committee to approve all of the above interns, with the exception of Bruce Tingle. Mr. Tingle meets the educational requirements, but must be employed in the field of environmental health before he can become registered. All votes affirmative.

The following interns were presented for RS Status:

Carie K. Irving	3-16-06
Heather R. Misenheimer	3-16-06
Alex Pipes	3-16-06 **wrong date-corrected in June 29th minutes**
Jamie Turlington	4-12-06
Bryan G. Reed	6-01-06

Board Action: Recommendation from Education Committee to grant RS status to the above named individuals who have met all requirements on the listed effective date. All votes affirmative.

Next meeting was scheduled for July 13, 2006 at 3:00 p.m. via conference call.

Next regular scheduled meeting will be August 10, 2006 in Wilmington with the exam be administered on August 11, 2006.

Meeting was adjourned.

Respectfully submitted,

Ann Gilstrap, R.S.
Secretary-Treasurer

Date Approved _____