

RS BOARD MEETING MINUTES

January 29, 2008

Board Meeting

The meeting of the NC State Board of Sanitarian Examiners was held on Tuesday, January 29, 2008 at 2728 Capital Blvd Bldg in Raleigh NC. Those in attendance were: Ann Gilstrap, Sheila Nichols, Perry Solice, Patricia Hawkins, Lynn Lathan, Terry Pierce, Layton Long, Dr. Burt Ogle and Janice Jones. Malcolm Blalock was absent.

Called to Order – Chair Ann Gilstrap called the meeting to order at 10:25 a.m.

Conflict of Interest Statement – Chair Ann Gilstrap asked if any Board Member wishes to speak to the appearance of any actual or potential conflicts of interest. There were none stated. Ms. Gilstrap reminded Board members to recuse themselves when action on a staff member, family, or friend is under consideration by the Board. She also reminded Board members that they should refrain from participation in any discussions in which they may have a potential or existing conflict of interest.

Approval of Minutes - Janice Jones

Minutes for the December 5, 2007 meeting were sent to all Board Members.

Board Action: Dr. Burt Ogle made a motion to approve the Minutes. Motion was seconded by Perry Solice. All votes affirmative.

Copies of Closed Session Minutes were distributed.

Board Action: Terry Pierce made a motion to approve the Closed Session Minutes. Motion seconded by Lynn Lathan. All votes affirmative.

Approval of the Financial Report – Janice Jones

Janice Jones presented the Financial Report. Bank Balances as of January 23, 2008 were Checking account - \$32,261.54, Money Market account - \$7,455.44, Share account - \$33.54 and STIF account - \$33,316.88. Total of these accounts are \$73,067.40.

Board Action: Perry Solice made a motion to accept the Financial Report. Motion was seconded by Lynn Lathan. All votes affirmative.

Chair's Report – Ann Gilstrap

Ann Gilstrap appointed Perry Solice to the Audit Committee and removed Patricia Hawkins who is now on the Education Committee. She reported that the contract with Tobin Shepard to manage the Board's website has been signed.

Vice Chair's Report – Terry Pierce

Terry Pierce reported on the status of the new database. It should be ready for release by the first of February. Some modifications are still being done. Announcement will be sent out on the listserv by Terry Pierce.

Secretary-Treasurer's Report – Layton Long

No Report

Secretary to the Board's Report - Janice Jones

Janice Jones reported that most of the 2008 renewals have been recorded. New database system is pretty much ready to go live. She requested a meeting with the Audit Committee to work on the budget and review the 2007 financial records.

Education Committee Report

Dr Burton Ogle, Education Committee member presented the Education Committee Report for Malcolm Blalock.

The following 2007 Continuing Education Requests were reviewed by the Board:

	Name of Education/Training	Organization Sponsor	Location	Start Date	End Date	Hours Requested	Recommended Approval
404	24 Hour HAZWOPR	Central Piedmont CC/Foamex	Cornelius	10/01/07	10/03/07	24.00	15.00
406	ICS 300	PHP &R	Greenville	02/27/07	03/01/07	15.00	Need timed agenda

407	ICS 400	NCDEM/Pitt Community College	Greenville	08/30/07	08/31/07	12.00	Need timed agenda
408	Environmental Enforcement Training	DENR	Fayetteville	09/04/07	09/05/07	8.00	8.50
409	Fourth Annual NC Sustainable Energy Conference	NC State Energy Department	Raleigh	03/07/07	03/08/07	?	Deny-relevance
410	Energy Management II, Improving Equipment Efficiencies	NC State Energy Department	Raleigh	06/04/07	06/08/07	?	1.25
411	HAZWOPR Update Part B	DENR	Wilmington	03/30/07	03/30/07	4.00	Need timed agenda
412	Regional Supervisor/Program Specialist Training	OWPS	Kenansville	02/28/07	02/28/07	4.00	4.25
413	Advanced Soils and Drip Irrigation Workshop	OWPS	Jacksonville	12/06/07	12/07/07	10.50	9.00
414	Leading Effectively When the Only Constant is Change	NCPHA	RTP	09/27/07	09/27/07	1.00	1.00
415	IS 701	FEMA	Online	Various		3.00	5.00
416	IS 703	FEMA	Online	Various		3.00	3.00

Board Action: Recommendation from Education Committee to approve all of the above requests with the exception of #406, #407 and #411 which all need a timed agenda and #409 which was denied due to relevance. All votes affirmative.

The following 2008 Continuing Education Requests were reviewed by the Board:

	Name of Education/Training	Organization Sponsor	Location	Start Date	End Date	Hours Requested	Recommended Approval
08001	2008 Soil Science Society of NC Annual Meeting	SSSNC	Raleigh	01/22/08	01/23/08	12.75	11.25
08002	Eastern EH Supervisors Assoc Quarterly Meeting	EEHSA	Greenville	01/17/08	01/17/08	4.00	3.50
08003	Global PH Preparedness:Is It Possible?	U of Michigan SPH	Online	Various		5.50	Denied due to inability to verify attendance
08004	Human Health & Animal Disease:An Epidemiologic Collision?	U of Michigan SPH	Online	Various		4.25	Denied due to inability to verify attendance
08005	Pandemic Influenza:Could History Repeat Itself?	U of Michigan SPH	Online	Various		5.75	Denied due to inability to verify attendance
08006	Cutting Edge Legal Preparedness for Chronic Disease Prevention	PH Grand Rounds	Online	Various		1.00	Denied due to inability to verify attendance
08007	2nd Annual A Life or Meth Situation Pre-Conference Workshop	SRAHEC	Southern Pines	03/10/08	03/10/08	4.00	4.00
08008	2nd Annual A Life or Meth Situation Conference Workshop	SRAHEC	Southern Pines	03/10/08	03/11/08	6.50	5.00
08009	Inspire, Influence and Inform:Improving Your Communications	SOP	Various	Various		15.00	15.00
08010	Mid-Atlantic Mosquito Control Association Annual Ed Conference	Mid-Atlantic Mosquito Control Assoc	Baltimore MD	02/27/08	02/29/08	12.75	12.75
08011	Swimming Pool Spa Operators Course (One Day)	The Pool Professor	Various	Various		6.25	6.25
08012	Swimming Pool Spa Operators Course (Two Day)	The Pool Professor	Various	Various		11.75	11.75
08013	Forsyth County Health Summit: Finding the Balance	NWAHEC/Wake Forest Sch Medicine	Winston Salem	01/15/08	01/15/08	6.00	Denied due to relevance
08014	CDPims & CD Mobile Training	CDP/Dare Co	Manteo	01/08/08	01/09/08	11.00	11.00
08015	Transportation Safety-A Growing PH Transportation Challenge	CDC/NCEH/ATSDR	Atlanta GA	02/07/08	02/07/08	1.00	1.00

08016	An Overview of EPA's Water Security Initiative	CDC/NCEH/ATSDR	Atlanta GA	02/29/08	02/29/08	1.50	1.50
08017	Basic Private Wells Workshop	SOP	Various	Various		18.00	18.00
08018	Strengthening Supervisory Skills	SOP	Various	Various		12.00	12.00
08019	Keeping Swimming Safe and Healthy	SOP	Various	Various		19.75	19.75

Board Action: Recommendation from Education Committee to approve all of the above requests with the exception of #08003, 08004, 08005, 08006 and 08013 which were denied for reasons stated above. All votes affirmative.

Intern Applications for January 29, 2008

<u>Name</u>	<u>County</u>	<u>Degree</u>	<u>University</u>
Joshua Coltrain	Dare	BA Biology	UNC-Chapel Hill
April Palette	Toe River District	BS Env Studies	UNC-Asheville
Chadwick Davis	Lincoln Co	BS Agronomy	Tennessee Tech
Kimberly Chrismon	Rockingham Co	BS Biology	UNC-Greensboro
Erik Johnson	Madison Co	BS EH	ECU

No Employment Verification Form

Matthew Yearout	Durham Co	BS Env Science	NCCU
James Stokley	NCDENR/SS	BS Env Science	UNC-Wilmington
Melissa Harrison	Macon County	BS EH	WCU

No Job Description

Kevin Ingle	Alexander Co	BS EH	WCU
Marya Leeman-Johnson	Stanly Co	BS Biology	Unv California-SB

Board Action: Recommendation from Education Committee to approve RS Intern status to the above named individuals once all documents are received and verified. All votes affirmative.

INTERNS ELIGIBLE FOR RS STATUS

<u>Name</u>	<u>County</u>	<u>Date Eligible</u>
Caroline Suggs	Wake Co	10/25/07
James Randall Ross	RPM	10/25/07
Jill Hutchinson	Davidson Co	10/25/07
Justin Smith	Person Co	10/25/07
Melanie Hudson	Edgecombe Co	10/25/07
Tashaunda Hill	Pitt Co	10/25/07
Thomas Shannon Jennings	Wayne Co	10/25/07
Travis Howard	Wake Co	2/01/08
Mary Parrish	Pitt Co	2/06/08
Trevor Peterson	Cherokee Co	2/10/08
Philip Anderson	Cherokee Co	2/10/08
Randy Caudle	Caldwell Co	2/20/08
Amber Ramey	Person Co	3/13/08
Edward Cushman	Scotland Co	3/16/08

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.

Recess for Lunch at 12:44 p.m.

Back in Session at 1:21 p.m.

Legislative Report – Layton Long

Layton Long reported that Senator Stan Bingham has agreed to introduce a bill to update Board Statutes as previously discussed.

Board Action: Motion made by Burt Ogle and seconded by Terry Pierce to enter into Closed Session to discuss investigations. All votes affirmative.

In Closed Session at 1:28 p.m.

Back in Open Session at 2:21 p.m.

Michael Thompson Case – Discussion as to rescheduling Mr. Thompson’s hearing and whether or not he holds a current registration. Janice will check on his registration status. Based on his registration status, Mr. Barkley will correspond with Mr. Thompson after which the Board will determine what action needs to be taken.

Gerald Strickland Case – John Barkley reported that the appeal has been withdrawn. Case closed. Mr. Barkley will forward the records to the Board.

Pamlico County Investigation – Case closed.

Michael Beane Case – The Investigative Team determined based on a guilty plea of accepting bribes for issuance of wastewater permits that there is probable cause for a hearing on the action of his RS Registration under GS 90A-64(a) (4) defrauding the public, (6) dishonesty, (8) inexcusable neglect of duty and (9) guilty of any unprofessional or dishonorable conduct unworthy of and affecting the practice of his profession.

Board Action: Recommendation from Investigative Team to hold a hearing unless Mr. Beane has not renewed in two years . All votes affirmative.

Chair Ann Gilstrap will verify a complaint concerning a Toe River District employee.

RS Exam will be administered on March 27, 2008 at the Transylvania County Library in Brevard NC. Committee meetings will be held directly after the exam. If time permits, the RS Board will meet after the committee meetings and reconvene at 8:30 a.m. on Friday, March 28, 2008 at the same location.

Meeting was adjourned at 3:50 p.m.

Respectfully submitted,

Layton Long, RS
Secretary-Treasurer

Date Approved _____

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