

RS BOARD MEETING MINUTES

June 25, 2009

Board Meeting

The meeting of the NC State Board of Sanitarian Examiners was held on Thursday, June 25, 2009 at 2728 Capital Blvd in Raleigh NC. Those in attendance were: Ann Gilstrap, Malcolm Blalock, Patricia Hawkins, Terry Pierce, Lynn Lathan, Sheila Nichols, Perry Solice, Layton Long and Janice Jones. Dr Burt Ogle was absent. Tony Arnold and Drew Morgan was also present.

Called to Order – Chair Ann Gilstrap called the meeting to order at 10:13 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 March 25, 2009 meeting were sent to all Board Members.

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

Financial Report – Janice Jones

Janice Jones presented the Financial Report. Bank Balances as of June 24, 2009 were Checking account - \$2,201.13, Money Market account - \$6,099.08, Share account - \$34.36 and STIF account - \$35,038.85. Total of these accounts are \$43,373.42.

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

Vice Chair's Report – Terry Pierce

Terry Pierce reported that Tony Arnold is retiring at the end of July. Tony Arnold informed the Board that Office of Intern Training would be willing to offer some of the courses that have been done in the past by SOP. Courses would be separate from CIT. CIT will be offered 3 times a year. RSTAS is still being hosted by Blue Lizard and due to restructuring of IT at DENR, it is recommended to not make a change at this time. Decision was made to add phone numbers to the Directory on RSTAS site (pdf or excel is available).

Terry Pierce reported that SB141 VOC was passed and will be effective October 2010. SB752 did not make the Passover. He reported that the Conflict of Interest Bill introduced by Soil Scientists needs some push in the House. DENR is neutral. Mr. Pierce reported that next year's budget is lean. DEH is moving more toward fee-based budgeting. He also reported that Accreditation has \$100,000 funding for next year in the budget discussions, which would cover salaries for director and one support person.

SOP

Several positions have been lost. SOP is going to operate very differently in the future. DEH will assist by picking up some of the courses that were offered by SOP.

DEH is maintaining a site to list vacancies on DEH's website. Board asked Malcolm to have Tobin to put a link to this on the Board's website.

Education Committee Report – Patricia Hawkins

Patricia Hawkins, Education Committee Chair presented the Education Committee Report.

Intern Applications

<u>Name</u>	<u>County</u>	<u>Degree</u>	<u>University</u>
Justin White	Surry Co	BS Biology	Appalachian State
Michael Young	Macon Co	BS Env Health	Western Carolina

Pending Receipt of Official Transcript

Ryan Smith	Rockingham Co	BS Env Technology	NCSU
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Board Action: Recommendation from Education Committee to approve RS Intern status to Justin White, Michael Young and Ryan Smith pending receipt of his official transcript. All votes were affirmative.

INTERNS ELIGIBLE FOR RS STATUS

<u>Name</u>	<u>County</u>	<u>RS #</u>	<u>Date Eligible</u>
Amanda Waller	Mecklenburg	2210	3/25/09
Brandon Shaffer	Forsyth	2240	3/25/09
Charles Valentine	Franklin	2293	3/25/09
Leslie McKinney	Toe River	2215	3/25/09
Jonathan Wiley	Person	2307	3/25/09
Lillian Barfield	Davidson	2218	3/25/09
Melissa Harrison	Macon	2305	3/25/09
William Wade	Lenoir	2268	3/25/09
Robert Adam Nobles	Bladen	2353	3/26/09
Kyle Baker	Iredell	2327	5/19/09
Jason Jackson	Mecklenburg	2258	6/20/09
James Stokley	DENR/SS	2304	6/25/09
James Parker	Rockingham	2272	7/09/09
Herbert Prunty	Rockingham	2271	7/16/09
Randall Moore	Iredell	2275	7/16/09
Benjamin Scott Aldridge	Iredell	2274	7/16/09
Christopher Choate	Mecklenburg	2280	8/15/09
Duane Crawley	Lincoln	2285	8/20/09
David Shoaf	Mecklenburg	2339	8/27/09
Monica Randolph	Appalachian	2287	8/28/09
Tasharra Kenion	Mecklenburg	2279	8/29/09
David Hill	Montgomery	2294	9/01/09
Bradley Jones	Carteret	2283	9/03/09
Melissa Lombardi	New Hanover	2291	9/18/09

Board Action: Recommendation from Education Committee to grant RS status to the above named individuals who have met or will meet all requirements on the listed effective date. Ann Gilstrap abstained from voting on the one from Carteret County. Terry Pierce abstained from voting on the one from DENR. Lynn Lathan abstained from voting on those from Mecklenburg County. Layton Long abstained from voting on the one from Davidson County. All votes affirmative.

The following Continuing Education Requests for 2009 were reviewed by the Board:

Course Number	Name of Education/Training	Organization Sponsor	City	State	Start Date	End Date	Recommended Approval
09030	The Very Small Groundwater Systems Seminar	NCWOA	Wilson		6/18/09	6/18/09	4.00
09082	Role of the Public Health Laboratory	NCCPHP	Online		Various		Denied Due to Relevance
09083	Intro to the State PH Laboratory #1	NCCPHP	Online		Various		0.5
09084	NC Communicable Disease Law	NCCPHP	Online		Various		Denied Due to Relevance
09085	Intro to Communicable Disease Law Part 1	NCCPHP	Online		Various		Denied Due to Relevance
09096	Well Contractors Training Seminar	Mecklenburg Co Groundwater & Wastewater	Charlotte	NC	3/31/09	3/31/09	4.25
09097	Public Water Supply Table Top Exercise	DENR	Various	NC	Various		4.00
09098	Wake County Well Contractor Day	Wake Co Environmental Services	Raleigh	NC	5/29/09	5/29/09	4.75
09099	Southeastern District Educational Meeting	SEDEHS	Wilmington	NC	3/13/09	3/13/09	4.00
09100	West Piedmont EH Meeting	WPEHS	Thomasville	NC	3/12/09	3/12/09	4.00
09101	Grade I Operators School/Physical Chemical Wastewater	NCAWWA-WEA	Raleigh	NC	5/6/09	5/8/09	Need Timed Agenda
09102	Environmental Health Training in Emergency Response	FEMA	Anniston	AL	3/9/09	3/12/09	15.00
09103	NCPHRST 4 Food Contamination Table Top Exercise	PHRST 4/DPH/DHHS	Various		3/30/09	3/30/09	2.75
09104	A Coordinated Response to Food Emergencies & Training	NCDA & CS/NCBR	Raleigh	NC	4/21/09	4/23/09	15.00
09105	Flying the COOP/Isolation & Quarantine	PHRST 3	Smithfield	NC	3/19/09	3/19/09	6.00
09106	CDPims & CDP Mobile Training	CDP/Iredell County	Statesville	NC	3/16/09	3/17/09	10.00
09107	Process Control Coagulation, Flocculation, Sedimentation, Filtration, Chlorination & Disinfection	Blue Ridge Community College	Hendersonville	NC	3/31/09	3/31/09	4.50
09108	South Central Territory Meeting	REHS Food Protection Branch	Various		Various		5.00
09109	NCDENR Recreational Water Quality Monitoring Program	NC Shellfish Sanitation/Brunswick Co HD	Supply	NC	5/19/09	5/19/09	2.00
09110	West Piedmont EH Meeting	WPEHS	Winston Salem	NC	4/16/09	4/16/09	4.25
09111	Radiological Dispersal Device Tabletop Exercise	PHRST 2	Jacksonville	NC	2/5/09	2/5/09	5.00
09112	Lead & Healthy Homes Educational Meeting	NCDENR/CEHB	Raleigh	NC	4/17/09	4/17/09	3.75
09113	Surface Irrigation System Operators Training	NCSU	Raleigh	NC	5/4/09	5/7/09	15.00
09114	North Central District Meeting	North Central EH District	Roxboro	NC	3/26/09	3/26/09	3.25
09115	Regional FPB Supervisors Meeting	REHS Food Protection Branch	New Bern	NC	5/14/09	5/14/09	3.75
09116	ICS 300	PHRST 6/Caldwell Co HD	Lenoir	NC	4/7/09	4/9/09	15.00

09117	Preparing for An Influenza Pandemic: Focus on Local Preparedness	NCCPHP	Online		Various		1.50
09118	ICS 300	Johnston Co Emergency Services	Smithfield	NC	4/28/09	4/30/09	15.00
09119	Carolina's Association for Food Protection Educational Meeting	CAFP	Kannapolis	NC	5/5/09	5/5/09	2.75
09120	Respiratory Protection Train the Trainer for Program Administrators	PHRST 6	Various		Various		6.25
09121	Northeastern EH District Meeting	NEEHD	Greenville	NC	4/3/09	4/3/09	3.00
09122	2009 CHEMPACK Seminar	PHRST 3	Fayetteville	NC	5/13/09	5/13/09	Denied Due to Relevance
09123	Protecting Children From Env Risks in Homes & Child Care Settings	Early Education Institute	Webcast		5/20/09	5/20/09	Need More info
09124	Stormwater Quality & Erosion Control	NCSU/IECA	Asheville	NC	5/12/09	5/13/09	Denied Due to Relevance
09125	Epi Teams Training Curriculum	NCCPHP	Various		Various		10.00
09126	NCAEHA Educational Conference	National Capital Area EH Association	Washington	DC	4/30/09	4/30/09	Need More info
09127	P-FLEX 09: The Real Thing H1N1 Response	PHRST 6	Video Conference		6/2/09	6/2/09	2.50
09128	WPEHS Meeting	WPEHS	Greensboro	NC	6/17/09	6/17/09	4.00
09129	What's the Buzz? Summer Bad Bugs & Other Issues	CLLL/UNC-CH School of Nursing	Chapel Hill	NC	5/21/09	5/21/09	6.25
09130	Preparedness Coordinator Online Course	NCCPHP	Online		1/12/09	3/9/09	15.00
09131	FEMA IS-26 Guide to Points of Distribution	FEMA	Online		Various		4.00
09132	Submersible Motors & Controls Seminar	ITT Residential & Commercial Water	Statesville	NC	6/11/09	6/11/09	7.00
09133	Water Resources Advisory Committee	Triangle J Council of Governments	RTP	NC	7/15/09	7/15/09	1.75
09134	Stormwater Wetlands	NCSU-BAE & Cooperative Extension	Online		Various		Need More info
09135	Best Management Practices	NCSU-BAE & Cooperative Extension	Online		Various		1.50
09136	Installation in Difficult Sites	NC Septic Tank Association	Various		Various		Basic
09137	Pumps, Alarms & Controls	NC Septic Tank Association	Various		Various		3.00
09138	Advanced Pretreatment Systems	NC Septic Tank Association	Various		Various		2.00
09139	Installation of Intermediate Dispersal Systems	NC Septic Tank Association	Various		Various		2.00
09140	Installation of Gravity Systems	NC Septic Tank Association	Various		Various		Basic
09141	Reclaim; Reuse: The Effective Use of Onsite	NC Septic Tank Association	Various		Various		3.00
09142	Onsite Wastewater Field Practicum	NC Septic Tank Association	Various		Various		Need More info
09143	O & M of On-site Wastewater Systems	NC Septic Tank Association	Various		Various		5.00
09144	High Strength Wastewater	NC Septic Tank Association	Various		Various		5.00
09145	Engineered Systems	NC Septic Tank Association	Various		Various		1.00
09146	Subsurface Drip Dispersal	NC Septic Tank Association	Various		Various		3.00
09147	Homeowner Education Guides	NC Septic Tank Association	Various		Various		Denied-Basic
09148	NC Onsite Wastewater POS Inspector	NC Septic Tank Association	Various		Various		Denied-Basic

09149	Options to On-site Systems	NC Septic Tank Association	Various		Various		Denied-Basic
09150	The Coming On-site Storm	NC Septic Tank Association	Greenville		8/12/09	8/14/09	Need Timed Agenda
09151	Soils 100: Getting the Dirt on Soils	NCSU	Various		Various		Denied-Basic
09152	Soils 220: Site Evaluation of Saprolite	NCSU	Various		Various		6.00
09153	Soils 230: Soil Mineralogy	NCSU	Various		Various		7.00
09154	Soils 270: The Science Behind the Soil & Site Rules	NCSU	Various		Various		6.75
09155	Soils 317: Soils of the Mixed Felsic/Mafic Piedmont	NCSU	Various		Various		6.50
09156	Design 100: Principles of Gravity System Design	NCSU	Various		Various		6.25
09157	Inspect 100: Subsurface Wastewater System Inspector School	NCSU	Various		Various		15.00
09158	O & M 150: Basic System Troubleshooting	NCSU	Various		Various		6.50
09159	O & M 201: Pumps & Controls	NCSU	Various		Various		6.50
09160	Tech 102: Onsite Systems Technologies	NCSU	Various		Various		6.25
09161	Tech 110: Intro to Advanced Pretreatment Technology	NCSU	Various		Various		6.50
09162	Tech 200: Septic System Options for Difficult Sites	NCSU	Various		Various		13.75
09163	Tech 220: Remote Systems	NCSU	Various		Various		6.25
09164	Tech 400: Troubleshooting & Remediation of Septic Systems	NCSU	Various		Various		13.75
09165	Tech 500: Decentralized Water/Wastewater Reuse for Clean, Green & Smart Development	NCSU	Various		Various		15.00
09166	Introduction to Decentralized Wastewater	NCSU	Various		Various		6.25
09167	Analyzing Residential & Commercial Wastewater Facilities for High Strength & Hydraulic Loading	NCSU	Various		Various		14.75
09168	Regional Food Protection Branch Meeting	Food Protection Branch	Wilson	NC	6/17/09	6/17/09	3.50
09169	Year 12 Scholar Retreat	SE PH Leadership Institute	Roanoke	VA	4/29/09	5/1/09	14.00
09170	Sustainable Water & Wastewater Infrastructure For Today & Tomorrow	NCSU/NCSTA	Winston Salem	NC	3/18/09	3/19/09	3.50
09171	NEHA 73rd Annual Educational Conference	NEHA	Atlanta	GA	6/21/09	6/24/09	15.00
09172	Navy & Marine Corps Public Health Conference	Navy & Marine Corps	Hampton	VA	3/20/09	3/26/09	15.00
09173	Central NC EH Supervisors Association	CNCEHSA	Asheboro	NC	6/11/09	6/11/09	1.50
09174	28th Annual NC Local Health Directors Legal Conference	UNC School of Government	Chapel Hill	NC	4/22/09	4/23/09	1.25
09175	Quality Improvement 101 (Workshop 1)	Charlotte AHEC/NC Center for PH Quality	Charlotte	NC	6/23/09	6/24/09	Denied Due to Relevance
09176	Quality Improvement 101 (Workshop 2)	Charlotte AHEC/NC Center for PH Quality	Charlotte	NC	11/3/09	11/4/09	Denied Due to Relevance
09177	Unifour Air Quality Conference	Reese Institute/Lenoir Rhyne Univ/WPCOG	Hickory	NC	6/10/09	6/10/09	3.75
09178	Wells: Contamination, Chlorination & County Policy	Chatham Co Public Health Dept	Pittsboro	NC	5/7/09	5/7/09	1.25
09179	2009 Rehab Professionals Workers Comp Conference	Atlantic Orthopedic Specialists	Virginia Beach	VA	5/7/09	5/7/09	Denied Due to Relevance
09180	Finding Your Way: Supervisory Skills for Today's PH Professional	EAHEC	Morehead City	NC	6/16/09	6/17/09	7.00
09181	Field Surveillance for Disasters	Univ of Michigan SPH	Online		Various		2.25
09182	Epidemiology for Non-Epidemiologists	Univ of Michigan SPH	Online		Various		4.25

09183	Environmental Health Issues in Emergency Preparedness & Response	Univ of Michigan SPH	Online		Various		1.00
09184	Psychosocial Issues Related to Bioterrorism	Univ of Michigan SPH	Online		Various		2.50
09185	Epidemiology for Emergency Response	Univ of Michigan SPH	Online		Various		2.25
09186	Zoonotic Disease: Bioterrorism & Beyond	Univ of Michigan SPH	Online		Various		2.75
09187	Biological Agents for Terrorism	Univ of Michigan SPH	Online		Various		1.00
09188	Environmental Health Online Module: Food Safety	Univ of Minnesota SPH	Online		Various		2.50
09189	Environmental Health Online Module: Pest Control	Univ of Minnesota SPH	Online		Various		2.50
09190	Water & Wastewater-Safety & Health Workshop	Brunswick Co Public Utilities/NC Industrial Commission	Bolivia	NC	5/22/09	5/22/09	6.25
09191	The Commissioner's Food Safety Forum	NC Dept of Agriculture & Consumer Services	Raleigh	NC	8/18/09	8/18/09	4.00
09192	HiTop Education Meeting	NCDENR/EHSS	Asheville	NC	4/7/09	4/7/09	4.00
09193	Inspecting for Lead Based Paint	Greenville Tech	Greenville	SC	1/26/09	1/28/09	15.00
09194	Lead Based Paint Risk Assessment	Greenville Tech	Greenville	SC	1/29/09	1/30/09	12.50
09195	IS-701 NIMS Multi-agency Coordination Systems	FEMA	Online		Various		5.00
09196	Mountain District EH Quarterly Meeting	MD NCPHA	Franklin	NC	6/3/09	6/3/09	5.00
09197	Disaster Medical Preparedness Workshop Series	NC OEMS	Greensboro	NC	5/27/09	5/28/09	3.00

Board Action: Recommendation from Education Committee to approve all of the above requests with the exception of those noted as denied, need timed agenda or pending. All votes affirmative.

There was some discussion of Board members auditing CE courses that they attend. Malcolm to have a statement put on CE page of website saying Board members will monitor the courses they attend and also on sign up sheet. Board members will be more proactive in their monitoring role. Quality, Time, Attendance. Drew Morgan will send the Chair a copy of audit form from his group for the Board to review and possibly modify for our use.

Recessed for Lunch at 12:17 p.m.

Reconvened at 12:58 p.m.

Administrative Assistant's Report – Janice Jones

Janice Jones passed out RS Exam roster for tomorrow. March RS Exam grades were reviewed. After some discussion, it was determined that a RS Intern who registers for the RS Exam then is laid off before the exam date can still sit for the RS Exam. RS Intern status ends at the date of unemployment. She reported on PH Law course. Six need to complete the course this year. Four were scheduled to take the course in May. One is employed out of state and one is enrolled in October. This will be discussed at the next Board meeting. Renewal Application will be released in September after the meeting.

Secretary-Treasurer's Report – Malcolm Blalock

Malcolm Blalock reported that the automated Renewal Application for RSTAS is ready to be sent to Blue Lizard. Mr. Blalock informed the Board that he spoke at the North Central Educational meeting about the new law changes.

Legislative Report – Layton Long

Bill passed the Senate, passed the House Health Committee and is scheduled for Judiciary II Committee on July 2, 2009. Hugh Holliman has agreed to handle it when it goes to the floor. Malcolm Blalock will attend for the Board.

Rewrite of the rules was discussed. Malcolm Blalock to make some changes to the proposed rules as marked during the meeting.

Chair's Report – Ann Gilstrap

Materials from Office of State Budget Office and new law discussed. Audit materials need to get to Auditor as soon as possible. It was determined that the Board needed to go into closed session to discuss some issues.

Board Action: Terry Pierce made a motion and seconded by Malcolm Blalock to enter into Closed Session to discuss investigations. All votes affirmative.

Board went into Closed Session at 3:25 p.m.

Board is now in Open Session at 3:56 p.m.

After some discussion of two incidents, the following actions were taken.

Board Action: Motion was made by Terry Pierce and seconded by Perry Solice for the Board to conduct an investigation on a incident which alledgedly occurred in Mecklenburg County . All votes were affirmative.

Board Action: Motion was made by Perry Solice and seconded by Lynn Lathan for the Board to conduct an investigation on a complaint received concerning an alleged violation of laws or rules at Albemarle Regional Health Services. All votes were affirmative.

Chair Ann Gilstrap appointed Layton Long and Patricia Hawkins to conduct an investigation concerning Mecklenburg County incident.

Chair Ann Gilstrap appointed Malcolm Blalock and herself to conduct an investigation concerning Albemarle Regional Health Services complaint.

Next Board Meeting

Next RS Board meeting is scheduled for September 22, 2009 at the Carteret County Health Department in Morehead City NC. RS Exam will be administered on September 23, 2009 at the same location.

Meeting was adjourned at 4:03 p.m.

Respectfully submitted,

Malcolm Blalock, RS
Secretary-Treasurer

Date Approved _____