

REHS BOARD MEETING MINUTES

December 9, 2009

Board Meeting

The meeting of the NC Board of Environmental Health Specialist Examiners was held on Wednesday, December 9, 2009 at 2728 Capital Blvd in Raleigh NC. Those in attendance were: Ann Gilstrap, Malcolm Blalock, Patricia Hawkins, Terry Pierce, Dr Burt Ogle, Sheila Nichols, Perry Solice, Layton Long and Janice Jones. Lynn Lathan was present via conference call.

Called to Order – Chair Ann Gilstrap called the meeting to order at 10:29 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 September 22, 2009 meeting were sent to all Board Members.

Board Action: Terry Pierce made a motion to approve the Minutes. Motion was seconded by Patricia Hawkins. All votes affirmative.

Closed Session minutes were mailed to all Board Members.

Board Action: Dr Burt Ogle made a motion to approve the Closed Session Minutes. Motion was seconded by Malcolm Blalock. All votes affirmative.

Minutes for the November 10, 2009 Conference Call Meeting were sent to all Board Members.

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

Financial Report – Janice Jones

Janice Jones presented the Financial Report. Bank Balances as of December 7, 2009 were Checking account - \$872.59, Money Market account - \$3,800.54, Share account - \$34.61 and STIF account - \$25,624.81. Total of these accounts are \$30,332.55.

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

Malcolm Blalock, Secretary-Treasurer presented and explained an Expenditure Report. Some of the Chart of Accounts (categories) was discussed.

John Barkley joined the meeting at 10:50 a.m.

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

Board went into Closed Session at 11:00 a.m.

Board is now in Open Session at 11:28 a.m.

During Closed Session, updates of investigations in Mecklenburg County and Albemarle Regional Health Services were discussed.

Legislative/Rule Rewrite Report – Ann Gilstrap/Malcolm Blalock

Rewrite of the rules was discussed. Ann Gilstrap and Malcolm Blalock met with John Barkley on December 8th and worked through the major problems. Mr. Blalock will get them redrafted by 12/21/09 and send to the Board Members for review.

Recessed for Lunch at 12:22 p.m.

Reconvened at 1:10 p.m.

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>
William Harrison	Mecklenburg Co	BS Env Science	Catawba College

Board Action: Recommendation from Education Committee to approve REHS Intern status to William Harrison. All votes were affirmative.

INTERNS ELIGIBLE FOR REHS STATUS

<u>Name</u>	<u>County</u>	<u>RS #</u>	<u>Date Eligible</u>
Shaquetta Cooper	Orange Co	2332	9/23/09
Tiffani Beauregard	Mecklenburg Co	2245	9/23/09
Eric Griffin	Wilson Co	2224	9/23/09
James Salter	New Hanover Co	2265	9/23/09
Shineka Small	Cumberland Co	2248	9/23/09
Robert Snow	Forsyth Co	2292	9/23/09
Justine Carpenter-Mauldin	Stanly Co	2297	9/24/09
Chad Davis	Lincoln Co	2300	12/10/09
Matthew Yearout	Durham Co	2303	12/17/09
Debra Harmon	Davidson Co	2310	1/22/10
Earl Edwards	RPM Health District	2315	2/04/10
Joshua Jordan	Davidson Co	2309	2/04/10

Board Action: Recommendation from Education Committee to grant REHS status to the above named individuals who have met or will meet all requirements on the listed effective date. Layton Long and Lynn Lathan abstained from voting on the ones from their counties. All other votes affirmative.

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

Course Number	Name of Education/Training	Organization Sponsor	City	State	Start Date	End Date	Hours Requested	Recommended Approval
09126	NCAEHA Educational Conference	National Capital Area EH Association	Washington	DC	4/30/09	4/30/09	4.50	4.25
09217	2009 HTST Equipment, Controls & Tests	NCSU	Raleigh	NC	7/29/09	7/30/09	12.00	2.25
09307	Management Academy for Public Health 2009	UNC-SPH	Chapel Hill	NC	8/4/08	3/20/09	15.00	15.00
09317	Food Protection Branch Regional Meeting	NC DENR FPB (Daye)	Greensboro	NC	10/22/09	10/22/09	?	4.25

09318	Healthcare Leadership & Administrative Decision Making	US DEPT of Homeland Security/Center for Domestic Preparedness	Anniston	AL	10/25/09	10/30/09	32.00	15.0
09319	PPE, Bloodborne Pathogens & Confined Spaces	Required Training, LLC	Asheville	NC	6/16/09	6/16/09	6.00	5.5
09320	GA Environmental Health Assoc Annual Meeting	GA Dept of Environmental Health	Macon	GA	7/8/09	7/8/09	3.50	3.0
09321	Fundamentals of Public Health Surveillance	UNC Dept of Epidemiology	College Course		8/27/09	12/10/09	15.00	15
09322	Wastewater /Storm Water Interactions Workshop	NC Soil Science Society	Raleigh	NC	12/14/09	12/14/09	6.00	6.0
09323	Central NC EH Supervisors Association Quarterly Meeting	CNCEHSA	Asheboro	NC	12/3/09	12/3/09	2.00	2.0
09324	EH Complaint Investigation Training Course	Alexandria Health Dept	Alexandria	VA	2/26/09	2/26/09	7.25	7.0
09325	VEHA/NCAEHA Fall Educational Session	NCA Environmental Health Assoc	Manassas	VA	10/29/09	10/29/09	4.50	4.25
09326	HAZWOPER Part A Update	NCDENR/HSWS	Raleigh	NC	Various	Various	4.00	4.0
09327	Environmental Law & Surveillance Seminar	NCDENR	Raleigh	NC	11/3/09	11/3/09	6.50	6.5
09328	Juice HACCP & Conducting Juice Inspection	FDA/ORAU	Cary	NC	2/3/09	2/6/09	27.00	Timed Agenda
09329	2009 Business & Industry Safety & Environmental Conference	Guilford Co LEPC & Triad ASSE	Greensboro	NC	9/30/09	9/30/09	5.00	More info
09330	West Piedmont EHS Meeting	WPEHS	Concord	NC	12/1/09	12/1/09	4.00	4.0
09331	EHST 6700 Industrial Hygiene Application	ECU	College Course		5/19/09	7/30/09	15.00	15.0
09332	FDA 577: Special Problems In Milk Protection	FDA/NCDENR	Black Mtn	NC	8/24/09	8/28/09	25.00	15.0
09333	Comprehensive Integrated Training & Exercise	FBI	Raleigh	NC	8/4/09	8/5/09	11.00	12.0
09334	Eastern NC EH Supervisors' Assoc Quarterly Mtg	ENCEHSA	Greenville	NC	12/4/09	12/4/09	4.00	4.0
09335	Lead & Healthy Homes Educational Meeting	CEHB/NCDENR	Raleigh	NC	11/13/09	11/13/09	3.00	3.75
09336	HiTop Education Meeting	FPB/NCDENR	Waynesville	NC	12/2/09	12/2/09	2.75	2.75
09337	Getting to Know Wetlands	NC Coastal Reserve	Beaufort	NC	9/23/09	9/23/09	7.00	5.0
09338	Communication Workshop-Working with the Public	NC Coastal Reserve/National Estuarine Research	Beaufort	NC	9/2/09	9/2/09	5.00	4.75
09339	Beach Nourishment	NC Coastal Reserve	Beaufort	NC	9/30/09	9/30/09	5.00	4.5
09340	Regional Food Protection Branch Meeting	NCDENR FPB (Gammons)	New Bern	NC	11/3/09	11/3/09	4.00	3.25
09341	Pool Operator Certification Course	National Capital Area EH Assoc	Fairfax	VA	5/13/09	5/15/09	10.00	More info
09342	On-site Wastewater Workshop	SOP	Winston Salem	NC	12/17/09	12/17/09	6.00	6.0
09343	Bed Bugs in NC	NCPHA/EHS	Asheville	NC	9/30/09	9/30/09	1.00	1.0

09344	An Evaluation of Two Automated EH Data Management Systems	NCPHA/EHS	Asheville	NC	9/30/09	9/30/09	0.50	.5
09345	Current Status & Future Directions for Reclaimed Water	NCPHA/EHS	Asheville	NC	9/30/09	9/30/09	0.50	.5
09346	Investigation of Well Interference in Wake Co	NCPHA/EHS	Asheville	NC	10/1/09	10/1/09	1.00	1.0
09347	Geology & Private Wells	NCPHA/EHS	Asheville	NC	10/1/09	10/1/09	1.00	1.0
09348	NC Strategic Plan to Eliminate Childhood Lead Poisoning	NCPHA/EHS	Asheville	NC	10/1/09	10/1/09	1.00	1.0
09349	Panel Discussion -H1N1 Early Response	NCPHA/EHS	Asheville	NC	10/1/09	10/1/09	1.50	1.5
09350	Food Emergencies	NCPHA/EHS	Asheville	NC	10/1/09	10/1/09	1.00	1.0
09351	Mountain District EH Educational Meeting	Mountain District EH	Newton	NC	11/19/09	11/19/09	5.00	5.0
09352	North East District EH Educational Meeting	NEDEHS	Winterville	NC	10/23/09	10/23/09	4.25	4.25
09353	Joint Regional Meeting	NCDENR FPB	Washington	NC	12/3/09	12/3/09	5.00	5.0
09354	ICS 300	Blue Ridge CC	Brevard	NC	3/19/09	3/20/09	15.50	15.0
09355	CEHB Regional Meeting	NCDENR CEHB	Black Mtn	NC	12/3/09	12/3/09	4.00	4.0
09356	NC DAQ Ambient Monitoring	NC Div Air Quality	Raleigh	NC	2/18/09	2/19/09	11.00	9.75
09357	Hazwoper Refresher	Asheville Global Env. LLC	Asheville	NC	2/26/09	2/26/09	8.00	7.5
09358	OSHA 1910-120 Hazmat Refresher	Guilford Co Emerg Svcs	Greensboro	NC	11/6/09	11/6/09	7.25	7.0
09359	Preventing Lead Poisoning	DHHS NCSLPH	Various	NC	10/29/09	10/29/09	?	Timed Agenda
09360	OSWPS Drip Inspection Class	NCDENR/OSWPS	Fletcher	NC	7/21/09	7/21/09	2.00	2.0
09361	SE District Educational Meeting	NCPHA EHS	Goldsboro	NC	12/4/09	12/4/09	4.00	4.0
09362	2009 Hazardous Waste Compliance for Gen's	NCDENR Div Waste Mgmt	Wilmington	NC	5/7/09	5/7/09	8.00	6.25
09363	IS 546 Continuity of Operations Awareness	FEMA	Online		Various	Various	1.00	1.0
09364	NCPHA EHS North Central EH District	NCEHD	Raleigh	NC	12/3/09	12/3/09	5.00	5.0
09365	IS 547 Intro to Continuity of Operations	FEMA	Online		Various	Various	5.00	5.0
09366	IS 548 Continuity of Operations Pgm Mgr	FEMA	Online		various	Various	4.00	4.0
09367	IS-3 Radiological Emergency Management	FEMA	Online		Various	Various	10.00	10.0
09368	27th Annual Collection/Dist School	NC Waterwork Assn	Morganton	NC	12/5/09	12/7/09	17.00	15.0
09369	FDA SE Regional Food Safety Seminar	SCDHEC/FDA	Myrtle Beach	SC	11/3/09	11/5/09	13.50	13.5

09370	Safety & Health Workshop	NC Industrial Comm	Taylorsville	NC	4/28/09	4/28/09	6.00	Timed Agenda
09371	Management Academy for Public Health 2010	UNC SPH	Chapel Hill	NC	8/3/09	8/5/09	Withdrawn	Must Complete
	REVISITS--Additional Info Requested							
09218	Community Emergency Response Team Meeting	Lee Co Office of EM	Sanford	NC	10/6/09	10/29/09	24.00	Denied-Info
09252	Downstream User to Downstream User	Blue Ridge Community College	Flat Rock	NC	Various		6.00	Denied-Info
09254	Process Control: Coagulation, Flocculation, Sedimentation, Filtration & Chlorination	Blue Ridge Community College	Flat Rock	NC	Various		6.00	Denied-Info
09255	Pumps & Maintenance	Blue Ridge Community College	Flat Rock	NC	Various		6.00	Denied-Info
09256	Water & Wastewater Disinfection	Blue Ridge Community College	Flat Rock	NC	Various		6.00	Denied-Info
09281	2009 Community Health Assessment	Healthy Carolinians	Greensboro	NC	10/7/09	10/7/09	3.50	Denied-Info

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

Need to put a statement on the notification letter given to new interns to make them aware that if their employment changes, they must inform the Board.

RSTAS Update – Malcolm Blalock

Malcolm Blalock reported that the system will be left with Blue Lizard for the present time. They have implemented a “ticket system” for us to report problems or features that need to be addressed.

Board Action: Malcolm Blalock made a motion and seconded by Layton Long to give a positive response pending details and approval of a contract to partnering with Blue Lizard to make the database system available to other entities . All votes affirmative.

Chair’s Report – Ann Gilstrap

Chair Gilstrap reported that she has received the resignation of the Board’s Administrative Assistant, Janice Jones, effective January 31, 2010. Job description needs to be updated before the vacancy is posted. Advertisement will be posted on the Board’s website and through EH Listserv.

Secretary-Treasurer’s Report – Malcolm Blalock

Malcolm Blalock presented a proposed budget for 2010. With the economic situation of today, numbers of REHS Interns and REHS have declined; therefore, impacting the proposed income of the Board.

Board Action: Layton Long made a motion to accept the 2010 Budget. Motion was seconded by Perry Solice. All other votes affirmative.

Vice Chair’s Report – Terry Pierce

Terry Pierce reported that DEH is now doing most of the SOP trainings. UNC will still conduct the law courses but with a price increase to \$225. DEH courses will remain at \$125. SOP Committee will still design courses. Ann Gilstrap will remain on the SOP Committee in another capacity and Terry Pierce will represent the Board on the SOP Committee.

Administrative Assistant’s Report – Janice Jones

Janice Jones read a letter from Shelton Hawley, Auditor, concerning the 2008 Annual Audit. She also distributed for review the final Audit Report. Copies have been mailed to the required state offices. NEHA has ended its contract with LaserGrade for optional testing and are contracting with Pearson VUE, effective December 1, 2009. Guidelines for

applying to take the REHS exam through Pearson VUE will be same. The price has increased from \$205.00 to \$225.00 for this service. She reported that a new seal embosser and new certificates reflecting the Board name change have been ordered.

Election of Officers – Terry Pierce presented the following slate of officers for 2010:

Chair	Patricia Hawkins
Vice Chair	Terry Pierce
Secretary-Treasurer	Malcolm Blalock

Board Action: All votes were affirmative.

2010 REHS Exam dates will be determined at the January meeting.

Next Board Meeting

Next REHS Board meeting is scheduled for January 7, 2010 at 2728 Capital Blvd in Raleigh, NC.

Annual Renewal Audit will take place on January 6, 2010 at 2728 Capital Blvd in Raleigh, NC.

Meeting was adjourned at 4:05 p.m.

Respectfully submitted,

Malcolm Blalock, RS
Secretary-Treasurer

Date Approved _____