

NC State Board of Environmental Health Specialist Examiners

Minutes of December 14, 2010 Board Meeting

The meeting of the NC State Board of Environmental Health Specialist Examiners was held on Tuesday, December 14, 2010, at 10:00 a.m. at the Davidson County Health Department, 315 N Greensboro Street, Lexington, NC. Those in attendance were Patricia Hawkins, Terry Pierce, Malcolm Blalock, Jeff French, Lynn Lathan, Seth Swift, Layton Long, Greg Bright, Courtney Silverthorne and Perry Solice. Debra Yarbrough participated via conference call. Burt Ogle was absent.

Called to Order - Chair Patricia Hawkins called the meeting to order at 10:20 a.m.

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

Approval of Minutes:

The October 7 and 8th, 2010 minutes were reviewed and accepted with the following modifications:

Change the zip code on page 1, paragraph 1 from 28734 to 27834. Change the meeting date on page 1, paragraph 1 from October 8 to October 7 for those in attendance. Change the word “offered” to “agreed” on page 2, paragraph 3. Change the wording from “The Board discussed during closed session the ongoing investigations” to “The Board discussed ongoing investigations during closed session” on page 9, under “Returned to open session”. Delete the second “policy” word on page 10, in the 2nd Board action. Insert “The Board meeting concluded on October 8, 2010, at the conference room in the First Citizens Bank, 2405 Stantonsburg Road, Greenville, NC 27834” on page 11, under “Reconvened”.

Board Action: Terry Pierce made a motion to accept the October 7 & 8, 2010 Minutes with the above changes. Seth Swift seconded the motion. All votes affirmative.

The October 7, 2010 Closed Session minutes were reviewed. The word “broad” was changed to “board” in the second paragraph. The name under the 3rd investigation was changed from “Tom Woods” to “Russell Williams”.

Board Action: Greg Bright made a motion to accept the October 7, 2010 Closed Session Minutes with the above changes. Lynn Lathan seconded the motion. All votes affirmative.

The October 8, 2010 Closed Session minutes were reviewed. The word “approved” was changed to “discussed” in the first paragraph.

Board Action: Perry Solice made a motion to accept the October 8, 2010 Closed Session Minutes with the above changes. Malcolm Blalock seconded the motion. All votes affirmative.

Financial Report – Adele Newman

The bank account balances were distributed and reviewed. The \$3,200 invoice from the CPA was paid but has not yet cleared the bank and is therefore showing in the checking account balance. There have been approximately 270 renewals received so far with approximately 872 still pending. Renewals are being entered into RSTAS shortly after receipt and checks deposited into the Money Market account.

The Board approved the Financial Report.

Chair’s Report – Patricia Hawkins

The Board received a letter from an individual in Kittrell, NC. Although not currently a Board related issue, the Board took note as it could possibly become a complaint in the future.

Tobin Shepherd has reported that the rsboard.com domain must be renewed in March at a fee of \$20. Tobin recommends starting up ncreshboard.com as an alternative site. Both sites would run concurrently for a year while phasing out the old and beginning the new. The Board discussed the possibility of getting a lower rate if multiple years were paid in advance.

Board Action: Malcolm Blalock made a motion to renew rsboard.com for one year at \$20 and ask Tobin to look into the rate of a multi-year contract for 2012 if paid in advance. Lynn Lathan seconded the motion. All votes affirmative.

The Board discussed reducing the number of times the exam is offered to two in 2011. Layton Long stated Davidson County will have a bigger board room and would be available for the Board's use. Hickory and Raleigh or slightly east of Raleigh were suggested as the two possible locations. The Board will discuss exam dates at the next meeting in January, 2011 when Burt Ogle is in attendance.

Vice Chair's Report – Terry Pierce

The Nominations Committee made the following recommendations: Seth Swift, Vice Chair; Jeff French, Secretary-Treasurer and Patricia Hawkins, Chair.

Board Action: A motion to close the nominations was made. Courtney Silverthorne and Malcolm Blalock seconded the motion. All votes affirmative.

Board Action: A motion was made to accept the Nominations Committee's recommendation. Malcolm Blalock and Layton Long seconded the motion. All votes affirmative.

Debra Yarbrough volunteered and was appointed to be a member of the Audit Committee by the chair effective January 1, 2011.

Elizabeth Buono of the Governor's office confirmed recommendations had been received for the Health Director position replacement. A replacement was not yet appointed. The Governor's Office had proposed streamlining Boards and Commissions by putting multiple boards together under a State level agency. The Governor referenced Virginia's system of all credentialing boards under one State office. Governor Purdue has combined several state level departments. DENR and DHHS were not affected by those reorganizations. The governor's web site states that there will be internal changes made within these departments.

The Merger study that is due by 1/15/11 will indicate that the merger will be so expensive that it will not be recommended until the economy is better. Recommendations on Fiscal Research and Legislature are also due by 1/15/11. The Legislative Committee will be dissolved after the recommendation.

To maintain quality and strengthen SOP, it has been incorporated as a non-profit entity having its own bank account and Federal ID#. Anna Beamer will continue to work with the SOP program.

Secretary-Treasurer's Report – Malcolm Blalock

The Board received a letter from NCBOS, Department of Commerce requesting that we update our info on their website.

The 2011 Budget was distributed to the Board. To arrive at the 2011 budgeted amounts, actual past expenditures were used in conjunction with anticipated changes for the coming year. The Board discussed the following possible ways to reduce costs:

1. Do a CE approval conference before the exam and reduce REHS meeting time on exam day.

2. Reduce number of exam dates in 2011. Possibly in Hickory and Raleigh or another central location. The Board is required to meet in Raleigh at least once a year.

Board Action: Lynn Lathan made a motion to hold two exam dates in 2011. Malcolm Blalock seconded the motion. All votes affirmative.

The Board discussed reducing meeting expenses and depositing excess funds into the STIF account.

Board Action: Layton Long made a motion to approve the Budget with surplus funds to be deposited into the STIF account. Seth Swift seconded the motion. All votes affirmative.

The Board discussed and declined reducing the mileage reimbursement rate as a cost savings.

Malcolm Blalock stated the Board should have set their fees higher than the current rule changed fees effective 7/1/10. With the current fee schedule the Board will not make any money for a long time to come. Mr. Blalock recommended a future increase in fees in order to be able to save money.

Malcolm Blalock returned the original QuickBooks Pro 2009 software to the Board as he is no longer able to use it. The Board discussed the disposition of the software as well as the old Board computer. The Board has no policy on surplus or outdated equipment. In order to donate the computer the files would need to be cleaned off first. It is currently at DEH. Perry Solice volunteered to check with NCPHA EH Section to see if they would like the QB Pro 2009 software.

Malcolm Blalock will remain as the State Portal system contact through the end of his term on December 15, 2011.

Recessed for lunch: 12:13 pm

Reconvened: 12:45 pm

Administrative Assistant's Report – Adele Newman

There are currently approximately 870 renewals expected. There were 11 individuals that did not submit a 2010 renewal and will lose their registration effective January 1, 2011. Mailing was sent by email and USPS to the Retired and Unaffiliated individuals reminding them to renew and use RSTAS.

The NEHA contract is on-going and the exam fee will remain at \$115 per exam for the life of the contract unless the contract is renegotiated. As of July 1, 2010, there is an additional \$50 administration fee for one or all 3 parts of the exam.

The Board discussed what to charge for providing replacement REHS Certificates. It was decided the approximate cost to the Board is \$14.20 without adding in labor time for the Administrative Assistant. The Board members agreed to continue charging \$10 for a duplicate REHS certificate and \$5 for replacement of the permanent registration card.

Education Committee Report – Greg Bright

The following chart lists the Continuing Education Applications for 2010 and 2011 that were reviewed by the Board on 12/14/10.

Course #	Name of Education/Training	Organization Sponsor	City	State	Start Date	End Date	Request Hours	Hours Approved
10101	2010 Food Safety Education Conference	USDA/NSF	Atlanta	GA	3/23/10	3/26/10	15.00	withdrawn
10121	New Hire Law and Evidence	Food & Drug Administration	New Orleans	LA	2/22/10	3/13/10		DENIED

Course #	Name of Education/Training	Organization Sponsor	City	State	Start Date	End Date	Request Hours	Hours Approved
10227	West Piedmont EH Section Meeting	WP EH Section	Greensboro	NC	6/17/10	6/17/10	4.00	LL
10243	Preparedness Coordinator Online Course	NC Center for Public Health Preparedness	online		various	Various	20.00	LL
10286	Regional Collaboration & Tribal Partnerships	Western Oregon Univ, Eastern Band Cherokee Indians	Cherokee	NC	7/28/10	7/28/10	8.00	PENDING
10288	Field Specialist Training	Ecosure	Lincolnshire	IL	7/13/10	7/16/10	20.00	5.50
10304	Lev I Erosion & Sediment Control/Storm water Certification for NCDOT Projects	NCSU & NC DOT	Raleigh	NC	6/22/10	6/22/10	4.00	withdrawn
10305	Lev II Erosion & Sediment Control/Storm water Site Mngmt	NCSU & NC DOT	Raleigh	NC	6/22/10	6/22/10	4.00	withdrawn
10310	CDC 1001 Biology & Control of Insects & Rodents	CDC- NEHA	online				15.00	withdrawn
10345	Basic Inspector Training	EPA Region 7 & 4	Raleigh	NC	9/8/10	9/10/10		4.50
10346	Lead Risk Assessor Refresher	Greenville Technical College	Raleigh	NC	8/4/10	8/4/10		5.25
10347	Lead Supervisor Refresher	Greenville Technical College	Raleigh	NC	8/5/10	8/5/10		5.25
10348	SOP Lead Investigation & Remediation	DENR/DEH/Office of Education & Training	Winston-Salem	NC	11/3/10	11/5/10	16.25	14.75
10349	IAFP Annual Conference	International Assoc for Food Protection	Anaheim	CA	8/1/10	8/4/10	21.00	20.00
10350	Children's Environmental Health Branch Regional Meeting	CEHB DENR	various		various	Various	5.25	5.25
10351	2010 Business/Industry Safety & Environmental Conference	Guilford County LEPC & Triad ASSE	Greensboro	NC	10/13/10	10/13/10	4.50	3.00
10352	Eastern NC EH Supervisors' Assoc Qtrly Mtg	Eastern NC EHSA	Greenville	NC	10/1/10	10/1/10	4.00	4.00
10353	Zoonotic Diseases & Public Health	NC Center for Public Health & Preparedness	online				0.50	0.50
10354	IS-0806 Emergency Support Function #6	FEMA Emergency Management Institute	online				1.00	0.50
10355	IS-00811 Emergency Support Function #11	FEMA Emergency Management Institute	online				1.00	0.75
10356	SOP Illegal Foods & Non-Permitted Food Sales	DENR/DEH/Office of Education & Training	Raleigh	NC	12/8/10	12/8/10	6.25	6.25
10357	Southeastern District Meeting	Southeastern District	Clinton	NC	12/10/10	12/10/10	4.25	4.00
10358	ServSafe (one time for Instructor only)	NC Cooperative Extension, Surry Co EH	Mt. Airy	NC	11/1/10	11/4/10	14.75	3.00
Course #	Name of Education/Training	Organization Sponsor	City	State	Start Date	End Date	Request	Hours Appro

							Hours	ved
10359	FEMA ICS-200 for Single Resources & Initial Action Incidents	FEMA Emergency Management Institute	online				3.00	3.00
10360	FEMA ICS-100 Introduction of the Incident Command System	FEMA Emergency Management Institute	online				3.00	3.00
10361	NC Bed Bug Summit	DEH/Pest Management, NCSU, NC Mosquito and Vector Control Assoc	various		various		5.00	5.00
10362	Management Academy for Public Health	UNC-CH School of Public Health	Chapel Hill	NC	8/3/09	4/21/10	15.00	15.00
10363	West Piedmont EH Section Meeting	West Piedmont EH Section	Mocksville	NC	11/10/10	11/10/10	4.00	4.00
10364	2010 NGWA Ground Water Expo & Annual Meeting	National Ground Water Assoc	Las Vegas	NV	12/7/10	12/10/10	14.00	14.00
10365	Food Borne Illnesses & Infectious Disease	Office of Healthy Carolinians & Health Education	Greensboro	NC	9/30/10	10/1/10	1.50	1.50
10366	Healthy NC 2020 Objectives EH	Office of Healthy Carolinians & Health Education	Greensboro	NC	9/30/10	10/1/10	1.50	1.25
10367	Meters, Valves & Hydrants	NC Rural Water Assoc	Statesville	NC	3/9/10	3/9/10	6.00	6.00
10368	NC Water Works South Piedmont Section Mtg	NC Water Works Operator Assoc	Mooresville	NC	6/8/10	6/8/10	2.00	1.00
10369	NC Water Works South Piedmont Section Mtg	NC Water Works Operator Assoc	Huntersville	NC	8/31/10	8/31/10	2.00	2.00
10370	NC Water Works South Piedmont Section Mtg	NC Water Works Operator Assoc	Statesville	NC	10/26/10	10/26	2.00	2.00
10371	Regional Food Protection Branch Meeting	Laura Gammons	New Bern	NC	8/31/10	8/31/10	4.00	4.00
10372	Regional Food Protection Branch Meeting	Laura Gammons	New Bern	NC	6/17/10	6/17/10	4.00	4.00
10373	NC EH District Educational Meeting	NC EH District	Raleigh	NC	11/10/10	11/10/10	4.75	5.25
10374	EH Training in Emergency Response	CDC NEHA	Atlanta	GA	3/2/10	3/5/10	15.00	15.00
10375	FD 312 Special Processes at Retail	US Food & Drug Administration	Perry	GA	3/9/10	3/10/10	12.00	12.75
10376	Leadership Communication Certificate Program	South Central Public Health Partnership	online				10.00	10.00
10377	OSHA 1910 - 120 Hazmat Refresher	Guilford County Emergency Services	Greensboro	NC	11/3/10	11/3/10	7.00	7.00
10378	Bacteriological Methods in Analysis of Drinking Water	NC State Lab of Public Health NCWOA	Raleigh	NC	3/23/10	3/26/10	20.00	20.00
Course #	Name of Education/Training	Organization Sponsor	City	State	Start Date	End Date	Request	Hours Appro

							Hours	ved
10379	Lead Project Designer Refresher	Greenville Technical College	Raleigh	NC	8/6/10	8/6/10		4.00
10380	Management & Supervision for Public Health Professionals	UNC-Gillings School of Global Public Health	Durham	NC	various		49.50	20.00
10381	NCAEHA 2010 Spring Educational Conference	Nat'l Capital Area EH Association	College Park	MD	11/10/10	11/10/10	5.00	4.25
10382	EH Brown Bag Training	Alexandria Health Department	Alexandria	VA	11/10/10	11/10/10	3.00	3.00
10383	EH Brown Bag Training	Fairfax County Health Department	Fairfax	VA	6/30/10	6/30/10	2.00	2.00
10384	FD 241 State Shellfish Standardization Officer	FDA IFPTI	Battle Creek	MI	11/2/10	11/3/10	15.00	11.00
10385	2010 NCMVCA Annual Conference	NC Mosquito & Vector Control Assoc	Atlantic Beach	NC	11/17/10	11/19/10	12.00	10.50
10386	Microbes & Storm water 101	NCSU Bio & Ag Engineering	Raleigh	NC	10/15/10	10/15/10	3.50	3.00
10387	OSHA 30 Hour General Industry Course	NC Department of Labor	Castle Hayne	NC	5/24/10	5/27/10	20.00	20.00
10388	GA Environmental Health Assoc Annual Mtg	GA Environmental Health	Macon	GA	7/7/10	7/7/10	4.00	4.00
10389	GA Board of Registered EH Professionals Mtg	GA Environmental Health	Macon	GA	2/12/10	2/12/10	4.00	3.75
10390	Hazard Communication; MSDS, Fire Safety	Required Training LLC	Ashville	NC	12/1/10	12/1/10	6.00	4.00
10391	FDA Southeast Region Annual Food Safety Seminar	FDA	Nashville	TN	11/15/10	11/18/10	18.00	16.00
10392	Wake-Johnston Collaborative Local Watershed Plan	Wake County	Raleigh	NC	10/7/10	10/7/10	2.50	denied
10393	Regional Food Protection Branch Meeting	Craven County Food Protection Branch	New Bern	NC	11/15/10	11/15/10	4.00	4.00
10394	NC Emergency Management Forum	NC Emergency Management	Greensboro	NC	8/4/10	8/4/10	8.00	6.25
10395	2101 BEST Conference	Wake County LEPC	Raleigh	NC	2/10/10	2/10/10	8.00	4.50
10396	NC Health Physics Society 2010 Spring Mtg	NC Health Physics Society	Raleigh	NC	3/4/10	3/5/10	8.00	5.75
10397	SQF Safe Quality Food	NSF	Pittsburg	PA	2/1/10	2/2/10	16.00	12.75
10398	Central NC EH Supervisors Assoc Mtg	Central NCEH Supervisors Assoc	Asheboro	NC	12/2/10	12/2/10	2.00	2.00
10399	Hazwoper Refresher	Asheville Global Environmental	Asheville	NC	5/20/10	5/20/10	8.00	7.50
10400	2010 NC DAQ Ambient Air Monitoring Workshop	NC DENR, NC DAQ	Raleigh	NC	2/16/10	2/17/10	8.50	3.25
10401	BMP Storm water Reviewer Certification Workshop	NC State & Div of Water Quality	Raleigh	NC	12/16/10	12/17/10	10.00	9.00
Course #	Name of Education/Training	Organization Sponsor	City	State	Start Date	End Date	Request Hours	Hours Approved

10402	West Piedmont EH Section Mtg	West Piedmont EH Section	Concord	NC	12/9/10	12/9/10	4.00	4.00
10403	CDC-0702 Biology & Control of Insects & Rodents	CDC-NEHA	online				18.00	18.00
10404	Regional Food Protection Branch Meeting	Food Protection Branch	Wilson	NC	11/30/10	11/30/10	4.75	4.75
10405	Rainwater Harvesting Workshop	NC Coastal Reserve	New Bern	NC	10/27/10	10/27	7.00	5.00
10406	Planning for NC's Future: Ask the Climate Questions	NC Interagency Leadership Team	Raleigh	NC	3/2/10	3/3/10	10.00	10.00
10407	Low Impact Development Basics for Water Quality Protection	NC Nat'l Estuarine Research Reserve	Beaufort	NC	11/30/10	11/30/10	3.50	3.25
10408	Global Positioning and Geographical Information	NCSU Soil Science Dept	online				2.00	2.00
10409	Soil Survey in the 21st Century	NCSU Soil Science Dept	online				2.00	2.00
10410	How to Control Turbidity on Construction Sites	NCSU Soil Science Dept	various		various		7.00	7.00
10411	Advanced Construction Site Turbidity Control	NCSU Soil Science Dept	various		various		12.00	11.50
10412	Mountain District EH Section Ed Mtg	Mountain District EH Section	Brevard	NC	12/8/10	12/8/10	5.00	4.00
10413	Swain County Erosion Control Training	Swain Co Water	Bryson City	NC	3/12/10	3/12/10	4.00	3.00
10414	Bed Bugs in EH, Social & Hospital Services	Mecklenburg County HD	Charlotte	NC	12/2/10	12/2/10	1.50	1.50
2011 COURSES REVIEWED AT DECEMBER MEETING:								
11001	New Technologies in Waste Water	Eastern Area Health Education Center	Winston-Salem	NC	4/12/11	4/14/11	17.50	17.50
11002	Soil Science Society of NC Annual Mtg	Soil Science Society of NC	Raleigh	NC	1/18/11	1/19/11	9.50	8.50
11003	Mid-Atlantic Mosquito Control Assoc Conf	Mid-Atlantic Mosquito Control Assoc	Wilmington	NC	2/22/11	2/24/11	9.25	9.25
11004	2011 NCGWA Trade Show & Cont Ed	NC Ground Water Assoc	Hickory	NC	1/28/11	1/29/11	7.00	7.00
11005	Soil, Water & Public Health	Univ of Alaska	online				15.00	20.00

The following courses were reviewed by the Board and changed to:

Course #10227 4.0 hrs approved; Course #10243 20 hrs approved; Course #10384 11.25 hrs approved; name change on Course #10395 from "2101 BEST Conference" to "2010 BEST Conference".

The Board approved the recommendation from the Education Committee to approve the attached referenced Continuing Education requests with the exception of those noted as being either tabled and/or needing more information.

INTERN APPLICATIONS

The following Intern application was presented to the Board:

Sharon Annette Guyton

Cumberland BS Biology

Appalachian State

Board Action: The Board approved the above referenced applicant as Intern.

INTERNS ELIGIBLE for REHS STATUS

	Name	County	REHS	DOE
1	Lynnda Marie Baker	Surry	2326	5/15/2010
2	Christopher Allen Avery	Pitt	2331	6/24/2010
3	Jaymin J. Patel	Orange	2329	6/24/2010
4	Laura Windsor Baker	Union	2337	9/2/2010
5	William David Shields	Caswell	2343	9/15/2010
6	Tracey Ann Hutchinson	RPM	2314	9/27/2010
7	Emily Smith Motes	Duplin	2344	10/2/2010
8	William Job Faber	Johnston	2323	10/8/2010
9	Steven Bobby Cox	Union	2336	10/8/2010
10	Jo Anne Lee Beale	Hertford	2342	10/8/2010
11	Bruce Lee Grooms	Transylvania	2311	12/30/2010
12	Taylor Morton Jolly	Stanly	2350	1/5/2011

Patricia Hawkins recused herself from approval of Bruce Grooms’ REHS status. The Board determined that Mr. Grooms will meet his 2 year work requirement as of 12/31/2010. Tracy Hutchinson met her required work experience effective 9/27/2010.

Board Action: The Board approved the above referenced for full REHS status pending meeting all requirements on the listed effective date.

There were some interns who were missed on previous Board meeting lists due to lack of a tracking system. Adele Newman has implemented a spreadsheet to track these. The Board discussed the date of hire versus date of registration and date of eligibility. Effective July 1, 2010, the Rule states the date of eligibility references date of registration. The date of eligibility for those registered as Interns prior to July 1, 2010, is their hire date. If hired after July 1, 2010, the date of eligibility is the date of registration.

A recommendation was made to place a notice on the Board’s website that beginning July 1, 2010, the registration date not hire date determines eligibility date as an Intern, the 2-year work experience requirement, the 3-year deadline to complete requirements for REHS, and 4-year Public Health law requirement deadline.

Board Action: The Board approved the posting of the above on the website.

Leonard Robinson provided his active duty orders and requested a military waiver from CE requirements.

Board Action: The Board approved Leonard Robinson’s request for military waiver due to active duty.

Education Committee Objectives

Online courses – The Committee plans to revise CE policy on individuals obtaining all of their CE requirements through on-line courses. They will do this by drafting a document that provides guidelines and breaks up requirements into different levels depending on level of difficulty. The level of difficulty varies as many online courses are easily completed in less time than what the sponsor states is required. The Committee does not recommend individuals obtain all their CE hours using only online courses.

Appropriateness of courses – The Committee will work on language regarding the definition of the appropriateness of courses (i.e.: are they too basic; claiming credit for teaching a class; non-technical courses such

as skin sun exposure/safety; driver training, etc.) Perhaps limiting these to a set percentage of hours received for the year (i.e.: non-program issues allowed for 25% of hours, etc.)

Q&A, test review, welcoming and wrap up times - The Committee plans to revise CE policy and guidelines regarding approving time for these items in courses.

There were no requests for Fast Tracking or reciprocity requests submitted.

Audit Committee Report – Perry Solice, Chair

The Audit Committee met at 8:30am on December 14, 2010. Reconciliation of checks and bank statements were completed and all documentation was found to be in order. The following questions arose during the audit and were satisfactorily addressed: the bank incorrectly keyed in the check number of a check written. The entry correctly recorded in QuickBooks and the bank properly processed the check. The check number discrepancy was also noted in the statement. The Board issued a reimbursement check to an REHS who had overpaid for his renewal fee for 2011. Two checks written were not listed on the bank statement as they were outstanding at the time of the audit.

The Board approved the Audit Committee report.

RSTAS Update- Malcolm Blalock

Blue Lizard has worked on two items: updating the fees screen and the rollover hours. The rollover hours report is to be run whenever needed. The report is planned to be done on a routine basis and run as many times as necessary by the Administrative Assistant or any Board member. The member's account screen will read "you need 10 hours for renewal" for 2011 if there were 5 hours carried over. This function still needs to be tested. Updating the course status report in which courses will show as either approved, pending or denied in RSTAS has not been written but is in the works.

Malcolm Blalock experienced trouble with being locked out of secure site. Other members stated the same. Members will check with Tobin if they experience problems. All Board Members were asked to try to logon and let the Chair know their status.

Legislative Committee Report – Malcolm Blalock

Malcolm Blalock reported on the Executive Order #70. The group has been looking at rules without any recent changes. Our only issue under this examination will be with reciprocity. Malcolm Blalock and Jeff French will discuss this. Jeff French will decide how the committee will proceed.

Board Action: Terry Pierce made a motion to enter into closed session. Greg Bright seconded the motion. All votes affirmative.

Entered closed session: 2:20 pm

The board entered closed session at 2:20 pm for the purpose of discussing ongoing investigations.

Board Action: Terry Pierce made a motion to leave closed session. Lynn Lathan seconded the motion. All votes affirmative.

Returned to open session: 3:09 pm

The Board discussed in closed session the on-going investigations.

On the Catawba investigation, the Investigation Team will draft a cease and desist letter to be reviewed by the AG's office and sent to the individual.

Board Action: Board accepted the Investigation Team's recommendation to send letter unanimously.

Terry Pierce, Jeff French and Seth Swift abstained from voting.

Plaque Status

Three retired Board member plaques were not presented at NCPHA or delivered: Dicke Sloop, Mack Dendy and Sheila Nichols. Terry Pierce will present Sheila Nichol's plaque at the next DEH meeting. Greg Bright took plaque for Dicke for presentation at s future meeting. Mack Dendy's is to be mailed.

Board Action: Terry Pierce made a motion to adjourn. Perry Solice seconded the motion. All votes affirmative.

Meeting Adjourned: 3:30 pm

Respectfully submitted,

Malcolm Blalock, REHS
Secretary-Treasurer

December 14, 2010

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