



NORTH DAKOTA ENVIRONMENTAL HEALTH ASSOCIATION

Meeting Minutes

Business Meeting for Board Members

October 21, 2015

Jamestown – Quality Inn & Suites

The annual business meeting was called to order by President Jane Kangas at 1:00 pm. Approximately 48 members were in attendance.

President Kangas introduced herself and the current board members: Lisa Otto-Westman, Grant Larson, Kenan Bullinger, Marcie Bata, Jayme Calavera, and Candace Carlson.

President Jane asked members if they had reviewed last year's business meeting minutes that were in their packets. She then asked for a motion to approve last year's meeting minutes. *Allen McKay made a motion to approve the secretary's minutes; Grant Larson seconded the motion; all were in favor; secretary's meeting minutes approved.*

President Jane asked for the members to review the Treasurer's Report, which was in their packet. Treasurer, Jayme said that the treasurer's report was audited by the auditing committee and approved. Jane asked for a motion to approve the treasurer's report. *Mike Lee made a motion to approve the treasurer's report; Tim Haak seconded the motion; all were in favor; treasurer's report approved.*

OLD BUSINESS

Jane said that there were various committees formed two years ago. She then asked for an update from the legislative committee. Keith Johnson gave an update. He said that one thing to note by all local health units/districts is that state codes need to be adopted at the local level, to be enforceable.

Scholarship committee: The scholarship committee has been discussed a lot at the board meetings and has been decided to be set aside for now.

Sewer committee: Jim Heckman gave an update. SORA – all local people were put on an email listserv by Jim. Jim said this will help keep everyone in the loop on the national level.

Performance standards: We do not have any at the time, we are planning to put training together in February or March that will be offered statewide, and will probably be held in Bismarck. This will be our first real attempt at showing that we are working as a statewide team.

NEW BUSINESS

By-law changes

Each member received a copy of the proposed by-law changes. Jane said that the board voted on some changes to the existing by-laws. The membership vote is required to implement any new by-laws. Jane went over the by-laws proposed changes, including the change in membership levels. *Jane asked for a motion of hands for all in approval. All were in approval. No one was opposed. The new proposed by-laws were approved.*

Future Conference Plans

Jane said that next year's conference will be in Bismarck, from October 18-20th at the Radisson. Jane then asked for someone to offer to hold the 2017 conference. There wasn't anyone who offered, so Jane said we will reach out to Sherry Adams, with Southwestern District Health Unit and Daphne Clark, Upper Missouri District Health Unit about holding it in the western part of the state.

Upcoming trainings and training materials

Jane mentioned upcoming trainings are posted on the NDEHA website. She advised members to let Marcie know about any trainings they would like posted on the website. A few of the upcoming trainings, including the FDA training, to be held March 22-23rd were mentioned. It was mentioned that the FDA training will be videotaped and put on the forum for members to see and have discussion on.

Jane mentioned that books and training materials for the REHS test can be checked out with Sherry Adams with Southwestern District Health Unit. Sherry Adams is also in charge of training hours and everyone was asked to submit their CEU's to Sherry Adams.

Awards

Lisa Westman, past president in charge of the nominations committee, provided the ballot results for the new at-large member. Lisa announced that Melissa Wilson with First District Health Unit has been voted in as the new at-large member. Congratulations to Melissa. All other positions move up one spot.

It was also announced that NDEHA applied for an award thru IAFF, and received the award for recruiting ~35 new members in the year 2014. Marcie, Jane, Candace, and Jayme were in charge of putting together the application and submitting the award application. Congratulations NDEHA!

At this point, Grant took over the gavel as the new president. Grant commended Jane Kangas on a great job as president. She brought a lot to the board and was part of the implementation of new by-laws, many new NDEHA members, and great leadership. Grant presented Jane with the Past President Award. Congratulations, Jane!

Grant presented the following awards:

Dan Mattern, employee of 33 years with Bismarck Fire, and nominated by Anton Sattler. Congratulations Dan!

Richard Klockman with a merit award, as nominated by the Grand Forks Public Health staff for his commendable role in training new hires. Congratulations, Richard!

Mike Lee- Merit award, as nominated by Grant Larson, for all his work with training staff on a statewide level. Congratulations, Mike!

Sherry Adams, distinguished service award, as nominated by Marcie Bata and Candace Carlson, for all her work with helping environmental health practitioners statewide prepare for their REHS tests. Congratulations, Sherry!

Marcie Bata, distinguished service award, as nominated by Jane Kangas, Candace Carlson for her great efforts at getting the NDEHA website off the ground, updated, and promoting it greatly. Robin Izzler also nominated Marcie for a distinguished service award for her exemplary environmental health work on a regional level. Congratulations, Marcie!

Grant then presented plans to keep the momentum going and to get additional support from members statewide. He talked about Iowa having some really good speakers. He also gave a thank you to for the food suppliers for the meals.

Grant said we have a new initiative for student membership. We want to incorporate them in to our association by forming a task force or committee. He said the board also talked about sponsoring someone to come to the conference, and providing a new member 101.

Molly Curry announced that she would be retiring as of June 1, 2016. She talked about some of her duties and activities over the past years and mentioned enjoying her role with NDEHA.

With no further business, there was a motion to adjourn by Anton, with a second by Kennan. Meeting adjourned at 1:45 pm.

Respectfully submitted,

Candace Carlson

NDEHA Secretary