

NDEHA Board Meeting Minutes

June 22, 2022

11:00am CST, TEAMS



- **Attendees:** Marcie, Aaron, Julie, Javin, Erin, and Jayme
 - **Absent:** Chris
- Meeting called to order by President, Julie.
- Aaron made a motion for approval of previous meeting minutes. Javin seconded. All aye, motion carried.
- **Secretary Updates:** No updates. Discussed secretary's involvement in fall conference.
- **Treasure Updates:** Jayme emailed out current financials.
 - Checking Balance: \$7,547.34
 - Savings Balance: \$2,027.10
 - CD Balance: \$7,211.81
- **Committee Updates**
 - **Website/Proclamations:** Website has been updated as needed. Question about adding statewide licensed septic installer list to website again. Not sure if there is a need or not. Safe swimming week proclamation was sent to Governor in May. Plan to send Septic Smart week proclamation to Governor in September. Aaron will visit with Fargo/Cass PIO to determine other EH observance days/weeks that we should have on our radar.
 - **Membership/Sustaining Partners:** Discussing on space for sustaining partners at Minot conference and if there should be an extra cost. Motion made by Javin to charge \$25/vendor booth at fall conference. Marcie seconded. Jayme provided discussion that often this extra space does not cost us extra money and therefore we shouldn't charge our partners. Javin withdrew motion. Aaron moved that sustaining partners are active from the time of registration for 12 months to include registration and a table at one conference during that time frame. Jayme seconded. All aye, motion carried. Further discussion had on sustaining partners and location of current documents in google drive.
 - **Bylaws:** Julie provided Chris's report in his absence. No updates.
 - **Legislative:** Marcie had no updates for this committee. Will work with Julie and SACCHO during the upcoming session.
- **Unfinished Business**
 - **Seek a new audit committee:** Needs to be done before fall conference. Fargo/Cass has a new EHP that is interested. Will explore that option closer to the conference.
 - **New member brochure:** Should be a collaboration between membership and website committees. Needs to be updated, ideally before the fall so that it would

be ready to distribute to college students.

- **Fall Conference: Sleep Inn & Suites and Convention Center October 18-20, 2022**
 - Website is up to date.
 - **Agenda:**
 - Speaker suggestions will be pulled from the annual after conference survey. A call for speakers will be sent with the save the date. Aaron will update document and send out to membership soon.
 - Discussed pre-conference workshop, possibly an RS study session? Would need to be offsite and not at the hotel. No determination made.
 - Julie broke board into workgroups to work on different time slots for the agenda. Suggestions should be sent to Aaron. Continued discussion at monthly board meetings.
 - **Local Arrangements:** topic will be discussed at next meeting
 - **Speaker gifts:** topic will be discussed at next meeting
 - **Nominations and Awards:** topic will be discussed at next meeting
- **SACCHO Meeting Report & Environmental Health Topics:** Julie is attended June 15 SACCHO meeting to provide F&L, NDEHA, and ND EHP Licensure Board updates. If we or any of our teams have EH concerns, please communicate with Julie so that they can be discussed at SACCHO.
- Marcie moved to adjourn meeting and Aaron seconded. All aye, motion carried.