

MEHA Board Meeting Minutes
August 13, 2013

The meeting was called to order by President Kim Carlton at 11:34 a.m. The following Board members were present: President Kim Carlton, Erin Smilanich, Jim Topie, Jeff Luedeman, Kyle Johnsen, Sharon Smith, and Kris Keller. The following members were present: Karen Casale, Nicole Koktavy, Bette Packer, Lisa Schreifels, and Jessica Jutz.

Agenda

M/S/P Smith/Smilanich to approve the meeting agenda.

Secretary's Report

M/S/P Smilanich/Johnsen to approve the June minutes with the following correction: under Newsletter Committee, "June" was changed to "summer".

Treasurer's Report

Lisa Schreifels presented the treasurer's report. MEHA is doing well fiscally. Ending balance last period (6/1/13 to 7/31/13) was \$67,290.78. Net change was -\$3,534.92. The net change indicated in the Treasurer's Report was adjusted up \$322.71 from investment activity. M/S/P Carper/Topie to approve the Treasurer's Report as amended.

Presidents Report

Kim Carlton and Erin attended the NEHA AEC in Washington DC with several others from Minnesota agencies. It was a good conference with a large array of sessions. Regional affiliates focused attention on how to increase association attendance and participation. Some offer scholarships, free membership after passing the REHS, video announcements, among other initiatives for student members, such as free registration at local meetings, etc. The idea of a student science fair presenter at the MEHA AEC was well received, especially as a substitute key-note speaker. A web portal for affiliate presidents (NEHA affiliate connection) was set up for information sharing and requests.

Committee Reports

Awards – Rob Carper presented the report. MEHA presents three awards. Rob is seeking ways to increase numbers of award nominees. Ideas include communication with Environmental Health leader (i.e., EH Directors, others); request EH leaders to serve on the Awards Committee; solicit nominations via the MEHA Newsletter, at MEHA Conferences, and thru the general membership listserv.

Conference – Jessica Jutz presented the report. There will be no Fall Conference this year due to the Regional NEHA Conference in LaCrosse, WI. The committee is searching and requests

suggestions for a Winter Conference site and speakers/topics. January 23rd and February 6th are tentative dates.

Finance – Treasurer’s report was reviewed on 8/12/13.

History – no report submitted. Manny Camilon is interested in staying involved with the committee.

Legislative – Bette Packer presented the report. Bette requests that MEHA issue factual/science-based educational information statements in support of or against legislative issues as applicable for the next and future legislative sessions. With Board approval, Bette is seeking assistance in drafting statements in an efficient manner if and when the opportunity arises. The committee can develop a “Who is MEHA” fact sheet and an information sheet on “cottage foods” for this session. Lisa and Kyle are willing to help with the development of these sheets/statements.

Membership – Karen Casale submitted the report. MEHA currently has 346 members.

Newsletter – Lori Green is working on the Summer newsletter.

Nominations – No report submitted.

Outreach – Kyle Johnsen presented questions on MEHA items (i.e., fleece sweaters/jackets, novelty t-shirts, pens, post-its, etc.). How much are members willing to pay and is this something MEHA would be willing to subsidize? Kyle will come back with examples and prices.

Publicity and Marketing – Tom Messina is no longer chair or member of this committee. Kim will contact prospective members.

Registration – No report submitted. Next MEHA exam is October 18th.

Resolutions – No report submitted.

Technology – Nothing to report for this period.

Scholarship – Nicole Kockavy presented the report. Nicole plans to attend the August 28th School of Public Health/Environmental Health student orientation to recruit members. Jessica has been invited to be a guest lecturer at UWEC in mid-November and can provide membership applications as well.

Student – No report submitted. Kris Keller is planning to attend a technical advisory meeting at UWEC next week in regards to their EH program. Perhaps MEHA can invite the presidents of the schools’ student associations to visit a MEHA meeting in an effort to increase awareness, membership and participation in MEHA.

President Elect’s Report

Erin Smilanich has contacted committees that had not provided job action sheets as a reminder to provide them. She also suggested temporary events and legal aspects as topics for future MEHA conferences.

Old Business

Scholarship Committee Budget Proposals – The committee has drafted proposed announcements for an RS stipend, an annual recurring MEHA scholarship for undergraduate students in EH, and three recurring student stipends to attend the MEHA Winter conference.

Regarding the three-recurring student stipends to the MEHA Winter Conference, the Board prefers that the announcement be opened to the School of Public Health in general. Students' registration fee will be waived, but the students must either provide an interview for the newsletter or submit a written summary about the conference. The announcement should have a web-link to the MEHA site for information about MEHA and how to join.

The recurring MEHA scholarship is titled the MEHA North Star Scholarship. This limited term scholarship is intended to attract top tier undergraduate students who seek internship and employment in Minnesota. Students must be currently enrolled full-time in an EH or PH program at a college or University within NEHA Region IV. This year's award will be \$1,000.00, and will be presented at the 2014 MEHA Winter Conference. The recipient will receive a conference registration fee waiver, but no travel expense reimbursement. Selection criteria need to be developed.

Regarding the REHS stipend, this is going to be changed to offering a free one-year MEHA membership for those who pass the exam.

The Committee will further develop these stipends and scholarship for the October meeting.

New Business

Scholarship Trustee appointment: Kim has reappointed Nicole Kockavy as first year scholarship trustee.

Announcements

None.

Upcoming Meetings

The next Board meeting is scheduled for October 8th, at Black Bear Crossings at Como Lake. Additional meetings are scheduled for December 10th at the Ramsey County Office, February 11th, and April 8th.

Adjourn

M/S/P Carlton/Johnsen to adjourn the meeting at 2:21 p.m..