

MEHA Board Meeting Minutes
October 8, 2013

The meeting was called to order by President Kim Carlton at 11:35 a.m. The following Board members were present: President Kim Carlton, Vice President Jim Topie, Jeff Luedeman, Kyle Johnsen, Sharon Smith, and Kris Keller. The following members were present: Petrona Lee, Karen Casale, Nicole Koktavy, and Jessica Jutz. Kim appointed Petrona Lee as a voting member for the meeting.

Agenda

M/S/P Smith/Topie to approve the meeting agenda as submitted.

Secretary's Report

M/S/P Johnsen/Smith to approve the August 2013 meeting minutes as submitted.
Annual renewal of non-profit corporation was filed with the MN Secretary of State.

Treasurer's Report

Kim Carlton presented the treasurer's report. MEHA is doing well fiscally. Ending balance last period (8/1/13 to 9/30/13) was \$64,918.60. Net change was -\$2,372.18. This was largely due to NEHA AEC travel expense. M/S/P Luedeman/Topie to approve the Treasurer's Report as submitted.

Presidents Report

Kim Carlton attended the NEHA Region IV Conference in LaCrosse, WI. There was decent representation and good opportunity for networking. Also, there were over 100 prizes for the silent auction.

Regarding students, Presidents of Student EH Associations are ex-officio Board members of MEHA. There does not appear to be a Student EH Association at the UMN SPH. MEHA can pursue this matter with contacts at the SPH. Students at UWEC would like to get more involved with MEHA. Kim sent several welcome letters to students. She will task the Student Committee liaison to work with the Student Committee in reaching out to EH students.

Kim provided applicable sections of the policy & procedure manual to committee chairs/liaisons for their respective committee duties. Please look at prescribed tasks and be prepared to give an update at the December MEHA Board meeting.

Kim is looking to get membership more involved and to increase awareness of committee activities. She might try to host a coffee/happy hour (a MEHA social/networking event) this winter after working hours to discuss how members would like to see MEHA move forward.

NEHA is accepting abstracts through this week for their AEC in Las Vegas, NV.

Committee Reports

Awards – No report submitted

Conference – Jessica Jutz presented the report. The MEHA Winter Conference will be Thursday, January 30th at the Continuing Education and Conference Center at the UMN St. Paul campus. The MEHA Spring Conference will be held May 1st and 2nd at the Arrowwood Conference Center in Alexandria.

Finance – No report submitted.

History – No report submitted.

Legislative – No report submitted.

Membership – Karen Casale submitted the report. MEHA currently has 352 members. There has been several member relocations and have been working to capture updates.

Newsletter – Lori Green submitted the report. Quarterly Newsletter reports are too much given current workload. Lori proposed publishing the MEHA Newsletter twice per year: March and Fall. Perhaps MEHA could do more social media updates. NEHA sends email updates as a timelier mode of communication, as opposed to a newsletter. A change would require updates to the Policy & Procedure manual. M/S/P Luedeman/Johnsen to change frequency of the MEHA Newsletter to twice per year (March, September) with supplemental email updates through various media such as Wild Apricot. This change will start in 2014. Newsletter and Technology committees will work together to send bi-monthly updates via email.

Nominations – Dan Disrud has contacted members.

Outreach – Kyle Johnsen will get information about items discussed during the October Board meeting for the December meeting.

Publicity and Marketing – No Chair for this committee currently.

Registration – Frank Sedzielarz submitted the report. The RS/REHS study sessions have been conducted on a twice-monthly basis at the Fridley Community Center.

Resolutions – No report submitted.

Technology – Kim Carlton submitted the report. Wild Apricot allows tracking of listserv-type emails that are delivered, not delivered, opened, and links that are clicked within the emails. The highest percentages of messages opened were generally related to newsletters and job postings.

Scholarship – Nicole Koltavy and Caleb went to the UMN EH student orientation in August and passed out membership forms. Nicole will send a Mary Lauren Olson scholarship notice to the UMN in near future.

Student – Kris Keller visited UWEC. The school of EH is making some changes and faculty are interested in involvement with MEHA. The committee is looking at how to attract more students into EH. Caleb presented future MEHA scholarship opportunities with the group.

President Elect's Report

No report for this meeting.

Old Business

Scholarship Committee Budget Proposals – Nicole submitted an update to the proposals from the last meeting.

MEHA membership award to new RS/REHS: No changes to announcement.

Announcement to Students to attend the Winter MEHA conference: Minor amendment was as follows: *Students selected* to attend the conference ...

MEHA North Star Scholarship: One scholarship granted. Minor amendments include: The Northstar Scholarship fund is a limited term scholarship for undergraduate students currently enrolled in *a program that would enable them to sit for the RS/REHS exam*. A link to REHS requirements will be added after this sentence.

M/S/P Luedeman/Lee to approve Nicole's proposals as amended.

New Business

Sharon Smith presented a preview of the Public Health Logo on the NACCHO website. Many local health departments use this badge. Should MEHA buy the PH logo as pins for MEHA members? Not sure how many members would wear this. We could incorporate this logo into MEHA banners, name cards, cups etc.

Member Survey: Kim Carlton reminded the Board of the membership survey and asked if we should do this again this year. The Board agrees, but requests that several questions be removed because the survey is long and certain questions do not provide longer-term value. Please review and see how committees can incorporate responses to the past survey.

Continuing Education for Sanitarians: A member requested opportunity to change/postpone CE requirements for "inactive" periods. A proposal was submitted to the Sanitarian Rule Committee. MEHA has no purview here, though Board members support this concept.

Announcements

Petrona Lee gave an overview of her work in public health in Jamaica in support of a diabetes program dealing with awareness/identification/diagnosis. Objectives are about education, prevention, and management of the disease, as well as awareness of the risk posed by obesity. Access to food is a primary concern among the community, more so than obesity and risk of diabetes. Her group's charge is also in identifying sources of breakfast food, and also deal with concern over food safety.

Upcoming Meetings

The next Board meeting is scheduled for December 10th at the Ramsey County Offices in Maplewood. This will be our annual potluck meeting. Other future meetings are February 11th and April 8th.

Adjourn

M/S/P Topie/Smith to adjourn the meeting at 2:00 p.m..