



MEHA Board Meeting Meeting

October 18th 2017

1800 West Old Shakopee Rd City of Bloomington.

Call to Order

Meeting called to order at: 11:39 AM

Quorum: 6 of 11.

President:	Nicole Hedeem	Present
First Past President:	Jeff Luedeman	Present
Second Past President:	Sadie Pulk	Present
Vice President:	Mike Melius	Not - Present
President-Elect:	Caleb Johnson	Present
Member at Large:	Jenni Lansing	Present
First Year Director:	Jessica Jutz	Present
Second Year Director:	Jesse Harmon	Present
Third Year Director:	Valerie Gamble	Present
Secretary:	Ryan Lee	Present
Treasurer:	Eric Freihammer	Present

Introductions – Non Board Members

Heather Flueger - MDH

Kim Carlton - MDH

Amy Zagar – Hennepin County

Agenda Approval

Sadie P. moves to approve the agenda, Ryan L. seconds the motion. The motion carries.

Secretary’s Report

1. August Board Meeting Minutes for review
2. PnP presented to the board as amended
3. Renewed the MEHA Non Profit with the Secretary of State

Caleb J. moves to approve the minutes, Jesse Harmon seconds the motion. The motion carries.

Treasurer's Report

-redacted budget numbers-

Conference expenditures not fully seen in the budget at the moment.

Board briefed on financial status of the organization.

Jessica J. moves and Jeff L. seconds the motion to accept the treasurer's report.

President's Report

Thank you to everyone for all the work that went into the Fall Conference.

President-Elect's Report

Strategic directions, board duties, discussed, and reminders will be sent out.

Committee Reports

Awards Committee

Respectfully submitted by Sadie Pulk

The Awards Committee has begun revising the award applications and will soon be soliciting award nominations.

Conference Planning Committee

Respectfully submitted by Jessica Jutz, Michelle Messer & Tessa Whitemarsh

The conference planning committee helped to put on the FDA Central Region Seminar/NEHA Region 4 Conference. The reports for this are covered in another agenda item. The committee will likely be going through a transition period as Jessica is ready to pass the reigns to someone else after being on the committee since 2011. The winter conference is Thursday, January 25th at the U of M's Continuing Education and Conference Center on the St. Paul Campus. We have just begun contacting speakers.

Communications Committee

Finance Committee

Respectfully Submitted by: Lisa Schreifels

The finance committee reviewed the Treasurers bimonthly report. All expenses and revenues were accounted for and bank balances accurate. Further deposits are pending for the recent conference and are expected to be presented to the treasurer from other committee members shortly. The treasurer will bring printed copies of the report to the meeting.

History Committee

No report

Legislative Committee

Jenni Lansing provided an in meeting update:

Pnp looks fine, scheduled a state capital tour Friday, March 16th 2018. Noon to one. 35 people maximum. \$5 donation suggested.

Membership Committee

Respectfully submitted by Karen Casale & Dan Disrud

After the most recent updates we have 445 members (423 when the September lapsed members are removed). Since the August board meeting we have added 22 new members (8 active and 14 students), however 91 members lapsed June 2016 through August 31, 2017 (48 active, 1 Junior, 2 retired, 39 students and 12 sustaining). The process used for the student orientations and the U of M career fair seem to be going very well. I attaching a general format to use for gratis student memberships. The code for gratis memberships should be valid for no more than 2 weeks. We still need to work on a process of student member renewals. Please emphasize the use of school email addresses for student verification.

Getting the membership to update their membership profile is a continuing problem. Fillable PDF membership applications are now available on the MEHA website in addition to online membership and profile options.

The list of members whose membership expired between June 1, 2016 and September 30, 2017 is attached. Please continue to make personal contacts with as many on the list as possible. We have had a good response to personal contacts and have generated several renewals of lapsed members.

Please continue to monitor the lists of members interested in committees or the board of directors. The lists are attached.

Nominations Committee

Outreach Committee

Respectfully submitted by Amy Zagar

MEHA Outreach organized a river clean up event on October 14, 2017. Event was successful, 18 volunteers participated; lots of trash was collected. This was the second time partnering with MN DNR at Ft. Snelling State Park to clean up the Mississippi River watershed.

Next volunteer event will be on January 13, 2018 at Open Arms, contact Amy Zagar to sign up (space it limited).

Both volunteer events were posted on the MEHA Facebook account and were sent in multiple e-blasts.

MEHA Store- 28 MEHA apparel items were purchased during the last store opening. Outreach is planning to open the store again during the first week of November. New MEHA apparel items were added to include a Mens fall jacket, various hats and beanies. As always, requests for new apparel is welcome (apparel options found at <http://rambow.com/>), contact Amy Zagar if you have a request or suggestion.

MEHA Outreach and Marketing Committees purchased new MEHA items for giveaways (pens, koozies, sunglasses and lip balm). Each new MEHA item includes the MEHA logo and MEHA website. It is recommended to add the MEHA website when possible to all items for giveaways and to all printed documents. If you have an MEHA outreach event, please coordinate with Amy Zagar to pick up MEHA swag.

MEHA was represented at Roosevelt High School on October 16, 2017 during their Public Health Career Fair.

MEHA Outreach and Marketing Committees are looking for more volunteers to attend career fairs around the metro, state and/or out of state. We are encouraging interested MEHA members to coordinate with their alma mater to attend a careers fair. There is a tool-kit assembled to aid in setting up the MEHA booth. Please contact MEHA Outreach or Marketing Committee with questions.

Publicity & Marketing Committee

Respectfully submitted by: Jesse Harmon
Upcoming Events:

Government & Nonprofit Career Fair – Oct. 20th

Thank you to Jenni Lansing, Sarah Leach, Jesse Hennes, and Kyle Johnsen for volunteering to represent MEHA at the event.

U of M Job & Internship Fair – February 26, 2018

Environmental Internship & Career Fair – February 7, 2018

Registration Committee

Respectfully submitted by Frank Sedzielarz, REHS

We conducted two study sessions in September, on 9/13 and 9/28/2017 at the Fridley Community Center (FCC) in Fridley, MN. We will conduct an October session on Wednesday, 10/18/2017 at the FCC, noon-3pm in Room 112. The topic will be Healthy Housing/Residential and Institutional Environments. The session will be conducted by Doug Edson (douglas.edson@health.state.mn.us).

Resolutions Committee

Scholarship Committee

Respectfully submitted by Heather Flueger

The Scholarship Committee had a successful silent auction at the FDA/NEHA conference! With the help of member donations and some really fun volunteers we raised **\$2498.09!!**

Student Committee

Respectfully submitted by Laura Suppes PhD, MPH, REHS
No new business.

Technology Committee

Respectfully submitted by Kim Carlton, Jesse Hennes, and Ryan Lee

The technology committee has posted 8 job postings since the last meeting and created a repository for the FDA / NEHA Conference in the Library section of the website.

Analytics reveals about a 70% jump in web page hits around the time of the FDA / NEHA Conference.

September through October 3500
August through September 1400
July through August 2060
May through June 2205

Old Business

New Business

1. Scholarship committee increase of Northstar Scholarship request.
Caleb Johnson moves that 34.2 C be amended to read:

34.2 The MEHA Northstar Scholarship was established in 2013 using MEHA funds for undergraduate students enrolled in a science-based program at a college or university within the NEHA Region 4 territory (MN, WI, IA, ND, SD, NE). It is intended to attract top tier students to seek internship and employment in the State of Minnesota in the field of Environmental Health and/or Public Health.

a. The name "Northstar" was selected because it represents Minnesota being the outstanding leader in environmental and public health.

b. Recipients are required to be full-time students. They must be tied to environmental and/or public health in Minnesota, either through attendance at a Minnesota college or university, or employment in environmental and/or public health in Minnesota.

c. The Northstar scholarship fund is a limited term scholarship. The scholarship(s) may be issued annually in an amount up to **\$2,000.00** total. The Committee Trustees will review all applications, due December 1. Selection will be in compliance with federal and State regulations, and college/university policy regarding academic scholarships.

Eric seconds the motion. The motion was discussed.

Caleb Johnson moved to withdraw the motion. The motion was withdrawn via unanimous consent.

Nicole Hedeem, moved for a recess at 1:25PM. The recess was approved via unanimous consent.

Scholarship committee decided to review their PnP and report back to board with desired changes.

Meeting resumed at 1:30PM

2. NEHA / FDA by the numbers
3. 2018 Fall Conference Location
 - a. Michelle to discuss joint conference feasibility
4. Travel Policy and reimbursement form used during conference
 - a. Policy discussed, no board action needed at this time.
5. Creation of new scholarship endowments
 - a. Discussed, but no action taken or requested.
6. Added no refund to late conference cancellation discussion.
7. Scholarship committee requests that there be additional fund raising opportunities at upcoming conferences.

Announcements

Upcoming Meetings

December 13th 2017 – Potluck- Chadwick

Adjourn

Jessica J. moves to adjourn the meeting, Sadie P. Seconds the motion, the motion carries. The meeting adjourned at 2:26PM