

MINNESOTA ENVIRONMENTAL HEALTH ASSOCIATION



ANNUAL REPORTS 2019 - 2020

Order of Business of the Annual Meeting

- a. Meeting Called to Order
 - 1. Called to order at 8:36am
- b. Roll Call of Officers and Directors

President:	Mike Melius	Present
First Past President:	Caleb Johnson	Present
Second Past President:	Nicole Hedeem	Present
Vice President:	Lisa Schreifels	Present
President-Elect:	Ryan Lee	Present
Member at Large:	Patrick Kuisle	Present
First Year Director:	Denise Schumacher	Present
Second Year Director:	Amy Zagar	Not present
Third Year Director:	Jessica Jutz	Present
Secretary:	Nicole Skatrud	Present
Treasurer:	Nate Kelly	Present

- c. Secretary's Report
 - 1. Approval of Last Annual Meeting Minutes
 - Lisa makes a motion to approve 2019 meeting minutes as amended. Jessica seconds. Motion carries.
- d. Treasurer's Report
 - 1. Approval of Annual Treasurer's Report
 - 1. Nicole H makes a motion to approve the Treasure's report and Lisa seconds. Motion carries.
- e. Reports of Committees
 - 1. Update on awards
 - 2. Amy Saupe will be steeping down from the scholarship committee.
 - 3. Registration committee had an attendee from Utah.
- f. Report on Strategic Direction
- g. Unfinished Business – none.
- h. Outgoing President's Address
 - 1. Members to contribute donation.
- i. Presentation of Gavel to Incoming President
- j. Incoming President's Address
- k. Presentation of Past President Award and Gold Bar to Outgoing President
- l. Report of Election
 - 1. Vice president – Sophia Walsh
 - 2. 1st Year Director – David Boberg
 - 3. Member at Large – Jessica Jutz
 - 4. Secretary – Alex Kim

- m. New Business
 - 1. Emerging Health Professional Award – Logan Ebeling
 - 2. By Law changes
 - 1. Joan Peterson makes a motion to approve the new proposed By-Law changes. Kim Carlton seconds. Motion carries.
- n. Adjournment
 - 1. Adjourn at 9:31am.

The mission of the Minnesota Environmental Health Association is to enhance and maintain environmental and public health throughout the state by providing professional development to its members and information to the community.

Annual Committee Reports 2019 – 2020

Awards Committee

Respectfully submitted by: Nicole Hedeon

MEHA Policy and Procedures assigns the Chair of the Awards Committee to the 2nd Past President and requires at least two other members, with at least one other from the Board of Directors and at least one from the general membership. This year's Award Committee consisted of Jim Topie, Lisa Schreifels, and Nicole Hedeon.

Award nominations were solicited through electronic news bulletins, the MEHA website and at the MEHA winter conference. Nominations were due on February 14, 2020. We received two nominations for the Frank A. Staffenson Environmental Health Professional of the Year Award; two nominations were received for the Emerging Professional Award, and one nomination for the Merit Award.

The committee met via conference call on February, 28, 2020 to review and discuss the nominations. A consensus was reached to present awards in all three categories. The awards were scheduled for presentation at the MEHA spring conference, but since the conference has been cancelled, a different date will be selected. This year's awards candidates are as follows:

Frank A. Staffenson Environmental Health Professional of the Year Award to: [redacted]

Emerging Health Professional of the Year Award to: [redacted]

Merit Award to: [redacted]

The name of the 2020 Frank A. Staffenson Environmental Health Professional of the Year Award recipient is forwarded to the National Environmental Health Association (NEHA) for a Certificate of Merit and recognition during the NEHA Annual Education Conference. The recipient's name is also engraved on a plate and fixed to a MEHA consolidated award commemorative plaque.

In addition to the inscribed plaques for the MEHA awards referenced above, a Past-President Award is prepared and scheduled for presentation to Mike Melius on May 15, 2020.

Conference Planning Committee

Respectfully submitted by: Loreena Hilton, Michelle Messer, Nick Koreen and Logan Ebeling,

The 2019 Spring Conference was held May 9th and 10th, 2019 at Ruttger's Bay Lake Lodge in Deerwood, MN. There were 150 attendees. The registration and vendor fees collected equaled \$12,015.00. The expenses were \$8,369.58. There was a net profit of \$3,820.43 on the conference.

The 2020 Winter Conference was held on January 30th and the University of Minnesota's Continuing Education Center. There were 182 attendees. The registration fees collected equaled \$11,906.00. The expenses were \$8,742.47. The student committee covered \$315 toward the cost of the student mentorship program participants, creating a net profit of \$3,478.53.

After a board vote, the Spring 2020 Conference at Chase on the Lake in Walker, MN was cancelled due to COVID-19 concerns. We will be reimbursed the deposit of \$500 that was made. We will likely not reschedule the Spring conference for later in the year, due to the uncertainty of the situation with the pandemic and an anticipated drop in potential attendees.

Communications Committee

Respectfully submitted by: Angie Cyr, Lori Green, and Jim Topie

The Communications Committee members are:

Lori Green, co-chair
Angie Cyr, co-chair
Jim Topie, Member

14 E-blast newsletters were sent out from May 1, 2019 through April 10, 2020. Jim has announced that he's stepping down from doing the E-blast newsletters. Please let us know if you are interested in taking over sending out the E-blast newsletters.

The committee published two newsletters online. The content for these newsletters includes the President's Message, photos from MEHA events, member updates, calendar of events, annual election candidate biographies, and Sustaining Member advertisements along with other content that the co-chairs feel is appropriate. Please remember to submit newsletter items to the committee co-chairs throughout the year.

Finance Committee

Respectfully submitted by: Lisa Schreifels, Dan Disrud, Eric Freihammer, and Nate Kelly

The Finance Committee members are:

Dan Disrud, co-chair
Lisa Schreifels, co-chair
Eric Freihammer, out-going Treasurer
Nate Kelly, in-coming Treasurer

The committee continues to meet bimonthly to review statements, reports and other association financial documents and matters. The Treasurer position is a required member of the Finance Committee. The association remains financially stable and records are well maintained.

The committee has solicited and received budget requests from all committees for the upcoming financial year. Proposed budgets are presented to the Board for review and consideration.

The association is a member of the Minnesota Council of Nonprofits which offers a variety of financial services and support.

History Committee

No report

Legislative Committee

No report

Marketing and Publicity Committee

No report

Membership Committee

Respectfully submitted by: Karen Casale

The Membership Committee consisted of Karen Casale, Dan Disrud, Mike Melius, Eric Freihammer, Nate Kelly, Nicole Hedeon, and Jesse Harmon.

Renewals are primarily on line with the option of completing fillable form applications which are still available online for all membership categories. Membership numbers have plateaued. Student membership is gratis with proof of full-time student status. The legacy database is maintained to preserve membership history and provide a back-up electronic record source.

The Committee recruiting activities during the year included personal contact with prospective new and lapsed members. The recruiting efforts this year resulted in thirty-four (34) new members being accepted into the Association during the period May 3, 2019 through May 12, 2020. Ninety-three (93) members, however, have lapsed memberships. Our current membership is three hundred seventy-two (372); two hundred eighty-five (285) active members, two (2) honorary members, two (2) lifetime member, four (4) sustaining members; nineteen (19) retired members, fifty-one (51) student members and nine (9) junior members.

We wish to express our personal thanks to all who assisted in the membership recruiting efforts and to the Committee members

Nominations Committee

Respectfully submitted by: Caleb Johnson

Nominations Committee identified a robust group of MEHA members as candidates for the 2020-2021 MEHA Board of Directors. The candidates included:

Vice President:

- Patrick Kuisle
- Sophia Walsh

1st Year Director:

- David Boberg
- Emily Schoblaski
- Sarah Covelli

Member-at-Large:

- Nicole Skatrud
- Jessica Jutz

Secretary:

- ZamZam Abdirahman
- Alex Kim

The following candidates were elected by the MEHA membership:

Vice President: Sophia Walsh

1st Year Director: David Boberg

Member-at-Large: Jessica Jutz

Secretary: Alex Kim

The voting was open between March 23 and April 12, 2020. 182 (47.5%) of 383 eligible MEHA members voted in the 2020-2021 elections.

The committee sincerely thanks all candidates who answered the call to run and serve MEHA membership on the Board of Directors.

Outreach Committee

Respectfully submitted by: Amy Zagar

The Outreach Committee continues to organize community partnerships and events with non-profit organizations, and other environmental health agencies.

During the 2019 Spring MEHA Conference, we hosted six vendors.

On April 26, 2019 over 25 MEHA volunteers helped plant trees in Theodore Wirth Regional Park at the annual 2019 Minneapolis Arbor Day Celebration.

In August 2019, MEHA's outreach team is partnering with MPCA and the ECO Experience Water Bar to provide a fantastic opportunity to VOLUNTEER and get a FREE ticket to partake in endless fun at the fair.

MEHA sponsored Code Blue for Patient Earth; the conference scheduled for April 4, 2020 however was cancelled due to COVID 19. Sponsorship included promoting the event and attending the conference.

MEHA Outreach continues to build recognition and branding of MEHA through opening the MEHA Store during different MEHA events to offer MEHA apparel at a discounted price to MEHA Members.

MEHA Outreach has been very active on social media, reposting other Environmental Health events, career postings, news and highlighting other agencies. MEHA's Facebook posts have also been reposted, shared and liked but other affiliate associations across the nation. New in 2020, MEHA now has a LinkedIn account.

Although the 2020 Spring MEHA Conference and many of our upcoming events for 2020 have been canceled due to COVID 19, MEHA's Outreach team is actively preparing some independent events where MEHA Members can participate online while social distancing following the Governors Executive Stay Home Orders 20-04.

MEHA Outreach is always accepting new volunteers and ideas for outreach events, creating volunteer experiences and networking. We plan to build our collaboration network for 2020 and offer new volunteer opportunities.

Registration Committee

Respectfully submitted by: Patrick Kuisle and David Boberg

The registration committee is the advisory committee to the MEHA Board of Directors on matters pertaining to registration of Environmental Health Specialists/Sanitarians in Minnesota, and on national registration as it pertains to members. This committee also provides study sessions for candidates preparing for the Environmental Health Specialist/Sanitarian registration exam.

Members:

- Patrick Kuisle, R.S., Co-Chair Patrick.Kuisle@hennepin.us | 612-543-5214
- David Boberg, R.S., Co-Chair David.Boberg@state.mn.us | 612-289-1846
- Doug Edson, Committee Member | Douglas.Edson@state.mn.us | 651-201-3659
- Hannah Davis, Committee Member | Hannah.Davis@state.mn.us | 763-232-5013

The primary ongoing activity of the MEHA Registration Committee is preparing candidates for the NEHA RS/REHS exam, which consists of 250 multiple choice questions from current content areas, listed below. The Committee members conducted study sessions each month, and sometimes twice a month at participant request. The dates and topics covered were determined during the sessions based on the needs and convenience of the participants. In the past year, 100% of study session participants who sat for the exam passed on their first attempt which is extraordinary compared to the national passing rate of 70% over this same time period.

Ongoing monthly study sessions are held at Hennepin County Environmental Health, Conference Room 233, 1011 First Street South Suite 215, Hopkins MN 55343- 9413 with a virtual attendance option provided for candidates. No fees are charged for the study sessions. The point of contact for attendance is patrick.kuisle@hennepin.us.

Resolutions Committee

Respectfully submitted by: Lisa Schreifels and Nicole Skatrud

The resolutions committee reviewed the policies and procedures in February 2020. The proposed changes were presented to the board and approved. Policy and procedures have been updated with the proposed changes.

Scholarship Committee

Respectfully submitted by: Amy Saupe, Nick Koreen, and Julia Selleys

We hosted 4 events during the 2019 Spring Conference. These activities included the golf tournament, raffle, bean bag tournament and the new edition of trivia. Collectively these events raised a net of \$2109.51. The spring conference also netted the scholarship funds an additional \$175 from half the vendor fees resulting in a combined 2019 contribution of \$2284.51.

The Mary Lauren Olson scholarship endowment has grown to a point where it is self-sufficient based on the growth of the account, therefore only golf tournament proceeds (\$109.51) were directed towards this fund. The principal value of the endowment as of June 30th, 2019 was \$54,737 with a payout rate of 4.5%. The Northstar Scholarship received contributions of \$2175 in 2019.

At the 2020 Winter Conference 3 scholarships were awarded. This year's recipient of the Mary Lauren Olson scholarship was Yoon-Sung Nam for an amount of \$3000. Northstar scholarship recipients this year were Orion Allgaier and Gitanjali Raman for a total of \$2000. We had a robust field of applicants for both awards suggesting that our marketing of these awards has been effective.

Due to the cancelation of the 2020 Spring Conference the Scholarship Trustees are looking for alternative fundraising opportunities and membership events later in 2020 along with asking the board to partially fund the Northstar Scholarship to ensure we can provide a scholarship in 2021.

Student Committee

No report

Technology Committee

Respectfully submitted by: Casey Kipping, Ryan Lee and Sophia Walsh

The Technology Committee is charged with developing and maintaining the technology needs of the Association, including the webpage, job postings, SimplyVoting, and WildApricot.

The MEHA website (mehaonline.org, mehaonline.com) provides members and the public with news, announcements, information about MEHA and environmental health, membership materials, contact information, conference pages, upcoming events, and job postings. SimplyVoting is election platform for the Board of Directors. The Wild Apricot service (meha.wildapricot.org) is used for online membership renewals, online conference registration, and setting up mass emails to the membership, including the MEHA "E-Blasts." The private listserv serves as the primary communication channel for the Board members and committee chairs.

New for 2020 is the hosting of REHS credential exam study materials on the MEHA website, in response to the COVID-19 situation and the need to limit personal contact.

For the period of July 1, 2019 and April 1, 2020, the website had a total of 15,729 pageviews (2019: 27,501), with with most visited pages being the careers page (2,611) and conference pages. Two

individual job postings made the top 10 list, both were job postings for student positions (Ramsey Co and Bloomington) with just under 300 pageviews each. For these popular student postings, some visitors were coming to the page via Facebook, St. Kate's website, and MNSU Mankato.

Results from Google Analytics showed that the most visited page from July 1st, 2018, to April 1st, 2019, was the Careers page, with 3,239 views. Other popular pages included the Winter and Spring

Conference pages. Total page views under the mehaonline.org domain were 27501, a small decrease from the same period last year. During the same time period, 27 job listings were received and posted on the website.

Turn-out for the Board of Directors and site views were down from previous years. This isn't surprising, as two conferences were canceled during the time periods, and members were likely involved in the COVID-19 response.