



MEHA Board Meeting Agenda

June 9, 2026

Virtual & In Person

(Location: Bloomington City Hall, McLeod 1st Floor, 1800 W. Old Shakopee Rd, Bloomington, MN 55431)

Note: Meeting Minutes are *Italicized*.

a) Call to Order 10:04

b) Roll Call

X – present

O - Absent

Quorum:

President:	Dave Boberg	x
First Past President:	Kyle Johnsen	x
Second Past President:	Amy Saupe	x
Vice President:	Dane Huber	x
President-Elect	Amanda Buell	x
Member at Large:	Sarah Conboy	x
First Year Director:	Cody Miller	x
Second Year Director:	Loreena Hilton	x
Third Year Director:	Jacob Schmidt	x
Secretary:	Cara Pederson	x
Treasurer:	Greg Nelson	x

c) Introductions: Non-Board Members

Kelly Smelzer, Kelly Meuhلمان, Andrea Schue

d) Agenda Approval - agenda approved with addition of prior mtg (April) minutes approval

Motion to add Prior mtg minutes approval – Kyle, second Amy

Motion to approve amended agenda – Kyle, Greg second – passed, agenda approved

April Mtg minutes were emailed to all during mtg, reviewed and motioned for approval by Amanda, Dave Second, motion approved.

e) New Board Orientation

Dave emailed new board members the New Board Member Onboarding Document which includes links to google drives, list of members/committees, and more. Consensus was that all new members were able to access and review the links and google drive.

Discussion included reviewing Roberts Mtg Rules, reviewing quorum requirements (6 members) for making motions, voting and holding mtgs. Amy and Dave recommended reviewing the updated Policies and Procedures, the Board Duties Schedule documents at some point.

Kyle recommended reaching out to the previous person in your position for guidance, recommendations and advice.

f) Treasurer's Report

Transaction history for the last two months from our US Bank accounts and AfniniPay platform were reviewed, compared, and confirmed to be accurate. A summary document of MEHA financial activity was generated, reviewed with Finance Committee, and submitted with this report for review. All associated receipts, reimbursement requests, and financial documentation from this period were saved and shared with the Finance Committee for review. This is the final summary document for this fiscal year.

During the mtg Greg spent some time explaining the spreadsheet expenses/income, investments CDs, etc....

Kyle Motion to accept the Treasurer's report was seconded by Jake.

g) Board Member/Committee Reports

Secretary's Report

President's Report

Dave to send summary report

President-Elect's Report

Vice President's Report

Awards Committee (Amy Saupe, Jessica Jutz)

We will need to order a new plaque this year for the Staffenson Award - I'd like to sort out what format we want while we're fresh from this awards season. Please see new agenda items!

Laura Yang from MDH EH is working on a fun project with song parodies about EH topics. This seems like it would really fit with MEHA's mission to raise awareness of the EH profession - perhaps we can consider posting on our website or other methods of distribution. Let me know if you're musical or otherwise interested in being involved and I will pass it along.

I met briefly with Brandon Hulette from the USEHA affiliate; we had a great chat about the things his affiliate members work on, and the possibility for them to give a talk for MEHA members at either an educational virtual event or a future conference. It would be a neat opportunity for MEHA members to see what folks in EH are doing around the country. See new agenda items for more info.

Seed art networking and outreach event is on Friday! Thanks to Leah for organizing a space - hope to see you there!

Board discussed additional resources, options for EH song parodies – many shared favorite content creators already out there. Discussed whether or not CDs were the best form of distribution as not many people still have CD players – perhaps a QR code linked to Youtube video? If you have any ideas, resources or know musically inclined individuals who might like to share their talents – contact Amy or get in touch directly with Laura Yang.

Discussion on including USEHA in future conferences or Online trainings/meetings – Jake added he might have contacts from MN Guards or other military service EH professionals within MDA or other state agencies that we could reach out to. Everyone agreed we could/should pursue contacts for potential presenters and/or information sharing.

Conference Planning Committee (Kelly Smelzer, Tom Moran, Nicole Baysal, Melanie Firestone)

The 2026 Spring Conference was held May 7-8 at Sugar Lake Lodge in Cohasset. The post conference survey results were favorable, and attendees indicated that they enjoyed the lodge and the speakers. We had 123 registered attendees and brought in \$13,515 in registration fees. Expenses were about \$12,650. Most of that went towards paying the resort (\$7470) and the remainder (\$5175) were various speaker expenses. Both the winter and spring conferences were profitable this year. The Winter Conference netted about \$4800 and the Spring Conference made around \$800.

We are looking at Thursday January 28, 2027 for the next winter conference. The committee plans to book a community center and we have a great list of potential speakers!

For Spring 2026, the committee has bids from 3 locations: Arrowwood Resort in Alexandria, Cragun's Resort in Brainerd, and Sugar Lake Lodge in Cohasset.

Following a busy few months of conference planning, the committee will take a summer hiatus until August.

Added from mtg: Kelly gave a summary of after conference survey – feedback includes pursuing more new and unique EH topic speakers, activities were great all around and people gave overall positive feedback for location/facilities/lodging/food.

Conference financials were reviewed by Kelly as well. Most conference budget goes to facility rental, catering, and speaker fees with some money coming in from vendors.

Locations for Winter conference (last Thursday in January), additional speakers and partnering with other EH organizations were discussed.

Locations for 2027 Spring Conference were discussed. The committee presented cost comparison of 4 Different resorts. Although there is an ongoing concern of added travel time from the metro area, Sugar Lake Lodge continues to offer the best value, amenities, facilities across the board. Consensus was that the 2027 Spring Conference would be held at Sugar Lake Lodge.

Kyle motioned to pursue Sugar Lake Lodge for the 2027 Spring Conference – Greg Second the motion. Motion approved.

Break Time

Communications Committee (Angela Dabu, Sarah Leach)

Please send any photos taken at the Spring MEHA Conference to the Communications Committee. We may consider publishing the photos in the Fall Newsletter.

Continue to send any notices, announcements, etc. to the Communication Committee to be published in newsletters and/or e-blasts.

No Further Discussion at Meeting.

Finance Committee (Greg Nelson, Dan Disrud, David Boberg, Kyle Johnsen, Josh Schaak)

The Finance Committee met on 6/8/2026 and reviewed financial activity during the last two months. Conference registration (\$12,175) and dues (1,730) were the main sources of income. The greatest expenses during this time were conference costs such venue fee, speaker fee, etc. (\$8,970.63) as well as reimbursement for technology services associated with the Technology Committee operations (\$1,163.14). Overall MEHA had a net gain of \$1,658.48 over this two month period. Additionally MEHA had a net gain of \$7,786.79 over the fiscal year, which is now concluded.

Greg gave a summary of his process, he gets monthly summaries, meets with finance committee and then provides updates accordingly in weeks running up to next quarterly mtg.

History Committee

Legislative Committee (Kelly Muellman)

The Legislative Committee met in May with MDH EH Division Director Tom Hogan to discuss his Legislative tracking process. MDH-EH has three staff that volunteer to look at bill introductions. Staff flag bills for Division managers. Managers and Directors review bills for fiscal impact, policy impact and personnel impact. In May, MDH was focused on two omnibus bills - Health & Human Services (for pool regulation for primate swimming lessons and gas exploration and extraction (helium)) and Bonding (water treatment facilities and money for lead service line replacements). We talked with Tom about the bill on mobile food

units. He said that both MDH and Ag had concerns. A work group is working on a report. He thinks this will come back next year. Tom said he his willing to share the bills that EH is tracking with MEHA.

In other work, Elizabeth Lyons reached out to the MEHA comms committee with some webpage edits. And Kelly Muellman received a new quote from Plural (auto-bill tracking service) for a reduced price of \$4,400 per year.

The Legislative Committee will meet again in July to recap the Legislative session and identify activities for the summer / fall and create a plan to prepare for the 2027 session.

Jake commented to have committee also reach out to MDA Legislative contacts for additional bill tracking, that he and Dave could facilitate that contact within MDA.

There was much discussion as to the cost/benefit ratio of paying for the bill tracking service. Consensus was that there are perhaps internal/existing resources to tap to help committee members with bill tracking tasks. Possibly reviewing the Legislative Committee JAC and providing assistance where needed to assist committee in achieving goals and preventing burnout.

Dave and Jake to provide MDA resources to committee.

Membership Committee (Dan Disrud, Bill Kass, and Jim Donovan)

MEHA is currently at 302 members:

- 260 Active
- 10 Retired
- 23 Student
- 2 Sustaining
- 4 Honorary
- 3 Life

Since the last report, we have welcomed two new Active members, one new Student member, and one new Honorary member. During this period, we also had fifteen Active memberships and one Student membership that lapsed and were not renewed. Three Active memberships will lapse at the end of the month if no action is taken.

Fillable PDF membership applications continue to be available on the MEHA website. Individual applications and renewals are primarily completed through WildApricot using the links found on the association's website or in automated renewal notice emails. Retired Membership requires an administrative change of an existing Membership Level. New Sustaining Membership relies on the processing of a fillable membership application. Membership profiles rely on user input accuracy, willingness to complete information fields, and update frequency.

Policy and Procedures Section 27.6 specifies that an annual membership list is generated in June. The committee is in the process of generating this report and saving it with the other historical membership rosters.

Please get in touch with a committee member for lists of members interested in board or committee positions, identification of lapsed memberships, or other membership-related reports.

No Further Discussion at Meeting.

Nominations Committee

Outreach and Engagement Committee

Jake discussed seed art opportunity coming up, identifying possible career fairs at High School level for members to attend – more information will be forthcoming. Jake and Leah have been discussing possible volunteer events – sending out surveys to assess member capacity for volunteering and what types of activities would be preferable.

MEHA store summary will be provided for next quarterly mtg.

Registration Committee

Dave mentioned there have been new study guides purchased and other resources are available for use. Registration committee is looking for new members. MDH will be revising RS requirements in statute.

Resolutions Committee

Scholarship Committee (Andrea Schue, Cara Pederson, seeking 3rd trustee)

(2025 summary - intended to be submitted prior to May Annual Mtg) During 2025, the Scholarship committee hosted several events for fundraising at the spring conference, including Trivia and raffle baskets. Thanks to the generous contributions of our members, we were able to raise \$2,242.71 for the Northstar Scholarship.

At the winter conference, we were able to award two \$1000 awards to:
Allison Bolterman and Sam Simenson.

The University of Minnesota manages the Mary Lauren Olson scholarship trust and was awarded to Jisoo Yu in 2025.

We have planned a great lineup of events this year for the 2026 conference including golf, bags tournament, trivia, and more raffle baskets, and look forward to replenishing the scholarship fund for the 2026 year.

Ryan is stepping down this year as his term has expired, and we are actively seeking a new committee member.

2026 Update:

The 2026 Spring Conference fundraising efforts were hugely successful! Thanks to all who assisted/volunteered/donated to all fundraising activities!

Funds raised at 2026 Spring Conference:

2026 Spring MEHA Conference Scholarship Committee Fundraising			
	Venmo	Cash	Totals
Trivia	\$180.00	\$290.00	\$470.00
Golf	\$0.00	\$125.00	\$125.00
Bags	\$140.00	\$260.00	\$400.00
Raffles	\$1,018.00	\$1,420.00	\$2,438.00
Totals	\$1,338.00	\$2,095.00	\$3,433.00
Subtract Bags Winner Cash			\$100.00
Total Paid to Treasurer			\$3,333.00

Participation in Golf was limited due to weather. Considering pre-registration for future tournaments? Or alternative activities pending bad weather?

Efforts will be made in future Basket Raffles to highlight “Makers and Crafters of all sorts”. We always get really good feedback for handmade items.

122.00 of 500.00 allotted prize/expense budget was spent on prize bags for trivia and bean bag winners – expenses to be submitted to treasurer.

We have been discussing other small fundraising efforts that might be possible during the Winter Conference or opposite of bean bag tournament for those not inclined to participate. Possibly game night or puzzle contests? Feel free to make suggestions to Andrea and/or Cara.

The committee is working on updating the JAC as well as creating informational addendums for fundraising activities (e.g. what needs to be done for each fundraising effort).

No Further Discussion at Meeting.

Student Committee

Technology Committee

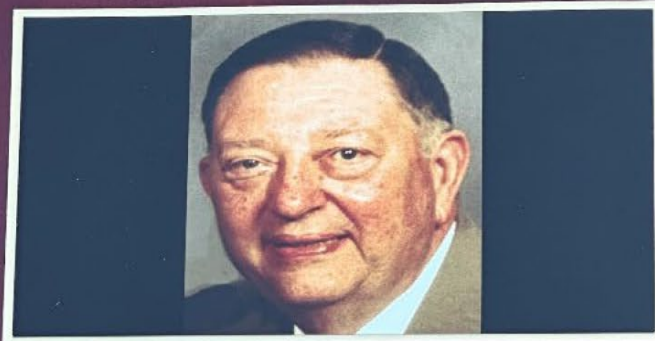
Greg says the website will be updated with new board members – if you wish to have photo on website please send to Greg

h) New Business

- **New auto-bill tracker offer – See Discussion under Legislative Committee**
- **Scholarship Trustee nominations – President’s Responsibility**
 - *Dave nominates JP Parnes (Cub Foods) for the 1st Year Trustee Cara Motioned to accept JP’s nomination, Cody seconds the motion. Motion approved.*
- **Discussion about 2027 Spring Conference Location – See Discussion under Conference Committee**
- **Opportunities to work with USEHA affiliate for educational lectures, etc. Amy S. can pass more detailed information to conference committee and outreach committee, but is interested in board thoughts. – See discussion under Awards Committee**
- **Quick Poll for dates for water quality mussels tour**
 - *Tour would be 3pm (tentative)*
 - *Amy provided a list of dates in Sept. to review for tour – no obvious conflicts*

- Design for new Staffenson Award – See attached photos of current award for review
 - *Design for new Awards were discussed – possibly adding the MEHA logo to the new award board. Amy to pursue adding logo to next award plaque.*
 - *Discussion of whether or not future awards would retain the same name or could be changed to honor someone else or no name at all. Consensus was it would be acceptable to remove the individual's name from future awards.*

Minnesota Environmental Health Association



Frank A. Staffenson Environmental Health Professional Of The Year

Karen Casale
2003

Henry Schreifels
2009

Kimberley Carlton
2015

Mark Peloquin
2021

Bette Packer
2004

Debra Anderson
2010

Shannon Rohr
2016

Jason Kloss
2022

Sue Hibberd
2005

Angie Wheeler Cyr
2011

Steven Diaz
2017

Joseph Jurasik
2023

Colleen Paulus
2006

Frank Sedzielarz
2012

Jeff Brown
2018

James Topie
2024

Jeff Luedeman
2007

Lynn Moore
2013

Anthony Georgeson
2019

Claire Knocke
2025

Lori Green
2008

Christopher Forslund
2014

Erik Solte
2020

Minnesota Environmental Health Association

Outstanding Sanitarian Of The Year

Lee Stauffer
1971

Harvey McPhee
1972

James Brinda
1974

Curt Anderson
1975

Gary Otness
1976

Margaret Christianson
1977

William McCausland
1978

Robert Hutchison
1979

Del Matasovsky
1980

C.B. (Charlie) Schneider
1981

Don Lawrence
1982

Ernie Petersen
1983

Richard Astrup
1984

Frank Staffenson
1985

James Witkowski
1986

Roger Carlson
1987

Dave Fridgen
1988

Dora May Coleman
1989

Joan Gilchrist
1990

Jack Caldwell
1991

Richard Holloway
1992

Steve Olson
1993

Bonnie Holz
1994

Larry Carlson
1995

Jim Feddema
1996

Outstanding Environmental Health Professional Of The Year

Craig Gilbertson
1997

Sharon Smith
1998

Barbara McCarthy
1999

Kent Rees
2000

Karen Swenson
2001

Joseph Hibberd
2002

Upcoming Meetings

August 13th, 10:00am –

Location TBD

Motion to Adjourn – Greg, Second by Dave. Meeting Adjourned 1:14pm.