CEHA Executive Board Meeting

DATE: January 12, 2017  
TIME: 12:21

Members Present: Kevin Elak, Mindy Chambrelli, Jeff Polhemus, Jeffrey Catlet, Heather Oatis, Diane Collelo, Matt Payne, Brian Falkner, Jessica Fletcher, Debbie Schober, Phyllis Amodio, Elizabeth Kavanah, & Luigi Sartori

1. Call to Order
   • The meeting was called to order by President Matt Payne at 12:21 PM

2. Motion to Approve the Agenda
   • Motion to approve the agenda by Phyllis Amodio 2nd by Jessica Fletcher. Vote Passed.

3. Secretary’s Report (Luigi Sartori)
   • Approval of amended minutes from December 14th 2016 Board Meeting motioned to approve by Jessica Fletcher 2nd by Phyllis Amodio. Vote Passed.

4. Treasurer’s Report (Matt Payne in lieu of Scott Cook)
   • N/A

5. President’s Report (Matt Payne)
   • Developing Vision exercise yielded following ideas:
     o Enriching the workforce
     o Involvement with policy and development
     o Stronger relationship with CTDPH
     o Serve as a Liaison for membership with outside agencies
     o Sanitarian mentorship

6. Standing Committee Reports
   • Education (Debbie Schober)
     o Certified Pool Operator training for March 2017
   • Legislative (Elizabeth Kavanah)
     o Jeff Polhemus motioned to separate action/vote on each bill for discussion; 2nd by Brian Falkner; vote passed
     o Jessica motioned for a CEHA letter to support Bill 5177 “AN ACT INCORPORATING THE INTERNATIONAL PROPERTY MAINTENANCE CODE INTO THE STATE BUILDING CODE”, 2nd Phyllis Amodio; vote passed
     o Phyllis Amodio motioned to draft a CEHA letter requesting more information and written testimony on Bill 5165 AN ACT CONCERNING THE LICENSING OF FOOD VENDORS, 2nd Elizabeth Kavanah; vote passed
   • Membership (N/A)
Board approved to send flowers to family of Warren Blunt

- Nominations/Elections (Kevin Elak)
  - Preparing nomination outreach in newsletter
- Publicity/Newsletter (Heather Oatis/Jeff Catlet)
  - Call for submissions, board member biography’s and photos for Newsletter
  - CEHA Merchandise to be made available online on CEHA website
  - Jeff Catlet has stepped down from CEHA Publicity Co-Chair
- Scholarships/Awards (N/A)

7. Technical Advisory Committee Reports

- Housing/Lead (Brian Falkner)
  - Following Bill 5177
- Food (Mindy Chambrelli)
  - Following FDA Food Code adoption
  - Reaching out to Food Protection on FDA Food Code training
  - Working on disclosure for “escolar” as “white tuna” sushi
- Subsurface Code Advisory (Jeff Polhemus)
  - Technical Standards did not get final update approval for 2016
  - Don Mitchell has stepped down CEHA Subsurface Code Advisory Co-Chair
  - Seeking members
- Water (N/A)

8. Old Business

- CPHA seeking CEHA member in their board-VP or President-elect may attend
- No update on CT Property Maintenance Code Work Group

9. New Business

- Requested any Sanitarian salary study data from the Executive Board

10. Adjournment

- Motion to Adjourn by Jeff Catlet, 2nd by Heather Oatis. Vote Passed.