



CEHA Executive Board Meeting Minutes for March 22, 2018

Location: Carousel Museum, 95 Riverside Ave., Bristol, CT

Members Present: Erica Mikulak, Maryam Hosseini, Debbie Schober, Scott A. Cook, Jessica Fletcher, Steve Maskara, Kevin Elak, Suzanne Blancaflor, Brian Falkner, Don Kendrick, Matt Payne, Jeff Polhemus, Liz Kavanah

The meeting was called to order at 12:23 PM.

Phyllis thanked the board for their hard work and invited them to visit the various museum exhibits after the meeting. Scott asked to add an agenda item under new business, discussion about the Yankee Conference.

Motion by J. Fletcher to approve the agenda with the added item under new business.

Seconded by M. Hosseini. Motion carried.

Motion by M. Hosseini to approve the minutes from 2-15-18. **Seconded** by S. Cook. The motion carried, with 2 members abstaining because they were not present on 2-15-18.

Treasurer's report- Scott reviewed the handout provided to the board showing the account balances, transaction history and current budget status.

Motion by S. Cook to accept the report, **seconded** by M. Hosseini. Motion carried.

A discussion followed regarding a heads up from Scott regarding the Quicken software he uses to manage the CEHA finances which will soon change over to a subscription service that may cost \$100.00/year. Wild Apricot will also cost more to subscribe to in the coming year and we need to be sure to include these in the next proposed budget.

President's Report- Phyllis discussed ways the CEHA Executive Board can reward CEHA members. One idea she is working on is the issuance of a proclamation by the State of CT as a "Day of Recognition". It was decided that "Environmental Health Professional" is the best term to use in the wording of the proclamation to describe our members whose job titles can vary. As to whether or not the Governor would sign the Proclamation, Suzanne said it is difficult to get the Governor to sign anything so we should reach out to our Public Health Committee

legislators to help us. Other ways of showing appreciation, such as a luncheon or dinner for CEHA members, retirees and past presidents was also briefly discussed.

CEHA member, Marco Palmeri raised an issue prior to this meeting regarding the cooling practices of left-over TCS foods at Subway Sandwich Shops. He was concerned because he contacted Subway “headquarters” after discovering improperly cooled items during an inspection and was given information that was not in compliance with proper cooling methods. Marco contacted the FPP for assistance. Kevin stated it is not the inspectors job to re-write corporate cooling polices for food establishments. Jessica said that corporate headquarters often are not aware of food safety regulations and that Marco’s time would be better spent by requiring the Certified Food Protection Manager on site to utilize the training they received to obtain their accredited food safety certificate. Maryam concurred that she has encountered this at chain establishments in her jurisdiction and requires local compliance regardless of the corporate SOPs.

A question was asked of Suzanne regarding the posting of questions and answers on the DPH website about the new Food Code. Suzanne t assured that any questions and answers that have been properly vetted will be posted on the DPH website.

Phyllis reported that Jessica will be speaking to the SCSU sanitarian class about CEHA and Brian is speaking to SCSU students about salons and tattooing.

Phyllis asked if committee chairs could possibly submit a brief article about their committee activities for the newsletter. Jessica suggested maybe instead of each newsletter, committee chairs might submit one article/year. This idea is under consideration.

Brief mention of the DPH website again and the sporadic nature of postings on Subsurface Sewage Disposal updates.

Phyllis began a discussion on the most recent email vote about CEHA participation and shared funding of a legislative breakfast with CADH and CPHA. The vote was in favor. Jessica stated that Phyllis was successful at accomplishing a proper email vote and suggested that after asking for a motion and a second, all comments for and against be made during the discussion period. Once the vote is called, board members should “reply all” and vote yes or no. Phyllis counts the votes and reports the results to the board.

Matt brought up a free app he knows about (through Wild Apricot) that would provide a site for recording votes of the executive board or the membership.

Motion by S. Cook to accept the vote results on the proposal to sponsor the legislative breakfast with CADH and CPHA including a check for \$167.00 to help cover the food cost.

Seconded by J. Fletcher. Motion carried.

Phyllis stated that it appears the Child Care/Daycare Regs. have been updated. Erica concurred that she discovered this during an inspection where the operator had updated regulations she did not know about. It was suggested that CEHA notify the membership of this update.

Education Committee- Debbie stated that a CPO class will be offered in May at the Mohegan Tribal Public Safety building at a cost of \$300.00/person. She will notify the board as soon as a date is secured. Matt noted that CADH should also be made aware of the class so it can let its membership know. Debbie stated they are looking for 12-15 people to sign up.

No one signed up for the ServSafe Manager's Certification class offered by Debbie and Jessica at Mohegan earlier this month. It will be rescheduled in the near future with the hope that inspectors will let their food establishments know they can update their certification at a discount rate.

Debbie reminded the board it is time to secure our location at Hammonasset for the summer picnic. Jessica offered to contact the mobile food establishment, Whey Station, whose owner just won an episode of "Chopped" on the Food Network. If she has a July date available, we will contact Amanda to secure the pavilion for that day. It was agreed that we should charge \$10.00/ per person as we did last year.

Debbie reminded the board that she is no longer the Education Chair and that we are still looking for a replacement. Debbie is willing to co-chair with someone but chooses to remain as the new Nominations/Elections chair until that time.

Well Water Workshop Update: According to Matt, the new date of May 1st has resulted in 55 sign-ups with 17 not yet paid. Matt will give these folks 2 weeks to submit payment. Since our last meeting, DPH announced a conference in April on wells that is free but it appears professional well drillers are the target audience while the May conference is more pertinent to CT inspectors.

It was also mentioned that a free workshop will be offered by CIRCA (CT Institute for Resilience and Climate Adaptation) April 6th at Avery Point on the topic "Drinking Water Resilience Plan for CT".

Legislative- Liz spoke about several important bills that are currently before the legislature. Bill 5150 is looking to change the educational qualifications necessary for the Director of Health of a district health department. Other bill topics include: mandatory allergen training for restaurants, restrictions on tanning salons with regard to age of customers and a change to the septic regulations with regard to size of septic systems that are reviewed and approved by locals vs. DPH.

There was a discussion about Liz and Heather's attendance and possible remarks at the CEHA/CADH/CPHA sponsored legislative breakfast on gun violence in CT. The group holding this breakfast does not seem to have a clear purpose so it was decided that any remarks made at

the breakfast by Liz should simply support healthy environments as a link to general health and safety for all citizens.

Membership- Maryam stated that membership renewals are slow this year with 98 outstanding. Matt stated that one contributing factor may be people joining last year in order to get a reduced rate for an educational conference but overall, health dept. renewals are slower than usual.

Nominations/Elections- Debbie stated there are no nominees for the position of Secretary.

Publicity/Newsletter- There is an REHS training course offered soon in MA. It was agreed the CEHA membership can be notified.

Heather is working on website updates. Matt stated that Wild Apricot notified him of several free apps CEHA may be interested in, such as one for voting and sending mass notifications more easily. He also said that the CEHA I-page will soon roll over completely to CTEHA.org.

At 2:10 PM, Mindy Chambrelli arrived at the meeting.

Kevin stated he has made some changes to the Food Committee page and discovered several dead links. Kevin asked if some of the food committee links might be better accessed under a “resources” area on the homepage. This might bring up the need to be an “active member” to access such resources.

Scholarships/Awards- Erica is working to provide a fresh perspective on this committee as a recent graduate. She has been joined by Dawn Severine from the Stratford HD and is planning to work on a logo and a list of duties for this committee, up-dating the application, and informing the local colleges and university advisors of the availability of these scholarships.

Housing- With regard to animal hoarding issues in CT, Brian is working on proposed regulations for felines and is looking for a way to get them incorporated into the CT Public Health Code. He is also speaking to SCSU students soon regarding tattooing and reiterated the need for updating the licensing requirements for tattoo artists. Suzanne suggested that a way to get this rolling is for a professional organization to join forces with a local health dept.

Food- It was noted that the FDA Food Code adoption will take place around January, 2019. DPH is allowing retired inspectors 3 years to become re-certified in order to work part-time.

Kevin noted that the CT Statutes, 17-93 offer exemptions for potluck events and feeding operations that serve the homeless.

There was a discussion of the International Chili Society (ICS), an organization that holds local chili competitions to raise money for charities. Local HD’s and Districts must license/permit them as they see fit.

Subsurface Code Advisory- Jeff plans to hold the first meeting with his committee on April 19th. The committee will be discussing the new Technical Standard updates and the new requirements for Water Treatment Wastewater disposal systems. The committee will also consider designing a new application form for the WTW plan reviews and survey members regarding new fees planned for the WTW. Jeff reported that Eastern Highlands Health District planned to require a B100a review of the new WTW system plans

Water- Don started a discussion regarding Uranium and Arsenic levels in wells. New sampling data shows 15% of well samples are above the action level of 28 mg/l. Some homes in Glastonbury tested at 1000 mg/l and need to be connected to public water.

Don also mentioned that by-products of Teflon production called “poa” and “pf” are an emerging water contaminant.

The DPH well conference on April 11th is at the Crystals Center.

By-Law/Policy Review- Jessica stated the By-laws and Policy documents supplied by Luigi for editing had been changed in some way and could not be edited using track changes. Originals were secured by contacting Dave Rogers and she began the process of adding the edits recommended by Stacey. Matt reported that he has not done any additional work on the documents for the board to look at and may want to change the document format.

Yankee Conference- Scott informed the board that the Yankee Conference will merge with the FDA Regional Food Safety Conference to be held September 19-21 in Portland, ME. It will be run by the Yankee Conference board due to the difficulty in getting participation by the northern states.

Motion by S. Cook to allow him to sign contracts and use the CEHA credit card in the planning of this event with the understanding that all monies will be reimbursed by the Yankee Conference Board. **Seconded** by M. Hosseini. Motion carried.

Motion to adjourn at 3:08 PM.

Minutes submitted by J. Fletcher on April 12, 2018