Board of Directors meeting

January 8, 2020

Naugatuck Valley Health District, 98 Bank Street, Seymour, CT

1. Call to Order: 12:11 pm, by President J. Fletcher
   a. Agenda: Motion P. Amodio, 2nd M. Hosseini, passed
   b. Guests: Katie Baldwin, Melanie Dokla
   c. Roll call, sheet circulated, attached to filed minutes.

2. President’s Report, M. Chambrelli
   a. Mindy has submitted an abstract to NEHA for the 2020 AEC Conference and has been chosen as a speaker.
   b. The Contact information spreadsheet was passed around for confirmation/corrections.
   c. Workforce Development: Ryan McCammon. Spoke. Suggestion for a possible Ad-Hoc Committee. There is a need to augment Phase 1 and 2 SSDS training, soils training. Ryan draft a letter to R. Scully at DPH concerning standardization (letter filed). Comments were made concerning future training or hands-on experience and how to document this. There is a need for strong field training components. Appointment by President of an AD Hoc Committee (6 months) chaired by Ryan McCammon. A report will be due at the end of the 6 month period.
   d. Scholarships. We are discussing the possibility of CEHA paying for a single day NEHA AEC registration and transportation with Metro North to the AEC in NYC. This discussion generated positive response from all participating Board members.
   e. Association recognition by the President. Mindy asked for suggestions and nominations of those whose work has benefited the Association and Environmental Health. Brian Faulkner was presented a recognition certificate for his work on behalf of the Association.

3. Secretary, Minutes of the meeting of December 11, 2019 were presented. There was one correction to Item 8.b.: Motion to accept: C. Motes, 2nd S. Cook., passed with correction.

4. Treasurer’s Report: As of January 8, 2020:
   a. Reports: Account balance $95,642.98 total;
   b. Transactions Report showed a net increase of $1,068.55;
   c. Summary Report of income vs expenses and the budget to date were summarized
   d. Motion to approve: Kevin Elak, 2nd S. Cook.

5. Standing Committees:
   a. Education: Dianne Harding discussed plans for the current year. Her committee has been formed and is active. She is requesting ideas and concepts, topics and venues. There were a number of suggestions of possible places to hold conferences and trainings. Her thoughts
included a Spring conference concerning different types of inspections, the Summer Picnic meeting, the Annual Meeting in November and the Yankee Conference in September.

b. Legislation: Chair Elizabeth Kavanah and S. Blancafors. Brian Faulkner noted and commented concerning some changes to tattoo regs. More to come.

c. Membership: Maryam noted that about 100 people had not submitted renewals as of this time. She contacted local Health Departments Directors concerning promoting department memberships in CEHA, receiving little to no response. Maryam noted the addition of 3 new members (1 full, 2 student) and 3 new applications for full memberships.


e. Publicity/Websites: Heather has some few remaining supplies for the online store, and materials for the handouts at conferences. The Winter Newsletter will be released by the end of the week. Heather is requesting articles and news for the Newsletter.

f. Scholarships: Erica Mikulak. Erica will start the work on scholarships and awards in March. She will reach out and is requesting others to reach out to colleges and universities concerning the awards and scholarships. There was discussion concerning other scholarships, awards and recognition, including those at the National (NEHA) level.

6. Technical Advisory Committees:

a. Housing/Lead: Kristen Amodio: She noted that there is an availability of Radon kits for Radon Prevention Month, and funding under Healthy Homes via CT Children's Medical Center for a number of projects such as lead abatement and other public health and safety issues, based on the Tenant’s income level.

b. Food Safety: Steve Yenko. A February meeting of the Advisory Group meeting is expected. Concerning the FDA Courses, the FDA will be handling them, possibly with some assistance from CEHA, such as advertising. It was noted that the FDA Code has been sent from the Governor’s Office to the office of the Attorney General and is moving through the process. Letters from DPH concerning extension of certification have not resulted in any comments from the local departments or inspectors. Certifications are now extended to January of 2022. The Itinerant Vendor issue has not been settled. There is no action by DPH and the Directors of Health, so the Public Act is not moving.

c. SSDS: Ryan McCammon. Ryan has had meetings regarding training issues. He noted that field training is a difficult matter to address due to different local conditions and access to field sites. He noted that there is a distinct need for training and refreshment of skills. He discussed a one-day annual event in October of the year. There are many topics which could be covered. He is currently looking into an October event or events which could be “regional” in nature to address differences in Connecticut

d. Water/Wells: Don Kendrick. His committee is still incorporating comments concerning -BS1 of the regulations. There are registration options for the April 27 well conference that CEHA will be working on.
e. Body Arts/Personal Services: Brian Falkner. Brian has developed a Summary Report which is to be forwarded to the Newsletter Editor for publication.

7. New Business: The purchase of technology (projector/screen/computer was discussed. Prices for equipment will be obtained and the matter will be brought up at the next Board meeting.

8. Old Business: None


Respectfully submitted:

Charles I. Motes, Jr., M.S., M.P.H., R.S.
Secretary