



Connecticut Environmental Health Association

Board of Directors meeting

February 08, 2022

Via Zoom Platform

Call to order: Chris Buter, President at 12:05PM

Attendees: Chris Buter, Tanielle Davis, Scott Cook, Maryam Hosseini, Brian Falkner, Don Kendrick, Jennifer Sparks, Phyllis Amodio, Erica Mikulak, Michelle Hansen, Alyssa Brochu, Dia Dihan, Lisa Yu, Kristen Amodio, Brianna Britos- Swain, Kevin Elak, Liz Kavanah, Katie Baldwin,

Guest: Tracey Weeks

1. **President's Report:** *Chris B.*

Agenda was presented for any changes or additions. None was brought forth. Maryam made a motion to approve the agenda for 2-8-22, it was seconded by Phyllis. None opposed and no abstention. Motion passes to approve the agenda as it stands.

Chris had a meeting scheduled with Lori Mathew at DPH, but it got rescheduled for a later date. He would like for any questions we might have for Lori to be brought to his attention before the meeting. He's hoping to have the discussion on reciprocity license be the focal point of the meeting

Chris would like to work with Katie and Steve on the aspects of the digital health platform.

Kevin E. has made Chris aware of the software that is currently being developed at DPH Food Protection. Tracey Weeks will speak more on this.

Workforce Development and Education investigated working on a grant that would be beneficial to the group. However, due to lack of time, they thought it best to work on it in the upcoming year.

Lastly, welcome to the new Education co-chairs, Dia Dihan, and Jennifer Sparks.

2. **Secretary's Report:** *Tanielle D.*

Minutes dated January 11, 2022, was presented to the board. Tanielle motions for the minutes to be accepted as it stands. Motion was seconded by Don. None opposed, one abstention (Scott), motion carried.



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3. **Treasurer's Report:** *Scott C.*

Full details of account balances and transactions can be seen in Scott's email that was sent on 02-08-22. Scott discussed details from the report which included transactions from membership renewals (both member and corporate member), job postings, zoom monthly fees, credit card processing fees as well as the gift item that was sent to Art Yoap's wife. The checks for the scholarship recipients had to be redone and will be sent out soon. Scott also mentioned that he'd received some delayed payment which came in from the Yankee Conference.

Scott motions to accept the treasurer's report and a second was made by Katie, none opposed. Motion was carried.

Scott brought forth the details for the 2022 budget. The three key items of revenue are membership dues (which is the primary source of revenue) and employment ads. Other revenue will most likely come from Education.

The two past presidents (Kevin E. and Mindy C.) and our current president (Chris B.) are likely to attend the NEHA 2022 Annual Education Conference. Chris motions that all three are fully accommodated for from the 2022 budget. All in favor, none opposed. Motion passes

Discussion ensued

Dia mentioned that her and Jennifer will look for future grants that will help to accommodate for educational trainings.

Chris motions to accepts the 2022 budget as presented by Scott pending supplement for trainings. All voted in favor, no oppositions, or abstentions. Motion accepted.

4. **Education Report:** *Jennifer S. & Dia D.*

Dia and Jennifer met with Dianne (past Chairperson) and discussed at length contacts used for the conferences, meetings, and the summer picnic. One possible training that would be of interest would be on the topic of "*routine vs emergency inspections*". The committee is considering adding another person and also doing a survey with the members to figure what possible training or common interests for trainings.

5. **Legislation:** *Liz K.*

Legislative session begins tomorrow 2-9-22 to 05-04-22. The bulk of what is expected to be presented will be from the energy bill and climate change. Liz is still seeking to find out who is the new intel liaison from DPH.



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6. **Membership:** *Maryam H.*

Renewals are coming in slowly. A total of 61 members have not renewed as yet but this is not uncommon. The respected committees were sent the information of the new members that expressed interested in those groups.

7. **Nomination/ Election:** *Phyllis A.*

CEHA newsletter came out and Phyllis had put an article in there hoping to capture the attention of some new candidates to fill the vacant positions. Maryam provided Phyllis some names of possible candidates as well.

Discussion ensued

8. **Publicity:** *Michelle H. & Lisa Y.*

Winter newsletter has gone out recently and the spring newsletter will be worked on starting next month. Michelle was looking into the possibility of reopening the online store.

Discussion ensued.

9. **Workforce Development:** *Alyssa B. & Brianna S.*

Last meeting was a discussion on branding. The committee is thinking doing a video to capitalize who we are. As mentioned by Chris, the committee is not able to take on grant funding, due to lack of time. However, the committee is looking at possible external funding for the future

10. **Scholarships/Awards:** *Erica M.*

Nothing to report at this time.

Technical Committee:

11. **Lead:** *Kristen A.*

Kim Ploszaj is working on information regarding lead refresher.

12. **Food Safety:** *Steve Y. & Katie B.*

Katie is working on getting the committee in for a meeting. Chris will sit in to discuss about the use of digital software.

Tracey Weeks: Food inspector's certification all expire this year. Food trainings will be provided for inspectors to do on your own time. Live or recorded meetings will be provided



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for the FDA regulations. Refreshers will be provided. December 31st, 2022, still stands for the FDA going into full effect.

Discussion followed regarding cannabis infused food product and who's responsible for this process. Tracey will follow-up with DCP on this.

13. **Subsurface Sewage:** *Jeff P.*

Not present at today's meeting

14. **Water/Wells:** *Don K.*

Ryan Tetreault at DPH said they're trying to refill Tiziana's position. Currently there is no movement on the new well code. DPH is trying to hire a new staff attorney to help get the code pass. Pfas (DPH & DEEP) is still being worked on for the November action plan.

Discussion followed on the process of drilling a well on a property.

15. **Body Arts/Personal Services:** *Brian F.*

There is upcoming training opportunity for body art and tattoo. Brian has been receiving inquiries on heat treating units that are not autoclaves. By itself, it is not an approve method for sanitization. The tools still must be washed, rinsed, and sanitized but these units can be used for storage only.

16. **Old Business:** None

17. **New Business:** Digital Inspections with Tracey Weeks

The software has is three-part model: 1) Complaint Section (illness and non-illness types, outbreaks etc.), 2) Certified Inspector Tracking Section, 3) Inspection Section (tracking licenses on what's expired, what's due etc.). The software is designed, customized and eminent for the FDA Food Code. DPH will have access for all inspection reports. However, it will not be available for public viewing until further down the road. The software has also been suggested to be use for tracking reciprocal vendor licenses. Training will be required, and it will be provided. Discussion followed.

18. **Adjourn:** Brianna motions to Adjourn and seconded by Katie. Meeting adjourned at 1:37PM