

NC State Board of Environmental Health Specialist Examiners

Minutes of January 19, 2012 Board Meeting

The North Carolina State Board of Sanitarian Examiners met on Thursday, January 19, 2011 at 10:00 a.m. The meeting took place at 2728 Capital Boulevard in Raleigh, NC. A call in number was made available. Those in attendance, either in person or via telephone, were Patricia Hawkins, Greg Bright, Jessica Crawford, Jeff French, Lynn Lathan, Ernie Nichols, Burt Ogle (via telephone), Terry Pierce, Courtney Silverthorne, Wayne Stewart, Seth Swift, Debra Yarbrough and Donna Coffey.

Called to Order - Chair Seth Swift called the meeting to order at 10:05 a.m.

Conflict of Interest Statement

Chair Seth Swift asked if any Board member wishes to speak to actual or potential conflicts of interest. There were none stated. The Chair reminded Board members to recuse themselves when action on a staff member, family, or friend is under consideration by the Board. The Chair also reminded Board members that they should refrain from participation in any discussions in which they may have a potential or existing conflict of interest.

Executive Order No. 34 from Governor Purdue

The Chair reminded board members of Executive Order No. 34 from Governor Purdue requiring appointees to attend at least 75 percent of the board's regularly scheduled meetings.

The Chair introduced the newest Board member, Jessica Crawford. Jessica was appointed to the Environmental Health Specialists-at-Large position previously held by Perry Solice.

Financial Report – Donna Coffey

Donna reported the following account balances as of January 5, 2012 (most recent bank statement):

STIF Account	\$13,215.76
SECU Checking Account	\$23.72
SECU Money Market Account	\$54,615.32
SECU Shares Account	\$35.59

Chair Report – Seth Swift

Seth received a request from Blue Lizard for the Board to pay \$150 per month, beginning January 1, 2012, for hosting the RSTAS website. Consensus of Board members was that \$150 appears a high cost to pay. Other alternatives were discussed including moving RSTAS to the current DEH/EHS server; however, there would be no assurance that those servers would continue to be available once DEH/EHS moves to a new physical location. Discussion continued and it was agreed that: (1) Blue Lizard would continue to host RSTAS until another viable solution was found, (2) the Chair would negotiate lower monthly hosting cost with Blue Lizard, (3) in the interim, the Board will pay \$150 per month to Blue Lizard, and (4) RSTAS Committee (Seth Swift, Terry Pierce, and Jeff French) to explore other hosting options including options with DHHS Information Technology staff.

It was clarified that the June Board meeting would be held via teleconference. During this meeting, the March test scores would be validated.

Vice-Chair Report – Wayne Stewart

No report

Secretary/Treasurer Report – Jeff French

Jeff French overviewed the Board's final 2012 budget. It was noted that, in lieu of today's previous conversation related to RSTAS and Blue Lizard, there may be a need to increase the contract services line item later in the year. The Board agreed to revisit this as necessary.

Administrative Assistant to the Board's Report – Donna Coffey

Donna reported that a new fax machine was purchased (with the approval of the Secretary/Treasurer), because the old one needed a new drum kit. The cost to purchase the drum kit was about the same amount of the new machine.

2012 Renewal Update – At the date of the meeting, approximately 1,100 renewals have been submitted for 2012.

Renewal Audit Report – Patricia Hawkins

Patricia Hawkins made a preliminary report on the Renewal Audit. It appears that the carry over hour function of RSTAS is working correctly. There were approximately 300 renewals audited by the Board. Initial problems were discovered in less than 10% of the applications. Patricia will work with applicants to correct the problems where possible. She will report the results at a future meeting.

Education Committee Report – Greg Bright

The following Interns were presented to the Board:

<u>Name</u>	<u>County</u>	<u>Intern #</u>	<u>Employment Date</u>
Nacha' Love Lee	Cumberland County	2379	11/21/2011
Savannah Copeland Kent	Madison County	2380	01/02/2012

Board Action: The Board approved the above referenced applicants as Interns effective January 19, 2012. All votes affirmative.

Military Waiver - The Board reviewed a request, including military orders, from W CPT Bradley Hallman for 2011 CE Waiver due to Active Military Duty.

Board Action: The Board approved the above referenced exemption based on Board Rule NCAC 62.0407.F.7i. The renewal fee was also waived for 2012 in accordance with Board Rules.

The Board reviewed the following 2011 and 2012 CE courses:

Legend

	Additional information needed; course status = Pending ("P" in Hrs App'd Column = Pending)
	Course denied (" D " in Hrs App'd Column = Denied)
	Course modified by Board after original approval date (examples include change location & dates from specific to various among others)
	Course withdrawn or amended by applicant

Course #	Name of Education/Training	Submitted By	Organization Sponsor	City	State	Start Date	End Date	Hrs Req'd	Hrs App'd
2011 Courses for Review at January 19, 2012 Meeting									
11386	AFDO 115th Annual Educational Conference	Lasic, Dan	AFDO	Dallas/Plano	TX	6/18/11	6/22/11	23.75	20.00
11387	8 Hour HAZWOPER Refresher	Lance, Darrell	Asheville Global Environmental	Asheville	NC	1/21/11	1/21/11	8.00	7.50
11388	Ambient Air Quality Monitoring Workshop	Lance, Darrell	NCDENR, NCDAQ	Raleigh	NC	2/9/11	2/10/11	9.75	8.50
11389	Wastewater Treatment - Solids Handling	Withrow, Bruce	Walters Environmental Consulting, Inc.	Leland	NC	12/9/11	12/9/11	6.00	6.00
11390	NC DWQ-APS Enforcement Training	Mitchell, Patrick	NCDENR DWQ - Aquifer Protection Section	Raleigh	NC	11/29/11	11/29/11	5.50	Duplicate - same as course #11384
11391	ICS-300 - Intermediate ICS	Warren, Roy	Lee County Office of Emergency Services	Sanford	NC	9/26/11	9/28/11	18.00	18.00
11392	ICS-400 Advanced Incident Command System Command and General Staff	Warren, Roy	Lee County Office of Emergency Services	Sanford	NC	9/29/11	9/20/11	12.00	12.00
11393	Industrial Ergonomics Process Workshop	Kenney, Michelle	Ergonomics Center of NC, NC State, NC OSHA	Raleigh	NC	6/20/11	6/23/11	10.00	D
11394	EH and Safety Compliance 8 Hour Workshop	Kenney, Michelle	The EI Group, Inc	Morrisville	NC	10/7/11	10/7/11	8.00	P
11395	AIHce 2011 Conference	Kenney, Michelle	The American Industrial Hygiene Association	Portland	OR	5/16/11	5/18/11	30.00	P
11396	Introduction to HACCP FS-350	Burdick, Catherine	NCSU	Online		8/17/11	12/19/11	15.00	20.00
11397	Public Health Emergencies & Disasters	Reed, Bryan	University of Alaska Anchorage	Online		1/1/11	5/1/11	15.00	20.00
11398	Subsurface Operator Topics	Sealy, John	NC Septic Tank Association	Hickory	NC	10/20/11	10/20/11	6.00	P
2012 Courses for Review at January 19, 2012 Board Meeting									
12001	Tech 102: Onsite System Technologies	Tanner, Joni	NCSU Soil Science	Various		Various		6.00	6.25
12002	Advanced Treatment for Improved Field Performance	Tanner, Joni	NCSU Soil Science	Various		Various		6.00	6.25
12003	Tech 550: Navigating the Decentralized Reuse Rules & Technologies	Tanner, Joni	NCSU Soil Science	Various		Various		6.00	5.75
12004	Soils 120: Redoximorphic Features, Soil Wetness & Water Table Relationships	Tanner, Joni	NCSU Soil Science	Various		Various		6.00	6.00
12005	Install 201/O&M 201: Pumps & Controls	Tanner, Joni	NCSU Soil Science	Various		Various		6.00	6.50
12006	4th Annual Onsite Wastewater Contractor Day	Champion, Cassandra	Granville-Vance District HD & Franklin County HD	Henderson	NC	3/21/12	3/21/12	6.75	6.75
12007	North Eastern District Quarterly Meeting	Smith, Amanda	North Eastern District	Greenville	NC	1/6/12	1/6/12	4.25	3.50
12008	2012 MCGWA Trade Show & Continuing Education	Morgan, Andrew	NC Ground Water Association	Greensboro	NC	1/27/12	1/28/12	5.00	5.00
12009	Septic Contractor's Workshop	Warren, Kim	Chatham County EH	Siler City	NC	2/9/12	2/9/12	3.00	3.00
12010	Mid-Atlantic Mosquito Control Association Conference	Salmen, Dennis	Mid-Atlantic Mosquito Control Association	Gettysburg	PA	2/21/12	2/23/12	?	10.00
12011	Chemical Spill Response Training	Pappas, Chris	Sigma Consulting Training, Inc	Various		Various		7.50	7.50
12012	Protecting the Environment by Raising the Standards	Swinney, David	Albemarle Regional Health Services	Barco	NC	3/6/12	3/7/12	13.00	12.00
12013	The Pool Professor Pool Operator Course (two-day course)	Fielding, Roy	The Pool Professor, Inc	Various		Various		11.00	11.00
12014	The Pool Professor Pool Operator Course (one-day course)	Fielding, Roy	The Pool Professor, Inc	Various		Various		6.00	6.00
12015	CFP 2012 Workshop: Controlling Norovirus & Other Viruses at Retail & Food Service	Hardister, Bill	The Conference for Food Protection	Indianapolis	IN	4/14/12	4/14/12	5.75	5.75
12016	CFP 2012 Biennial Meeting	Hardister, Bill	The Conference for Food Protection	Indianapolis	IN	4/14/12	4/18/12	21.50	P

Course #	Name of Education/Training	Submitted By	Organization Sponsor	City	State	Start Date	End Date	Hrs Req'd	Hrs App'd
12017	On-Site Wastewater: Repairing Small Systems for Field Personnel	Beamer, Anna	SOP	Winston-Salem	NC	2/21/12	2/23/12	19.50	19.50
12018	O&M 400/Tech 400: Advanced Troubleshooting of Onsite System Malfunctions	Tanner, Joni	NCSU Soil Science	Various		Various		12.00	12.00
12019	Install 470: Advance Septic System Installer Guidance	Tanner, Joni	NCSU Soil Science	Various		Various		6.00	6.00
12020	Reviewing the Fundamentals of Soil Science	Tanner, Joni	NCSU Soil Science	Various		Various		40.00	20.00
12021	O&M Subsurface Wastewater System Operator Training School	Tanner, Joni	NCSU Soil Science	Various		Various		22.00	20.00
12022	Install 270: Gravity & Pump Onsite Wastewater Systems	Tanner, Joni	NCSU Soil Science	Various		Various		6.00	6.00
12023	18-Hour Introductory Installer Training	Tanner, Joni	NCSU Soil Science	Various		Various		18.00	17.75
12024	Fundamentals of Installation	Grant, Dawn	EAHEC	Various		Various		6.00	6.00
12025	Advanced Installation: Drainage, LPP, Drip, Large Systems, Media Filters & RWTS	Grant, Dawn	EAHEC	Various		Various		6.00	6.00
12026	Installation of Pressure-Dosed & Area Fill Systems	Grant, Dawn	EAHEC	Various		Various		6.00	6.00
12027	Installation of Gravity Systems	Grant, Dawn	EAHEC	Various		Various		6.25	6.25
12028	Basic System Troubleshooting	Grant, Dawn	EAHEC	Various		Various		6.25	6.25
12029	Advanced System Troubleshooting	Grant, Dawn	EAHEC	Various		Various		6.00	6.00
12030	Fundamentals of Point of Sale Inspection	Grant, Dawn	EAHEC	Various		Various		6.25	6.25
12031	Advanced Point of Sale Inspection	Grant, Dawn	EAHEC	Various		Various		6.50	6.50
12032	Off-Site/Remote Septic Systems	Grant, Dawn	EAHEC	Various		Various		6.50	6.00
12033	New Technologies in Waste Water	Grant, Dawn	EAHEC	Black Mountain	NC	8/28/12	8/30/12	18.00	18.00
12034	Advanced Wells: Can You Dig It?	Grant, Dawn	EAHEC	Black Mountain	NC	5/16/12	5/18/12	16.25	16.25
12035	New Technologies in Pretreatment Systems	Grant, Dawn	EAHEC	Asheville	NC	5/22/12	5/24/12	17.00	17.00
12036	2012 Hazardous Waste Awareness	Welch, Aubrie	NC Solid Waste Enforcement Officers Association	Greensboro	NC	2/7/12	2/7/12	4.00	4.00
12037	Soil Science Society of NC Annual Meeting	Vaughan, Jeff	Soil Science Society of NC	Raleigh	NC	1/17/12	1/18/12	9.00	9.00

Board Action: The Board approved the recommendation from the Education Committee to approve the above referenced 2011 and 2012 Continuing Education requests with the exception of those noted as changed, pending or denied until further notice.

New Business

Policy Review and Approval

Confidentiality Policy – All Board members, Board Administrative Assistant, Board Web Master, Blue Lizard and the external auditors have submitted their signed confidentiality agreements.

Travel Reimbursement Policy – The Board directed Donna to ask the external auditor to clarify the question of whether the REHS Board is considered a licensing board or other board.

Meeting Adjourned: 1:56 p.m.

Respectfully submitted,

Jeff French, REHS
Secretary-Treasurer
January 19, 2012