

# NC State Board of Environmental Health Specialist Examiners

## Minutes of December 17, 2012 Board Meeting

The North Carolina State Board of Sanitarian Examiners met on Monday, December 17, 2012. The meeting took place at the Henderson County Health Department, 1200 Spartanburg Highway, Suite 100, Hendersonville, NC. A call in number was made available. Those in attendance, either in person or via telephone, were Seth Swift, Jeff French, Lynn Lathan, Ernie Nichols, Courtney Silverthorne, Jessica Silver, Wayne Stewart, Debra Yarbrough and Donna Coffey.

**Called to Order** - Chair Seth Swift called the meeting to order at 9:03 a.m.

**Board Action. Jessica Silver made a motion to approve the agenda and Courtney provided the second. All votes affirmative.**

### **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.

### **Chair Report – Seth Swift**

No report

### **Financial Report – Donna Coffey**

Donna reported the following account balances as of October 1, 2012 (most recent bank statement):

STIF Account	No report
SECU Checking Account	\$703.23
SECU Money Market Account	\$17,864.17
SECU Shares Account	\$35.87

### **Vice-Chair Report – Wayne Stewart**

No report

### **Secretary/Treasurer Report – Jeff French**

Jeff reviewed the 2012 Revenue and Expense report dated November 30, 2012.

### **Administrative Assistant to the Board's Report – Donna Coffey**

No report.

### **Education Committee Report – Courtney Silverthorne (for Greg Bright)**

The following Interns were presented to the Board:

Name	County/Agency	Intern #	Date of Employment
Carla Day	Forsyth County	2405	

**Board Action: The Board approved the above referenced applicant as an Intern effective December 17, 2012. All votes affirmative.**

No Interns were presented to the Board for REHS status.

The Education Committee made the following recommendations for 2012 Continuing Education 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
12371	NCCEHSA Quarterly Meeting	Lahey, Tracie	Central NC EH Supervisor's Association	Asheboro	NC	6/7/12	6/7/12	3.00	3.00
12372	HAZWOPER Update Part B	Polk, Brian	NC Division of Waste Management	Raleigh	NC	11/27/12	11/27/12	4.00	3.00
12373	OSHA HAZWOPER Refresher	Nantz, John	Guilford County Emergency Services	Greensboro	NC	11/27/12	11/27/12	6.00	5.75
12374	Operational Risk Management for Deployment Occupational & EH Surveillance	Hallman, Bradley	Texas A&M	San Antonio	TX	6/27/12	6/29/12	20.00	6.75
12375	Municipal & County Administration	Parker, Chad	UNC School of Government	Chapel Hill	NC	9/11/12	12/7/12	5.00	5.00
12376	Public Health Law Update: 2012	White, John	Wake AHEC & UNC-CH School of Nursing	Various		6/6/12	6/6/12	1.50	1.50
12377	6-Hour Dual Water/Wastewater Workshop	Parnell, Dennis	NC Industrial Commission	High Point	NC	11/29/12	11/29/12	6.00	6.00
12378	Mass Prophylaxis Preparedness & Planning (MGT 319) Training	Grady, Evan	NC Division of Emergency Mgmt	Garner	NC	7/16/12	7/17/12	12.00	12.00
12379	ICS 400-Advanced Incident Command System	Lowry, Brian	NC Division of Emergency Mgmt	Laurinburg	NC	4/4/12	4/5/12	12.00	12.00
12380	Blood Borne Pathogens & Infection Control	Lasic, Dan	Your Training Place Online	Online				2.00	2.00
12381	Biology & Control of Insects & Rodents	Lasic, Dan	NEHA	Online				18.00	18.00
12382	Performance Standards	Lasic, Dan	NEHA	Online				4.00	4.00
12383	Mountain Environmental Health Section 4th Quarter Meeting	Cook, Lorne	Mountain EH Section	Franklin	NC	12/19/12	12/19/12	5.00	5.00
12384	Advanced Hydric Soils for Soil Scientist	Lewis, James	USDA - National Soil Survey Center	Meridian	MS	8/20/12	8/24/12	15.00	15.00

The Education Committee made the following recommendations for 2013 Continuing Education 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
13001	2013 NC GWA Trade Show & Continuing Education	Morgan, Drew	NC Groundwater Association	Greensboro	NC	1/25/13	1/26/13	5.00	5.00
13002	Soil Science Society of NC Annual Meeting	Vaughan, Jeff	Soil Science Society of NC	Raleigh	NC	1/22/13	1/23/13	9.00	9.00
13003	23rd Annual Convention "Tools for Success"	Lassiter, Doug	NC Septic Tank Association	Hickory	NC	1/31/13	2/1/13	9.00	P
13004	ABCs of Pandemic Influenza	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13005	Acute Disease Surveillance & Outbreak Investigations: Federal Surveillance Systems	Wilfert, Rachel	UNC-CPHP	Online		Various		1.50	P
13006	An Overview of Outbreak Investigations (FOCUS, Volume 1.1)	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13007	Anatomy of Foodborne Outbreaks	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13008	Anatomy & Physiology of an Outbreak Team (FOCUS, Volume 1.2)	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13009	Bio-Psycho-Social Responses to Disaster (NC DRN, Module 3)	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13010	Case Finding & Line Listing: A Guide for the Investigator (FOCUS, Volume 1.4)	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P

Course #	Name of Education/Training	Submitted By	Organization Sponsor	City	State	Start Date	End Date	Hrs Req'd	Hrs App'd
13011	Catastrophic Flooding: Environmental Health Risks & Morbidity & Mortality Surveillance	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13012	Cohort Study Analysis & Interpretation	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13013	Cohort Study Design & Implementation	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13014	Collecting Specimens in Outbreak Investigations (FOCUS, Volume 4.2)	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13015	Conducting Environmental Health Assessments (FOCUS, Volume 3.4)	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13016	Conducting Traceback Investigations (FOCUS, Volume 3.3)	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13017	Crisis Leadership: Leadership at the Speed of Light	Wilfert, Rachel	UNC-CPHP	Online		Various		1.25	P
13018	Data Analysis Basics for Analytic Epidemiology (E is for Epi, Session 3.3)	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13019	Descriptive Epidemiology (E is for Epi, Session 3.1)	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13020	Developing a Questionnaire (FOCUS, Volume 2.2)	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13021	Electronic Information Systems in NC Public Health Practice (Public Health Informatics Basics, Module 3)	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13022	Embarking on an Outbreak Investigation (FOCUS, Volume 1.3)	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13023	Environmental Risk Assessment	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13024	Epidemiology: A Basic Public Health Science (E is for Epi, Session 1.1)	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13025	Epidemiology Applications: Disaster & Environmental Epidemiology (E is for Epi, Session 5.1)	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13026	Epidemiology Tools & Methods (E is for Epi, Session 2.1)	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13027	Epidemiology Applications: Forensic Epidemiology & Maternal & Child Health Epidemiology (E is for Epi, Session 5.2)	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13028	Epidemiology Partners & Resources (E is for Epi, Session 2.2)	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13029	Ethical Issues in Disaster Response (NC DRN, Module 7)	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13030	Federal Public Health Surveillance (E is for Epi, Session 4.2)	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13031	Forensic Epidemiology Investigations (FOCUS, Volume 2.6)	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13032	HIPPA: An Overview	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13033	Investigating Outbreaks of Psychogenic Illness	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13034	Incident Command Systems (ICS) for Public Health	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13035	Introduction to Surveillance (E is for Epi, Session 4.1)	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13036	Introduction to Cultural Competency & Title VI	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13037	Introduction to forensic Epidemiology (FOCUS, Volume 2.3)	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13038	Introduction to Geographic Information Systems (GIS)	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13039	Introduction to Mental Health Preparedness	Wilfert, Rachel	UNC-CPHP	Online		Various		3.75	P
13040	Introduction to Public Health Informatics (Public Health Informatics Basics, Module 1)	Wilfert, Rachel	UNC-CPHP	Online		Various		0.50	P
13041	Infectious Disease Surveillance & Outbreak Investigation Using GIS	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13042	Interviewing Techniques (FOCUS, Volume 2.3)	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13043	Recognizing an Outbreak (I is for Investigation, Session 1)	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13044	Rapid Needs Assessment & GIS (FOCUS, Volume 5.3)	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13045	Radiological Surveillance	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13046	Rabies Epidemiology & Control	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13047	North Carolina Communicable Disease Law	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13048	Public health Burden of Foodborne Disease	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13049	Overview of Study Design	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13050	Study Designs for Analytic Epidemiology (E is for Epi, Session 3.2)	Wilfert, Rachel	UNC-CPHP	Online		Various		0.50	P
13051	Mapping for Surveillance & Outbreak Investigation (FOCUS, Volume 5.2)	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13052	Tick-Borne Diseases of the US	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13053	Key Concepts & Terms in Public Health Informatics (PH Informatics Basics, Module 2)	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13054	Recognition & Management of Bioterrorist Agents: An Overview	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13055	The Practice of Epidemiology: An Overview (E is Epi, Session 1.2)	Wilfert, Rachel	UNC-CPHP	Online		Various		0.75	P
13056	Case Study 4: Storm-Related Water Consumption	Wilfert, Rachel	UNC-CPHP	Online		Various		1.50	P
13057	Case Study 5: Hepatitis A Cluster with Unknown Sources	Wilfert, Rachel	UNC-CPHP	Online		Various		1.50	P
13058	Case Study 6: Elemental Mercury Spill	Wilfert, Rachel	UNC-CPHP	Online		Various		1.00	P
13082	Integrated Toxicology & EH Program Seminar Series	Smathers, Emily	Duke ITEHP	Durham	NC	1/11/13	4/17/13	21.00	P

**Board Action: The Board approved the recommendation from the Education Committee to approve the above referenced 2012 and 2013 Continuing Education requests with the exception of those noted as changed, pending or denied until further notice.**

**New Business**

The Board approved a meeting schedule for 2013. Donna will have Tobin post to the Board's website.

The Board approved an expenditure budget for 2013 that totals \$54,780. Donna will have Tobin post to the Board's website.

**Meeting Adjourned: 10:18 a.m.**

Respectfully submitted,

Jeff French, REHS  
Secretary-Treasurer  
December 17, 2012