

NC State Board of Environmental Health Specialist Examiners

Minutes of March 21, 2013 Board Meeting

The North Carolina State Board of Sanitarian Examiners met on Thursday, March 21, 2013. The meeting took place at the Davidson County Health Department, 915 Greensboro Street, Lexington, NC 27292. A call in number was made available. Those in attendance, either in person or via telephone, were Seth Swift, Greg Bright, Jeff French, Patricia Hawkins, Lynn Lathan, Layton Long, Ernie Nichols, Courtney Silverthorne, Jessica Silver, Wayne Stewart and Donna Coffey. Board members Burton Ogle and Debra Yarbrough were absent.

Called to Order - Chair Seth Swift called the meeting to order at 10:36 a.m.

Board Action. Jeff French made a motion to approve the agenda and Greg Bright seconded. 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 McCrory requiring appointees to attend at least 75 percent of the board's regularly scheduled meetings.

Approval of Minutes

The Board reviewed the October 11, 2012 minutes and made no changes.

Board Action: Greg Bright made a motion to accept the October 11, 2012 Minutes as submitted. Lynn Lathan seconded the motion. All votes affirmative.

Financial Report – Donna Coffey

Donna reported the following account balances as of March 21, 2013:

SECU Checking Account	\$269.81
SECU Money Market Account	\$58,555.68
SECU Shares Account	\$35.94
STIF Account (January 2013)	\$13,125.28

Chair Report – Seth Swift

The Chair and Layton Long discussed the current General Assembly interest in Environmental Health issues.

Vice-Chair Report – Wayne Stewart

No report

Secretary/Treasurer Report – Ernie Nichols

No report

Administrative Assistant to the Board's Report – Donna Coffey

The Administrative Assistant reported the following: the 2012 financial audit is about 90% complete and 11 interns have registered for the exam on March 22. Donna also reported that she had analyzed the interest earning rate on the Board's STIF account and SECU Money Market account. The SECU account is earning about the same rate as the STIF account.

Board Action: Seth Swift made a motion to rescind the Board's previously approved motion to move \$5,000 from the Money Market to the STIF account and instead keep the money in the SECU account. At such time that interest rates rise, the Board should re-look at moving money to the STIF account. Ernie Nichols seconded the motion. All votes affirmative.

Education Committee Report – Courtney Silverthorne

The following interns were presented to the Board for RS status:

Name	County/Agency	Intern #	Date of Employment
Patrick Gregory Hayes	Rockingham County	2406	1/8/2013
Lynne I. Ezzell	Montgomery County	2407	3/11/2013
Gloria Jean Shook	Caldwell County	2408	3/1/2013
Anna Marie Watkins ⁽¹⁾	Burke County	2409	2/11/2013
Mary Edythe Kornegay	Wayne County	2410	2/18/2013
Janet Gaskins Peaden	Craven County	2411	3/13/2013

- (1) Applicant previously registered as REHS # 2333; last renewed in 2009; laid off from EH after working one year due to funding reductions in Burke County

No Interns were presented to the Board for approval.

No Fast Tracking Requests were received.

No Reciprocity Requests were received.

The following Continuing Education requests were presented to the Board for approval:

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
13102	Zoonose, Vectors, Pests & Weeds	Red, Krissie	South Central PH Partnership (Tulane)	Online				4.00	4.00
13103	Potable Water	Red, Krissie	South Central PH Partnership (Tulane)	Online				6.00	6.00
13104	Disaster Sanitation	Red, Krissie	South Central PH Partnership (Tulane)	Online				5.00	5.00
13105	The Pool Professor Pool Operator Course (1 day)	Fielding, Roy	The Pool Professor, Inc	Various		Various		6.00	6.00
13106	The Pool Professor Pool Operator Course (2 day)	Fielding, Roy	The Pool Professor, Inc	Various		Various		11.00	11.00
13107	Certified Pool/Spa Operator	Feldkamp, Sue	National Swimming Pool Foundation	Cashiers	NC	3/6/13	3/7/13	12.00	12.00
13108	2013 Virginia Mosquito Control Association Annual Conf	Salmen, Dennis	Virginia Mosquito Control Assoc	Hampton	VA	2/6/13	2/8/13	12.00	12.00
13109	FD 312 Special Processes at Retail	Chu, AnnA	FDA/SOP	Various		Various		18.75	18.50
13110	SOP NC PH Law	Chu, AnnA	SOP	Greenville	NC	5/7/13	5/9/13	15.00	15.00
13111	3rd Annual NCFSDTF Conference: Safe Food is Good Business	Chu, AnnA	EH Section/OET/NCFSDTF	Durham	NC	5/22/13	5/23/13	8.50	8.50
13112	Reduced Oxygen Packaging & HACCP Worksho9p	Chu, AnnA	FLAVORSEAL, EH Section/OET & Utah State Univ Coop Ext	Asheboro	NC			11.75	11.75
13113	62nd NC Dairy Conference	VanHoy, Lee	NC Dairy Producers Association; NC Dairy Advantage; NC Coop Ext	Hickory	NC	2/15/13	2/15/13	2.00	2.00
13114	2013 NC Dairy Fieldmen & Sanitarian's Meeting	VanHoy, Lee	NC Coop Ext, NC Dairy Producers Assoc	Hickory	NC	2/14/13	2/14/13	2.00	2.00
13115	MIC13: Food Microbiological Control 10: Aseptic Sampling	Moses, Pamela	FDA ORAU EduNeering	Online				2.00	2.00
13116	Food Microbiological Control 5: Controlling Growth Factors	Moses, Pamela	FDA ORAU EduNeering	Online				2.00	2.00
13117	FDA36: Public Health Principles	Moses, Pamela	FDA ORAU EduNeering	Online				2.00	2.00
13118	FDA39: Basics of Inspections: Issues & Observations	Moses, Pamela	FDA ORAU EduNeering	Online				2.00	2.00
13119	MIC12: Food Microbiological Control 9: Natural Toxins	Moses, Pamela	FDA ORAU EduNeering	Online				2.00	2.00
13120	MIC04: Food Microbiological Control 3: Foodborne Viruses	Moses, Pamela	FDA ORAU EduNeering	Online				1.00	1.00
13121	MIC15: Food Microbiological Control 12: Cleaning & Sanitizing	Moses, Pamela	FDA ORAU EduNeering	Online				2.00	2.00
13122	Food Code Chapter 7: Poisonous & Toxic Materials	Moses, Pamela	FDA ORAU EduNeering	Online				1.00	0.75
13123	MIC02: Food Microbiological Control 2A: Gram Negative Rods	Moses, Pamela	FDA ORAU EduNeering	Online				1.00	1.00
13124	IS-101.C: Preparing for Federal Disaster Operations: FEMA	Moses, Pamela	FDA ORAU EduNeering	Online				1.00	1.00

Course #	Name of Education/Training	Submitted By	Organization Sponsor	City	State	Start Date	End Date	Hrs Req'd	Hrs App'd
13125	IS-106.13: Workplace Violence Awareness Training 2013	Moses, Pamela	FDA ORAU EduNeering	Online				1.00	1.00
13126	Industrial Noise	Teachey, Melissa	Naval Safety Center	Camp Lejeune	NC	3/19/13	3/21/13	18.00	18.00
13127	2013 BEST Conference	Teachey, Melissa	Wake County Local Emergency Planning Comm	Raleigh	NC	2/7/13	2/7/13	4.00	4.50
13128	Clarke Mosquito Workshop 2013	Jenkins, David	Clarke	Wilmington	NC	3/7/13	3/7/13	4.00	4.00
13129	Northeastern Environmental Health District	Gilstrap, Len	Northeastern EH District	Greenville	NC	4/5/13	4/5/13	4.25	4.25
13130	Guilford County Well Contractor Day	Honeycutt, Laura	Guilford County EH	Greensboro	NC	2/19/13	2/19/13	6.50	6.50
13131	NCEHD 1st Quarter Meeting - Orange County	Hudson, Victoria	North Central EH District	Hillsborough	NC	3/12/13	3/12/13	5.00	4.25
13132	Chatham County Contractors & Operators Workshop	Warren, Kim	Chatham County Public Health	Chapel Hill	NC	3/21/13	3/21/13	5.25	5.25
13133	West Piedmont EH Section Meeting	McGuire, Meg	West Piedmont EH Section	Mount Airy	NC	2/21/13	2/21/13	4.00	4.00
13134	Nanomaterial Applications & Implications for EH	Cseh, Larry	NIEHS Superfund Research Program & ATSDR Office of Science	Atlanta	GA	2/27/13	2/27/13	1.50	1.50
13135	NC PHP&R Central Region Preparedness Meeting	Cain, Heath & Cole, Scott	NC PHP&R	Pittsboro	NC	2/21/13	2/21/13	5.00	5.00
13136	NPDES Inspector Training	Stepp, Jonathan	NCDWQ & EPA	Morganton	NC	3/12/13	3/14/13	16.00	16.00
13137	OSHA 10-Hour General Industry Outreach Training Program	Graham, Stephen	City of Charlotte, Risk Mgmt	Charlotte	NC	Various		10.00	10.00
13138	"Smells Like Money", ARHS Septic Conference	Swinney, David	Albemarle Regional Health Services	Barco	NC	3/20/13	3/20/13	6.50	5.25
13139	Public Information & Communication in a Medical Countermeasure Response	Yarbrough, Debra	CDC, NC PHP&R	Various		Various		5.50	5.50
13140	IS-200.b ICS for Single Resources 7 Initial Action Incidents	Hawkins, Patricia	FEMA Emergency Management Institute	Online				3.00	3.00
13141	IS-700.a NIMS An Introduction	Hawkins, Patricia	FEMA Emergency Management Institute	Online				3.00	3.00
13142	MIC 15: Food Microbiological Control 12: Cleaning and Sanitizing	Dixon, Dorian	FDA ORAU EduNeering	Online				2.00	2.00
13143	FDA 38: Basics of Inspections: Beginning an Inspection	Dixon, Dorian	FDA ORAU EduNeering	Online				2.00	2.00
13144	FDA 35: Basic Food Law for State Regulators	Dixon, Dorian	FDA ORAU EduNeering	Online				1.00	1.00
13145	FDA 39: Basics of Inspections: Issues & Observations	Dixon, Dorian	FDA ORAU EduNeering	Online				2.00	2.00
13146	Dual Water/Wastewater Workshop	Nobles, Melanie	NC Industrial Commission/Dennis Parnell	Vanceboro	NC	10/23/13	10/23/13	6.00	6.00
13147	Pest Control Techniques and Their Safe Implementation 2013	Nobles, Melanie	Agronomy & Horticulture Svcs	Wilmington	NC	6/25/13	6/25/13	6.00	6.00
13148	Harris Nuclear Plant EPZ Operations for TOREV	Lott, Valerie	NC Emergency Management	Raleigh	NC	1/16/13	1/16/13	5.00	5.00
13149	CD Pims & Training	Ezzell, David	Stanly County & CDP	Albemarle	NC	1/9/13	1/11/13	16.00	15.50
13150	Respiratory Protection TTT for Program Administration	Rowland, Keith	NC PHPR, Blue Ridge CC & MATRAC	East Flat Rock	NC	2/27/13	2/27/13	6.00	5.50
13151	Team Approach to Food Borne Outbreak Response	Johnson, Brian	National Center for Biomedical Research & Training	Warwick	RI	2/12/13	2/13/13	16.00	15.00
13152	Food Safety Matters/Training Practices	Fanning, Paula	Ecolab Food Safety Webinar	Online				1.00	1.00
13153	"Technology & Management of Wastewater Systems"	Lassiter, Doug	NC Septic Tank Association	Various				6.00	6.00
13154	32nd Annual Health Directors Legal Conference	Boggs, Carolyn	School of Government	Chapel Hill	NC	4/17/13	4/18/13	8.50	4.00
13155	2013 NC State Health Director's Conference	Clayton, Janet	NCDPH, NCAHLD, NCIPH, UNC-SPH, Office of Continuing Ed	Raleigh	NC	1/24/13	1/25/13	7.00	P
13156	Bloodborne Pathogens	Jackson, Edward	NC Department of Labor	Online				1.50	1.50
13157	Food Protection & Facilities Program Regional Meeting	Ham, Melissa	DHHS/DPH/EHSS Melissa Ham	Fayetteville	NC	3/11/13	3/11/13	4.00	5.00
13158	Food Safety & Artisan Cheesemaking	McDowell, Harold	NC Dept of Agriculture & Consumer Services	Raleigh	NC	1/31/13	2/1/13	7.00	7.00
13159	2013 Pest Control Technicians' School	McDowell, Harold	NC Pest Management Association	Raleigh	NC	1/22/13	1/23/13	11.00	1.50
13160	CNCEHSA First Quarter Meeting	Pixley, Connie	Central NCEH Supervisors Association	Concord	NC	3/8/13	3/8/13	1.00	3.00
13161	Learning ArcGIS Desktop (for ArcGIS 10)	Eaton, Patrick	ESRI, Inc	Online				24.00	20.00
13162	Southeastern District Educational Meeting	Solice, Perry	EMS/NCPHA	Fayetteville	NC	3/8/13	3/8/13	4.00	4.00
13163	ICS 300: Intermediate ICS for Expanding Incidents	Alley, Shannon	NC Emergency Management	Various		Various		30.00	18.00
13164	ICS 400: Advanced ICS	Alley, Shannon	NC Emergency Management	Various		Various		12.00	14.00

The Education Committee discussed some possible changes to the review process and the CE application process.

Board Action: The Board approved the recommendation from the Education Committee to approve the above referenced Interns and 2013 Continuing Education requests with the exception of those noted as changed, pending or denied until further notice. Ernie Nichols made the motion and Jeff French seconded the action. All votes affirmative. Courtney Silverthorne recused herself from voting on Janet Gaskins Peaden, Intern #2411, since the intern will work in Craven County where Courtney is employed.

New Business

Intern Membership Audit for Environmental Health Law

Donna Coffey reported that she has completed the audit of all 2008 and 2009 authorized Interns and all have completed the Public Health Law Course.

Upcoming CIT Changes

Layton Long reported that there will be changes in the manner in which CIT courses are offered. The intent of the changes is to shorten time that Interns are away from their home county and offer more specific training in particular fields.

At 1:15, Seth Swift made a motion to go into closed session to discuss a personnel matter. Jeff French seconded the motion. All votes affirmative.

At 1:25, the Board went into open session.

Meeting Adjourned: 1 :50 p.m.

Respectfully submitted,

Ernie Nichols, REHS
Secretary-Treasurer
March 21, 2013