

**NC STATE BOARD OF ENVIRONMENTAL HEALTH SPECIALIST EXAMINERS
PO Box 238, Efland, NC 27243**

Executive Committee

Phil Thompson, REHS, Chair

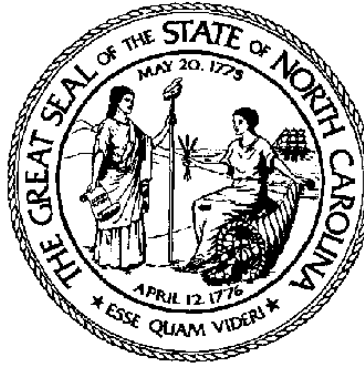
*Pools, Tattoos & State Institutions Program
Division of Public Health, Environmental Health
Section
NC Department of Health and Human Services
P.O. Box 315
Burlington, NC 27216*

Larry Michael, REHS, Vice-Chair

*State Environmental Health Director
Division of Public Health, Environmental Health
Section
NC Department of Health and Human Services
1632 Mail Service Center
Raleigh, NC 27699*

Carl Kivett, REHS, Secretary/Treasurer

*Chatham County Environmental Health
PO Box 130
Pittsboro, NC 27312*



Members

**Ann Absher, Wilkesboro, NC
Brian Byrd, Ph.D., Cullowhee, NC
Melanie Campen, REHS, Hampstead, NC
Patricia Hawkins, REHS Transylvania, NC
Carl Kivett, REHS, Pittsboro, NC
Andrew Morgan, REHS, Cary, NC
Daniel Ortiz, REHS, Fayetteville, NC
Seth Swift, REHS, Hendersonville, NC
Jessica Silver, REHS Asheville, NC
Donna Coffey, Board Assistant**

The North Carolina State Board of Environmental Health Specialist Examiners will hold a meeting on Friday, December 8, 2017 at 10:30 a.m. in Building 3, third-floor Environmental Health Training Room at the NC Health & Human Services Campus, 5605 Six Forks Road, Raleigh, NC 27699.

Agenda for December 8, 2017

1. **Call to Order** – Phil Thompson, Chair
 - a. Conflict of Interest
 - b. Statement & Governor’s Letter Concerning Executive Order 34

2. **Closed Session** ((Pursuant to NCGS 143-318.11(a)(1), (a)(3) and (a)(6) as well as NCGS 143-318.18(6))

3. **Regular Business Meeting**
 - a. **Agenda Approval (including additions or deletions)**
 - b. **Reports**
 - i. Chair Report - Phil Thompson
 - ii. Vice-Chair Report – Larry Michael
 - iii. Secretary/Treasurer Report – Carl Kivett
 - iv. Financial Report - Donna Coffey

- v. Admin Assistant Report - Donna Coffey

c. Committee Reports

- i. Education Committee – Daniel Ortiz
- ii. Legislative Update - Larry Michael

d. Other Business

- i. Slate of Board Appointments for Expiring Terms
- ii. Intern Effective Date – Confirmation Received from Board Attorney

4. New Business

- i. Approval - 2018 Proposed Budget
- ii. Approval - 2018 Meeting Calendar
- iii. Approval - 2017 Financial Audit, CPA

5. Adjourn