

NC State Board of Environmental Health Specialist Examiners

Minutes of April 12, 2018 Board Meeting

The North Carolina State Board of Environmental Health Specialist Examiners met on Thursday, April 12, 2018 at 11:00 a.m. in Room 250 at the Whitted Human Services Center, 300 West Tryon Street, Hillsborough, NC 27278. A call-in number was available. Those in attendance, either in person or via telephone were Chair Phil Thompson, Melanie Campen, Greg Caulder, Lisa Halbedl, Carl Kivett, Larry Michael, Andrew Morgan, Daniel Ortiz, Jessica Silver, Seth Swift, Board Attorney John Barkley and Board Assistant Donna Coffey.

Called to Order – Chair Phil Thompson called the meeting to order at 11:07 a.m.

Board Action. Jessica Silver made a motion to approve the agenda as presented. Melanie Campen seconded the motion. All votes affirmative.

Conflict of Interest Statement

Chair Phil Thompson reminded Board members to recuse themselves when action on a staff member, family, or friend is under consideration by the Board. He 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 Bev Perdue

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

Chair Report – Phil Thompson

Chair Phil Thompson reminded board members that they must complete statutory mandated ethics training no later than April 17, 2018.

Vice-Chair Report – Larry Michael

Larry Michael reported that he anticipates that Governor Cooper will sign a proclamation designating the week of April 22 – 28, 2018 as Registered Environmental Health Specialist Week in North Carolina.

Secretary/Treasurer Report – Carl Kivett

Carl Kivett presented the Year-to-Date Revenue and Expense Report for review. He noted that revenues and expenditure activity are on target.

Board Action. This report was for information only; no action required.

Minutes – Donna Coffey

Donna presented the February 16, 2018 and March 9, 2018 regular meeting minutes for approval.

Board Action: Drew Morgan made a motion to approve the February 16, 2018 and March 9, 2018, regular meeting minutes as presented. Jessica Silver seconded the motion. All votes affirmative.

Financial Report – Donna Coffey

Donna reported the following account balances as of 4/10/2018:

SECU Checking	0.25 %	\$8,302.47
SECU Money Market	1.00 %	\$106,269.10
SECU Share	0.75 %	\$37.33
Credit Union Totals		\$114,608.90
STIF Account	1.51%	13,525.00
Total Bank Account Balances		\$128,133.90

Board Action. This report was for information only; no action required.

Administrative Assistant to the Board’s Report – Donna Coffey

Donna Coffey presented the 2017 Audit Report as compiled by Anderson Smith and Wike CPA firm. There were no audit findings.

Board Action. This report was for information only; no action required.

Education Committee Report – Daniel Ortiz

Daniel Ortiz presented the 4/12/18 Education Committee Report.

**NC STATE BOARD OF ENVIRONMENTAL HEALTH SPECIALIST EXAMINERS
Education Committee Report
April 12, 2018**

Meeting called to order at 10:40 a.m. by Committee Chair Daniel Ortiz.

Interns for Approval

Intern	#	Employer	Application Category
1. Grindstaff; Gregg Steve	2729	RPM District	Regular, 2-year with conditions; Previous Qualifying NC Experience; ⁽¹⁾
2. Springer; Shawn Michael	2730	Wake	Regular, 2-year
3. Cinque; Aaron Anthony	2731	Moore	Regular, 2-year
4. Cogdell; Stephen Michael	2732	Wake	Regular, 2-year
5. Daly; Nancy Norcross	2733	Wake	Regular, 2-year
6. Payne; Morgan Richardson	2734	Montgomery	Regular, 2-year

7. Benson; Jill Lynn	2735	Davidson	Regular, 2-year
8. Potter; Bryce Lynn	2736	Johnston	Regular, 2-year
9. Frazier; Michael Brandon	2737	Forsyth	Regular, 2-year
10. Harris; Michael Ryan	2738	Pender	Regular, 2-year
11. Bendel; Joel Jackson	2739	Franklin	Regular, 2-year
12. Van de Verdonk; Dustin	2740	Union	Regular, 2-year
13. Murry; Tracy Lee	2741	Lee	Regular, 2-year
14. Breedlove; Robert Thomas	2743	Warren	Regular, 2-year
15. Delgadillo, Iverly Del Carmen	2744	Forsyth	Regular, 2-year

¹ Previous Qualifying NC Experience; original registration 1982 and was not required to take NC REHS exam at that time; retired 2012 and registration lapsed in 2015. 4/12/18 approval will be Regular, 2-year intern and will be eligible for full REHS status upon (1) completing CIT and (2) passing exam.

Education Committee Recommendation: Approve NC REHS Intern status for interns as presented. Melanie Campen recused herself from voting on Michael Ryan Harris, REHS #2738, Pender County as she was recently employed in that County.

Interns Eligible for REHS Status

REHS #	Name		County/Agency	Effective Date
1. 2554	Hodge	Grayson	Forsyth	4/14/18
2. 2556	Rutkofske	Joanne	Wake (Larry, Drew, Daniel recuse)	4/14/18
3. 2561	Dunn	Jeffrey	Union	4/14/18
4. 2562	Caudle	Bobby	Caldwell	4/14/18

Education Committee Recommendation: Grant full NC REHS status based on interns completing all statutory requirements. Daniel Ortiz and Drew Morgan recused themselves from voting on Joanne Rutkofske as they previously worked with her.

2018 Continuing Education Requests

NC State Board of Environmental Health Specialist Examiners Continuing Education

	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 certificate with hours submitted

Course #	Name of Education/Training	Submitted By	Organization Sponsor	City	State	Start Date	End Date	Hrs App'd
2018 Non-CIT Continuing Ed								
18004	Eastern District NCPHA Conference: "Public Health: All Hands on Deck", Day 1	Register, Djiana	EDHCPHA	Atlantic Beach	NC	4/25/18	4/25/18	3.00
18005	Eastern District NCPHA Conference: "Public Health: All Hands on Deck", Day 2	Richardson, Robert	EDHCPHA	Atlantic Beach	NC	4/26/18	4/26/18	6.00
18006	Third Annual EH Symposium	Moses, Donna	Eastern Area Health Education Center	New Bern	NC	8/1/18	8/2/18	10.00
18007	Johnston County Annual Septic Installers Workshop	Ramsey, Todd	Johnston County EH	Smithfield	NC	9/7/18	9/7/18	6.00
18008	Soil Science Society of NC Annual Meeting	Vaughan, Jeff	Soil Science Society of NC	Raleigh	NC	1/16/18	1/17/18	11.00
18009	"Opening the Gates to Development"	Lassiter, Doug	NC Septic Tank Association	Hickory	NC	2/1/18	2/1/18	6.00
18010	ServSafe Manager Online Course - 7th Edition	Rutkofske, Joanne	National Restaurant Association	Online		Online	Online	8.00
18011	Brunswick County ULV Calibration Workshop	Stanley, David	Brunswick County Operations Services	Bolivia	NC	5/1/18	5/1/18	5.50
18012	National Academies Workshop: "Review of Advances Made to the IRIS Process"	Cseh, Larry	National Academy of Sciences (NAS)	Washington	DC	2/1/18	2/2/18	P
18013	Legal Basics for Human Services Directors & Administrators	Truluck, Julie	UNC, School of Government	Chapel Hill	NC	3/5/18	3/6/18	7.50
18014	Microblading Training	Hudson, Victoria	Curve Brows	Chapel Hill	NC	2/20/18	2/20/18	4.00
18015	Northeastern EH District Quarterly Meeting, 1st Quarter	Massengill, Jeffrey	Northeastern EH District	Greenville	NC	1/19/18	1/19/18	4.00
18016	NC .0206 Infection Control Course - Outpatient Healthcare Settings	Blake, Ashley	NC Statewide Program for Infection Control & Epidemiology	Smithfield	NC	1/24/18	1/4/18	4.50
18017	Opioid & Methamphetamine Awareness Training for Public Workers	Haines, Andrew	NC DHHS - PH, Occupational & Environmental Epidemiology	Morehead City	NC	1/23/18	1/23/18	2.00
18018	Duke 221 Onsite IDR Operations - Healthcare/Laboratory	Holt, Bonnie	DIRT & Person County Health Department	Roxboro	NC	various	various	4.00
18019	World Aquatic Health Conference	Wichmann, Susan	National Swimming Pool Foundation	Charleston	SC	10/10/18	10/12/18	11.00
18020	T&J Panel Demonstration	Johnson, Kerry Joe	Guilford County Coop Extension	Greensboro	NC	3/27/18	3/27/18	2.00
18021	Vector Management Public Health Workshop - ULV Machine Calibrations (Rocky Mount)	Andrews, Joe	AllPro Vector	Rocky Mount	NC	5/1/18	5/1/18	3.00
18022	Vector Management Public Health Workshop - ULV Machine Calibrations (Winterville)	Andrews, Joe	AllPro Vector	Winterville	NC	5/2/18	5/2/18	3.00
18023	Vector Management Public Health Workshop - ULV Machine Calibrations (Jacksonville)	Andrews, Joe	AllPro Vector	Jacksonville	NC	5/3/18	5/3/18	3.00
18024	Managing Mosquito Control with the Public & Media	Byrd, Brian	Florida Mosquito Control Association	Altamonte Springs	NC	1/22/18	1/24/18	3.00
18025	2018 NC Breathe	Odell, Wendelyn	Clean Air Carolina	Winston-Salem	NC	3/8/18	3/8/18	5.75
18026	Legionnaires' Disease: Epidemiology, Surveillance, and Water Management Programs to Reduce Risk	Bryant, Veronica	NC DHHS	Online		Online	Online	1.00
18027	Foodborne Outbreak Investigation & Response Team Roles & Responsibilities	Bryant, Veronica	Tennessee Center for Agriculture & Food Safety & Preparedness	Online		Online	Online	3.00
18028	10th Annual Septic Contractor Day	Knott, Suzanne	Granville-Vance District Health Department	Henderson	NC	3/28/18	3/28/18	6.00
18029	We Are the Champions! Moving Public Health Forward (5/3/18)	Mills, Claire	Eastern Area Health Education Center & Northeastern NC Partnership for PH	Greenville	NC	5/3/18	5/3/18	6.50
18030	We Are the Champions! Moving Public Health Forward (5/4/18)	Mills, Claire	Eastern Area Health Education Center & Northeastern NC Partnership for PH	Greenville	NC	5/4/18	5/4/18	6.25
18031	Agricultural Development Forum	Sykes, Kenneth	NC Agribusiness Council	Raleigh	NC	2/1/18	2/1/18	4.00
18032	NC Asthma Summit 2018	Wasserman, Rosalyn	Mountain Area Health Education Center (MAHEC) & AANC	Burlington	NC	5/8/18	5/8/18	6.00
18033	2018 North Carolina Public Health Leaders' Conference	Clayton, Janet	NCDHHS, NCDPH, NCALHD	Raleigh	NC	1/18/18	1/19/18	6.00
18034	Introduction to Cultural Competency & Title VI	Hawkins, Patricia	NC Institute for PH	Online		Online	Online	0.75
18035	Southeastern District Meeting	Osborne, Mark	Harnett County EH	Lillington	NC	3/29/18	3/29/18	4.00
18036	North Central EH District, 1st Quarter	Kim, Brandi	North Central EH District	Oxford	NC	2/22/18	2/22/18	4.00
18037	Eastern NC Environmental Health Supervisors' Association	Hodges, Greg	Eastern NC Environmental Health Supervisors	Greenville	NC	3/1/18	3/1/18	4.25
18038	8th Annual Food Safety & Defense Task Force Conference, Recovery Systems & Food Protection	McElroy-Bacon, Connie	NC Food Safety & Defense Task Force	Durham	NC	5/8/18	5/9/18	8.50
18039	Lodging Training	Ford, Michelle	Cleveland County HD	Shelby	NC	5/15/18	5/15/18	4.00
18040	Halifax County Onsite Workshop	Newbern, Carol	Halifax County HD	Roanoke Rapids	NC	4/26/18	4/26/18	6.00
18041	Surface Irrigation System Operator Training	Henderson, Justin	NCSU, Department of Crop & Soil Science	Raleigh	NC	3/12/18	3/15/18	15.00
18042	"On-Site Protection"	Lassiter, Doug	NC Septic Tank Association	Various		various	various	6.50
18043	"Onsite Technologies Update"	Lassiter, Doug	NC Septic Tank Association	Various		various	various	6.50
18044	Drip Systems & Describing Soils	Lynn, Joe	WPCC Higher Education Center	Morganton	NC	5/1/18	5/1/18	4.50
18045	Tennessee Water Well Association Annual Meeting & Trade Show	Morgan, Andrew	Tennessee Water Well Association	Gatlinburg	TN	3/16/17	3/17/17	6.00
18046	37th Annual Health Directors' Legal Conference	Wilkins, Gayle	UNC, School of Government	Chapel Hill	NC	4/4/18	4/5/18	3.00

Education Committee Recommendation: Approve Continuing Education recommendations as presented.

Board Action: Daniel Ortiz made a motion to approve the April 12, 2018 Education Committee Report as presented. All votes affirmative. Recusals: Melanie Campen from voting on Michael Ryan Harris, REHS #2738, Pender County and Larry Michael, Daniel Ortiz and Drew Morgan from voting on Joanne Rutkofske.

Legislative Committee Report – Larry Michael

Larry Michael reported that DHHS continues to review environmental health related Rules as part of regular 5-year Rule Review process. In addition, the legislative report to possibly move regulation of private wells from DHHS to DEQ continues to be reviewed. The General Assembly will convene its 2018 short session on May 16.

Phil Thompson reported that he continues to attend Joint Legislative Committee meetings related to Occupational Licensing Boards. The Committee plans to present new oversight regulations during the 2018 General Assembly short session.

Board Action. This report was for information only; no action required.

NC REHS Exam Update

Donna Coffey presented the following report:

Contract Update – The Board’s current contract with NEHA was signed in 2008 by Len Gilstrap; NEHA is currently updating all contracts. Things are moving slowly because they have been without a Credentialing Manager for about 6 months.

	Current Contract (signed in 2008 by Len Gilstrap)	NEHA Proposed Contract
Exam Cost		
<ul style="list-style-type: none"> Pen & Paper Exam 	\$165 per exam (\$115 for exam + \$50 NC REHS administration fee)	If Board wants to continue \$205 per exam (\$155 for exam plus \$50 NC REHS administration fee) PLUS Shipping Costs (not currently being paid)
<ul style="list-style-type: none"> Computer Based Exam 	\$195 per exam (\$115 for exam + \$80 online administration fee) PLUS \$50 NC REHS administration fee for interview/essay)	\$280 per exam (\$155 for exam plus \$125 online administration fee) PLUS \$50 NC REHS administration fee for interview/essay)

Preliminary Thoughts

Considering all the unknowns at this point, the best approach would be:

- Donna continue to work with NEHA to finalize the new contract (no later than August 1, 2018) and the process for interns to apply to take the NEHA exam online;
- Offer paper exams at least through July 2018 (or October 2018 if the board so chooses);
- Notify counties now, since they are in the middle of budget planning, that starting August 1, 2018:
 - NEHA is increasing the cost of exams to the amounts stated in the chart above;
 - Between now and August 1, 2018, the Board will also transition to online NEHA exams only
 - Interns will still be required to take the essay/interview portions of the exam in person at times and places determined by the Board.

Board Action. This report was for information only; no action required.

At 1:00 p.m., Board Attorney, John Barkley, joined the meeting. Board Chair Phil Thompson reported that there was a need to meet in closed session pursuant to NCGS 143-318.11(a)(1) and (6) as well as NCGS 143-318.18(6) to discuss NC REHS essay exam questions.

Motion: **Lisa Halbedl made a motion to move into Closed Session pursuant to NCGS 143-318.11(a)(1) and (6) as well as NCGS 143-318.18(6). Greg Caudle seconded the motion. All votes affirmative.**

At 1:03 p.m. the Board moved into closed session.

At 1:31 p.m. the Board moved back to open session.

Legal Update

Board Attorney John Barkley advised the Board regarding legal protocol for the July 19, 2018 disciplinary hearing for Bryan Harris, REHS #1524.

Motion: **Daniel Ortiz made a motion to adjourn the meeting. Jessica Silver seconded the motion. All votes affirmative.**

Meeting adjourned at 2:05 p.m.

Respectfully submitted,

Carl Kivett, REHS
Secretary-Treasurer
April 12, 2018