

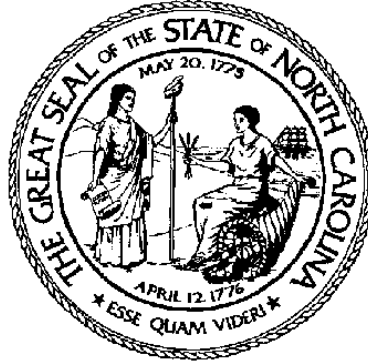
**NC STATE BOARD OF ENVIRONMENTAL HEALTH SPECIALIST EXAMINERS**  
**PO Box 238, Efland, NC 27243**

**Executive Committee**

**Daniel Ortiz, REHS, Chair**  
*Mecklenburg County Public Health  
Environmental Health Director  
Charlotte, NC*

**Carl Kivett, REHS, Vice-Chair**  
*Chatham County Environmental Health  
Well Program Specialist  
Pittsboro, NC*

**Lisa Halbedl, REHS, Secretary/Treasurer**  
*Surry County Health & Nutrition Center  
Food & Lodging Supervisor  
Elkin, NC*



**Members**

**Melanie Campen, REHS, New Bern, NC**  
**Gregory Caulder, REHS, Lumberton, NC**  
**William Hill, Greenville, NC**  
**Davin Madden, REHS, Goldsboro, NC**  
**Larry Michael, REHS, Raleigh, NC**  
**Andrew Morgan, REHS, Cary, NC**  
**Jessica Silver, REHS Asheville, NC**  
**Phil Thompson, REHS, Gibsonville, NC**  
**Felissa Vazquez, REHS, Black Mountain, NC**  
**Donna Coffey, Assistant to Board**

The North Carolina State Board of Environmental Health Specialist Examiners will hold a regular meeting and closed work session on Thursday, October 24, 2019 at 10:00 a.m. in the Environmental Health Conference Room, West Campus Office Building, 131 W Margaret Lane, Hillsborough, NC 27278.

**Agenda for October 24, 2019**

- 1) **Call to Order** – Daniel Ortiz, 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)) to discuss NCREHS exam materials
- 3) **Regular Business Meeting**
  - a) **Agenda Approval (including additions or deletions)**
  - b) **Reports**
    - i) Chair Report – Daniel Ortiz
    - ii) Vice-Chair Report – Carl Kivett
    - iii) Secretary/Treasurer Report – Lisa Halbdel
    - iv) Board Minutes – Donna Coffey
    - v) Financial Report - Donna Coffey
    - vi) Admin Assistant Report - Donna Coffey
- 4) **Committee Reports**
  - a) Education Committee – Melanie Campen
  - b) Legislative Update - Larry Michael

***(agenda continues on next page)***

**5) Other/New Business**

- a) Update: Board Member Terms, Vacancies and Recommendations
- b) Military Licensure Practices Questionnaire from NCGA Program Evaluation Division
- c) Document Imaging Project via Contract with CST Data
- d) Succession Plan for Website Services and Office Management
- e) 2020 Calendar Discussion
- f) 2019 Year-End Financial Audit

**6) Adjourn**