

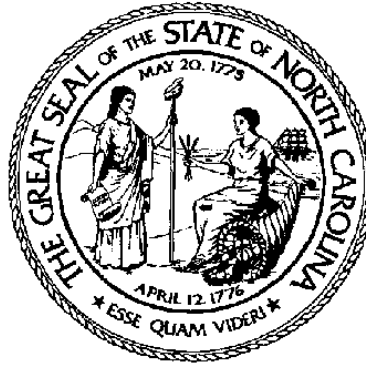
**NC STATE BOARD OF ENVIRONMENTAL HEALTH SPECIALIST EXAMINERS**  
**PO Box 238, Efland, NC 27243**

**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**  
**Rebecca Rosso, REHS, Gibsonville, 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 business meeting on Friday, October 29, 2021, at 10:00 a.m. The Board will meet in-person at the Mebane Arts and Community Center, 633 Corregidor St, Mebane, NC 27302. The meeting will also be available via Zoom by clicking [here](#). Contact Donna Coffey at [rehs.board@dhhs.nc.gov](mailto:rehs.board@dhhs.nc.gov) or (919) 304-1168 for additional information.

**Agenda for October 29, 2021**

- 1) Call to Order – Daniel Ortiz, Chair**
  - a) Conflict of Interest per NC General Statute 138A, "State Government Ethics Act"
  - b) Meeting Attendance Reminder in accordance with Governor Purdue's Executive Order 34
- 2) Agenda Approval (including additions or deletions)**
- 3) Closed Session pursuant to NCGS 143-318.11(a)(1) and (6) and NCGS 143-318.18(6)**
- 4) Executive Committee and Assistant to Board Reports**
  - a) Chair Report – Daniel Ortiz
  - b) Vice-Chair Report – Carl Kivett
  - c) Secretary/Treasurer Report – Lisa Halbedl ([Reference Document: Page 3, 10/29/2021 Cash & Investments Report](#))
    - [Recommended Board Action: Review and accept 10/29/2021 Cash & Investments Report.](#)
  - d) Financial Report – Donna Coffey ([Reference Document: Page 4, 10/31/2021 Revenue and Expense Report](#))
    - [Recommended Board Action: Review and accept 10/31/2021 Revenue and Expense Report](#)
  - e) Admin Assistant Report - Donna Coffey

**(Agenda continues to next page)**

*(Agenda continued from previous page)*

**5) Committee Reports**

- a) Education Committee – Melanie Campen *(No report)*
- b) Legislative Update – Larry Michael *(No reference document)*

**6) Other/New Business**

- a) NCREHS Education Requirements and Environmental Health Technician Legislative Proposal

**Reference Documents**

- *Page 6, 2021.10.19 Email REHS Board Requirements (Rep. Larry Strickland)*
- *Page 11, 2021.10.20 Email Proposed Two-Year Pathway for a REHT Position in NC*
- *Page 13, 2021.10.19 Proposed Two-Year Career Pathway for a Registered Environmental Health Technician (REHT) Position in North Carolina)*
- *Page 15, 2021 October Registered Environmental Health Technician (REHT) Job Description Proposal*
- *Page 19, 2007.01.11 NCREHS Board Environmental Health Technician Guidance Material*

- b) Discussion - COVID Conditions, Annual Continuing Education Requirements and Remaining 2021 Exam Schedule *(No reference document)*

- **Background:**

*At the 5/21/21 board meeting, the Board agreed to reassess the impact COVID is having on the ability of registrants to meet the annually required 15 hours of continuing education. At the 7/16/21 meeting, the Board discussed and confirmed, based on pandemic conditions at that time, it would not seek to reduce the required 15 hours of continuing education as required by NC Rule 21 NCAC 62 .0407 (f) for 2021. At the 9/17/21 meeting, due to the upsurge in COVID cases associated with the dangerous Delta variant, the Board agreed to work towards a possible decrease in continuing education hours in 2021. The Chair and Attorney will update the Board regarding Rule changes.*

- **Recommended Board Action:** *As the Board decides.*

- c) Upcoming Board Vacancies *(Reference Document: Page 22, Board Members in Order of Term End Date)*

- **Background:** *Two current board members, Melanie Campen and Phillip Thompson will complete the end of their second appointment on 12/15/2021. North Carolina § 90A-55(c) outlines agencies responsible for recommending appointees:*

*“The Environmental Health Section of the North Carolina Public Health Association, Inc., shall submit a recommended list of Board member candidates to the Governor for the Governor's consideration in appointments, except for the two representatives of the Department of Health and Human Services recommended by the Secretary of Health and Human Services and the local health director recommended by the North Carolina Local Health Directors Association.”*

*Josh Jordan, President of the NC Environmental Health Section, NC Public Health Association, and announced the upcoming Eastern District vacancy at the most recent committee meeting.*

- **Recommended Board Action:** *Information item; no Board action necessary.*

**7) Adjourn**

## Cash and Investments

10/24/2021

### State Employees Credit Union Checking, Share and Money Market Share Accounts

Checking	\$8,441.24
Money Market	\$102,622.00
Share	\$37.98
Totals	\$111,101.22
Short Term Investment Fund (STIF) with NC	
Treasurer's Office	\$14,425.98
<b>Total Cash and Investments</b>	<b>\$125,527.20</b>

# NC State Board of Environmental Health Specialist Year-to-Date Actuals Compared to Budget

January 1 through October 31, 2021

		Jan - Oct 21	Budget	\$ Over Budget	% of Budget	Comments
Ordinary Income/Expense						
1	Income					
2	Exam Receipts					
3	Essay/Interview Exam	3,900.00	3,000.00	900.00	130.0%	More interns taking exam than expected when budget was approved
4	NEHA Exam	22,530.00	14,000.00	8,530.00	160.93%	
5	Total Exam Receipts	26,430.00	17,000.00	9,430.00	155.47%	
6	Interest Earned	266.31	1,000.00	(733.69)	26.63%	Less interest being paid due to interest rate drops
7	Registration Applications					
8	Applicants w/ No Previous Exper	3,750.00	4,500.00	(750.00)	83.33%	Budgeted for 90 interns; 75 interns to date; expected to meet budget by year end
9	Applicants w/ Previous Exper	200.00	200.00	0.00	100.0%	Budgeted for 4; expected to exceed budget by year end
10	Out-of-State Applicant	150.00	150.00	0.00	100.0%	Budgeted for 3; expected to exceed budget by year end.
11	Total Registration Applications	4,100.00	4,850.00	(750.00)	84.54%	
12	Renewals and Related Fees					
13	Annual Renewals	51,910.00	54,000.00	(2,090.00)	96.13%	No additional funds expected
14	Renewals After 12/31	6,600.00	1,100.00	5,500.00	600.0%	No additional funds expected
15	Upcoming Year Renewals	150.00				2022 renewals paid; will roll forward to 2022 budget
16	Total Renewals and Related Fees	58,660.00	55,100.00	3,560.00	106.46%	
17	Total Income	89,456.31	77,950.00	11,506.31	114.76%	
18	Expense					
19	General Administration					
20	Auditor Fees	3,900.00	3,900.00	0.00	100.0%	No additional expenditures expected
21	Bank Charge	2,439.17	2,400.00	39.17	101.63%	Increased usage of online payment system; will need budget amendment prior to year end
22	Insurance	500.00	500.00	0.00	100.0%	No additional expenditures expected
23	NEHA Exam Costs	23,370.00	14,000.00	9,370.00	166.93%	
24	Office supplies	911.50	1,000.00	(88.50)	91.15%	No additional expenditures expected
25	Post Office Box Rental	84.00	80.00	4.00	105.0%	No additional expenditures expected
26	Postage	34.40	800.00	(765.60)	4.3%	

# NC State Board of Environmental Health Specialist Year-to-Date Actuals Compared to Budget

January 1 through October 31, 2021

		Jan - Oct 21	Budget	\$ Over Budget	% of Budget	Comments
27	Printing	0.00	500.00	(500.00)	0.0%	No expenditures expected
28	Rental Fees	1,325.00	1,200.00	125.00	110.42%	No additional expenditures expected
29	Software	1,306.59	600.00	706.59	217.77%	No additional expenditures expected
30	Telephone	645.27	870.00	(224.73)	74.17%	
31	Training/Education Expenses	0.00	50.00	(50.00)	0.0%	No expenditures expected
32	Travel Expense (Staff)	815.36	2,100.00	(1,284.64)	38.83%	Reflects 1/2 year expenses; will submit reimbursement request in December
33	Wages (and Withholding)					
34	Payroll Tax Expense	2,228.68	3,100.00	(871.32)	71.89%	
35	Wages	29,132.99	35,000.00	(5,867.01)	83.24%	
36	Total Wages (and Withholding)	31,361.67	38,100.00	(6,738.33)	82.31%	
37	Web Admin & Hosting	0.00	850.00	(850.00)	0.0%	To be paid in December
38	Total General Administration	66,692.96	66,950.00	(257.04)	99.62%	
39	Meeting Expenses					
40	Board Meeting Expense	4,337.81	7,500.00	(3,162.19)	57.84%	Additional expenses expected for October and December meetings
41	Board Member Plaques/Gifts	90.74	200.00	(109.26)	45.37%	
42	Investigations and Hearings	123.20	300.00	(176.80)	41.07%	Additional expenses expected for ongoing investigations
43	Per Diem Expense	350.00	500.00	(150.00)	70.0%	Additional expenses expected for October and December meetings
44	Total Meeting Expenses	4,901.75	8,500.00	(3,598.25)	57.67%	
45	Total Expense	71,594.71	75,450.00	(3,855.29)	94.89%	
46	Net Ordinary Income	17,861.60	2,500.00	15,361.60	714.46%	
47	Net Income	17,861.60	2,500.00	15,361.60	714.46%	

FW: [External] Fwd: FW: [LAD-2021-1419] FW: REHS Board requirements (Rep. Larry Strickland)

Michael, Larry <larry.michael@dhhs.nc.gov>

Tue 10/19/2021 1:33 PM

To: Barkley, John P <jbarkley@ncdoj.gov>; REHS Board <Rehs.board@dhhs.nc.gov>

**Larry D. Michael, MPH, REHS**

State Environmental Health Director/Section Chief  
Division of Public Health, Environmental Health Section  
North Carolina Department of Health and Human Services

Office: 919 707 5855

Fax: 919 845 3973

[larry.michael@dhhs.nc.gov](mailto:larry.michael@dhhs.nc.gov)

5605 Six Forks Road  
1632 Mail Service Center  
Raleigh, NC 27699-1632



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**From:** Todd Ramsey <todd.ramsey@johnstonnc.com>

**Sent:** Tuesday, October 19, 2021 1:08 PM

**To:** Michael, Larry <larry.michael@dhhs.nc.gov>; daniel or z (Daniel.or z@mecknc.gov) <daniel.or z@mecknc.gov>

**Cc:** Pearson, Marilyn <marilyn.pearson@johnstonnc.com>; Fowlkes, Jon K <jon.fowlkes@dhhs.nc.gov>

**Subject:** [External] Fwd: FW: [LAD-2021-1419] FW: REHS Board requirements (Rep. Larry Strickland)

**CAUTION:** External email. Do not click links or open attachments unless you verify. Send all suspicious email as an attachment to [Report Spam](#).

Larry & Daniel,  
I wanted to share some information with you all. Please see emails and responses below regarding rumored discussions to reduce RHES requirements. Please let me know if you have any questions.

Todd Ramsey,  
Director-Environmental Health  
Johnston County

Office: 919-989-5180

Fax: 919-989-5190

[todd.ramsey@johnstonnc.com](mailto:todd.ramsey@johnstonnc.com)

----- Forwarded message -----

From: **Kermit Stancil (Rep. Larry Strickland)** <[Kermit.Stancil@ncleg.gov](mailto:Kermit.Stancil@ncleg.gov)>

Date: Mon, Oct 18, 2021 at 10:39 AM

Subject: FW: [LAD-2021-1419] FW: REHS Board requirements (Rep. Larry Strickland)

To: [todd.ramsey@johnstonnc.com](mailto:todd.ramsey@johnstonnc.com) <[todd.ramsey@johnstonnc.com](mailto:todd.ramsey@johnstonnc.com)>

Cc: Rep. Larry Strickland <[Larry.Strickland@ncleg.gov](mailto:Larry.Strickland@ncleg.gov)>

Mr. Ramsey,

I hope this message finds you well. I spoke to Commissioner Patrick Harris at the end of last week and he asked that I look into your issue regarding education requirements for Registered Environmental Health Specialists. Our office checked in with our Legislative Analysis team and received the response below.

If you would like to review their email and follow up with a phone call then I'd be happy to go over of this with you. Please let me know what you would like to do.

Best,

**KJ Stancil | Research Assistant**

Rep. Larry C. Strickland | NC House District 28

(919) 733-5849 | [stricklandra@ncleg.net](mailto:stricklandra@ncleg.net)

Legislative Building

16 West Jones Street, Room 1426

Raleigh, NC 27601



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**From:** Aaron McGlothlin (Legislative Analysis) <[Aaron.McGlothlin@ncleg.gov](mailto:Aaron.McGlothlin@ncleg.gov)>

**Sent:** Friday, October 15, 2021 2:37 PM

**To:** Rep. Larry Strickland <[Larry.Strickland@ncleg.gov](mailto:Larry.Strickland@ncleg.gov)>; Kermit Stancil (Rep. Larry Strickland) <[Kermit.Stancil@ncleg.gov](mailto:Kermit.Stancil@ncleg.gov)>

**Cc:** Jennifer McGinnis (Legislative Analysis) <[Jennifer.McGinnis@ncleg.gov](mailto:Jennifer.McGinnis@ncleg.gov)>; Chris Saunders (Legislative Analysis) <[Chris.Saunders@ncleg.gov](mailto:Chris.Saunders@ncleg.gov)>; Kyle Evans (Legislative Analysis) <[Kyle.Evans@ncleg.gov](mailto:Kyle.Evans@ncleg.gov)>; Jeffrey Hudson (Legislative Analysis, Director) <[Jeffrey.Hudson@ncleg.gov](mailto:Jeffrey.Hudson@ncleg.gov)>; Susan Barham (Legislative Analysis) <[Susan.Barham@ncleg.gov](mailto:Susan.Barham@ncleg.gov)>; Melissa Zbikowski (Legislative Analysis) <[Melissa.Zbikowski@ncleg.gov](mailto:Melissa.Zbikowski@ncleg.gov)>; Keshawna Roberts (Legislative Analysis) <[Keshawna.Roberts@ncleg.gov](mailto:Keshawna.Roberts@ncleg.gov)>; Virginia Barlow (Legislative Analysis) <[Virginia.Barlow@ncleg.gov](mailto:Virginia.Barlow@ncleg.gov)>

**Subject:** [LAD-2021-1419] FW: REHS Board requirements (Rep. Larry Strickland)

Representative Strickland and KJ,

Upon researching this issue, I have not been able to find any legislation introduced in the past few sessions that would reduce or otherwise alter the educational requirement for being licensed as a registered environmental health specialist.

Currently, the education and experience qualifications for registered environmental health specialists can be fulfilled by either one of three pathways, set out in [G.S. 90A-53\(a\)\(3\)](#) as follows:

"(3) Meets any of the following combinations of education and practice experience standards:

- a. Graduated from a baccalaureate or postgraduate degree program that is accredited by the National Environmental Health Science and Protection Accreditation Council (EHAC) and has one or more years of experience in the field of environmental health practice; or
- b. Graduated from a baccalaureate or postgraduate degree program that is accredited by an accrediting organization recognized by the United States Department of Education, Council for Higher Education Accreditation (CHEA) and meets both of the following:
  1. Earned a minimum of 30 semester hours or its equivalent in the physical or biological sciences; and
  2. Has two or more years of experience in the field of environmental health practice.
- c. Graduated from a baccalaureate program rated as acceptable by the Board and meets both of the following:
  1. Earned a minimum of 30 semester hours or its equivalent in the physical or biological sciences; and
  2. Has two or more years of experience in the field of environmental health practice."

In [1989](#), the General Assembly passed a session law clarifying that a bachelor's degree with at least 15 semester hours completed in physical/biological science courses was the minimum educational requirement for a registered environmental health specialist (then referred to as a "sanitarian").

In [1993](#), the General Assembly raised the minimum requirement for courses completed in physical/biological sciences from 15 semester hours to 30 semester hours.

The last time G.S. 90A-53 was amended was in [2009](#), when the General Assembly revised the educational requirements to the current level of specificity.

I hope this information is helpful. Please don't hesitate to reach out if you have any questions or would like some additional information.

Best regards,  
Aaron

**R. Aaron McGlothlin**  
Staff Attorney  
NC General Assembly, Legislative Analysis Division



545 Legislative Office Building  
300 N. Salisbury Street  
Raleigh, NC 27603-5925  
919-733-2578  
[aaron.mcglathlin@ncleg.gov](mailto:aaron.mcglathlin@ncleg.gov)

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**Member:** Rep. Larry Strickland  
**Requestor:** Kermit Stancil (Rep. Larry Strickland)  
**Received:** October 14, 2021 10:02 a.m.

Good morning,

Representative Strickland has a County Commissioner that has reached out to our office in reference to Registered Environmental Health Specialist requirements (please see below). Can someone in L.A.D. please confirm if there has been any legislation proposed this session or already in place pertaining to this issue?

As always, thanks for everything that you do.

Best,

**KJ Stancil | Research Assistant**

Rep. Larry C. Strickland | NC House District 28  
(919) 733-5849 | [stricklandra@ncleg.net](mailto:stricklandra@ncleg.net)  
Legislative Building  
16 West Jones Street, Room 1426  
Raleigh, NC 27601



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**From:** Patrick Harris <[patrick.harris@johnstonnc.com](mailto:patrick.harris@johnstonnc.com)>  
**Sent:** Thursday, October 14, 2021 8:41 AM  
**To:** Kermit Stancil (Rep. Larry Strickland) <[Kermit.Stancil@ncleg.gov](mailto:Kermit.Stancil@ncleg.gov)>  
**Subject:** Fwd: REHS Board requirements

Thank you for assisting with this!  
I really appreciate it!

Patrick E. Harris  
Johnston County Commissioner

Begin forwarded message:

**From:** Todd Ramsey <[todd.ramsey@johnstonnc.com](mailto:todd.ramsey@johnstonnc.com)>  
**Date:** October 13, 2021 at 8:44:49 PM EDT

To: "harris, patrick" <[patrick.harris@johnstonnc.com](mailto:patrick.harris@johnstonnc.com)>

Subject: REHS Board requirements

Representative Strickland,

Thank you for allowing me to take this opportunity to inform you of some disturbing legislative discussions that may have origins from the Moore County area/district. Questions have been asked regarding statutory requirements (NCGS 90A-53) for REHS (Registered Environmental Health Specialist/aka Health Inspectors). As noted in the statute, there is an educational requirement requiring a four year degree in biological, physical, and/or chemical sciences.

As a practicing REHS for 16 years, and current President of the NC Env. Health Supervisors Association, I feel we must protect all existing requirements for REHS. A strong academic foundation in core sciences is the cornerstone of these requirements. The state and local rules that REHS enforce daily, are science based at their very core. I am not aware of any proposed legislation, so forgive me if this seems premature, but I want to begin a discussion prior to any attempts to birth any proposed regulatory changes that may lower any qualifications for REHS.

Well over 1,000 practicing REHS statewide, work in a variety of Env. Health programs. The labor of work in these programs have contributed immeasurably to the public's safety and health, and enhanced quality of life for all in our communities.

Todd Ramsey,  
Director-Environmental Health

## FW: [External] FW: Proposed two-year career pathway for a Registered Environmental Health Technician (REHT) position in North Carolina

Michael, Larry <larry.michael@dhhs.nc.gov>

Wed 10/20/2021 11:38 AM

To: REHS Board <Rehs.board@dhhs.nc.gov>

Cc: Ortiz, Daniel <Daniel.Ortiz@mecklenburgcountync.gov>; Davin Madden <dmadden@lincolncounty.org>; Barkley, John P <jbarkley@ncdoj.gov>

Donna,

Please see below and add to our upcoming agenda.

Thank you,

Larry

### **Larry D. Michael, MPH, REHS**

State Environmental Health Director/Section Chief

Division of Public Health, Environmental Health Section

North Carolina Department of Health and Human Services

Office: 919 707 5855

Fax: 919 845 3973

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5605 Six Forks Road  
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Raleigh, NC 27699-1632



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**From:** Robert Wi mann <[rwi\\_mann@moirecountync.gov](mailto:rwi_mann@moirecountync.gov)>

**Sent:** Tuesday, October 19, 2021 3:51 PM

**To:** [cris.harrelson@brunswickcountync.gov](mailto:cris.harrelson@brunswickcountync.gov)

**Cc:** Stacie Saunders <[Stacie.Saunders@buncombecounty.org](mailto:Stacie.Saunders@buncombecounty.org)>; Dale McInnis <[WDMcInnis@richmondcc.edu](mailto:WDMcInnis@richmondcc.edu)>;

Kevin Parsons <[KSParsons@richmondcc.edu](mailto:KSParsons@richmondcc.edu)>; [Tom.McInnis@ncleg.gov](mailto:Tom.McInnis@ncleg.gov); [Mark.Brody@ncleg.gov](mailto:Mark.Brody@ncleg.gov);

[Jamie.Boles@ncleg.gov](mailto:Jamie.Boles@ncleg.gov); Minton, Tim <[TMinton@nchba.org](mailto:TMinton@nchba.org)>; [SWebb@nchba.org](mailto:SWebb@nchba.org); Paula Nash

<[pnashmchba@gmail.com](mailto:pnashmchba@gmail.com)>; Colin Webster <[colin@ascotgrp.com](mailto:colin@ascotgrp.com)>; Cheryl W. Speight

<[Cheryl.Speight@richmondnc.com](mailto:Cheryl.Speight@richmondnc.com)>; Wayne Vest <[wvest@moirecountync.gov](mailto:wvest@moirecountync.gov)>; Laura Williams

<[clerktoboard@moirecountync.gov](mailto:clerktoboard@moirecountync.gov)>; Leo Santowasso <[lsantowasso@nc.rr.com](mailto:lsantowasso@nc.rr.com)>; Bill Dunlop

<[bdunlop@moirecountync.gov](mailto:bdunlop@moirecountync.gov)>; Sloan Griffin <[sgriffin1@moirecountync.gov](mailto:sgriffin1@moirecountync.gov)>

**Subject:** Proposed two-year career pathway for a Registered Environmental Health Technician (REHT) posi. on in North Carolina

Cris,

I respectfully request that you submit the attached proposed two-year career pathway for a Registered Environmental Health Technician (REHT), to your next Environmental Committee for endorsement. Further, to present your committee's recommendation to endorse this proposal to the full Health Directors Association, at their next available meeting.

The above proposal was discussed at a September 21, 2021, meeting with Richmond Community College leadership, a representative of the Home Builders Association, a local home builder, the Richmond County Health Director, and I.

I presented both of the above documents to the Moore County Board of Health at their October meeting for their endorsement. The Moore County Board of Health has fully endorsed this proposal.

I will present the proposal to the Moore County Board of Commissioners at their next available meeting for their endorsement and request that their representative to the North Carolina County Commissioners Association present this proposal for their association's endorsement.

I request that we reach out to interested individuals and organizations to help establish this position, through the State Legislature, the Office of State Human Resources, the REHS Board of Examiners, and the North Carolina Community College System.

I respectfully suggest that your committee review and amend the attached documents as needed. Further, to establish an agreed upon process to gather the required support and furnish needed information to interested State Legislators. It would be ideal if they would draft a bill to submit to the State Legislature at their upcoming short session to establish this position and any language required to accomplish the proposed goals as stated in the final version of the "career pathway" document.

Respectfully and cordially,  
Robert

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Sign up to receive emergency texts directly from Buncombe County for breaking health and safety news. Text **BCALERT** on your smart phone to **99411** to receive alerts on important information such as floods, communicable disease, county office closings, and relevant traffic safety notifications OR visit [buncombeready.org](https://www.buncombeready.org)

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## **Propose a two year career pathway for a Registered Environmental Health Technician (REHT) in the North Carolina Community College System.**

With approximately 50% of North Carolinians using septic systems to collect, treat, and disperse their wastewater, septic systems are a part of the permanent wastewater treatment infrastructure throughout communities in our state. Properly installed and maintained septic systems are environmentally friendly and safe for public health. It is important for all North Carolinians served by septic systems to be assured that their system is properly sited on the land in suitable soil, appropriately designed for the proposed use, and properly installed.

Currently, only a Registered Environmental Health Specialist (REHS), or Soil Scientist, certified in On-site Sewage, and employed by a local health department in North Carolina, or an independent Professional Engineer licensed in North Carolina are authorized to issue On-Site Sewage Permits in North Carolina. Under Temporary COVID Emergency Authorization, independent Soil Scientists, Registered in North Carolina, are authorized to issue On-Site Sewage Permits.

For decades, local health departments have continually been unable to hire, in sufficient numbers, Registered Environmental Health Specialists (REHS) or Soil Scientists, certified in On-site Sewage to meet the demands for service from the public. These conditions adversely impact the building trade, local economies and tax base, the environment, and public health. Shortages in qualified personnel are projected to continue far into the future unless needed and appropriate changes are adopted.

In order to become a REHS one must complete a specialized four-year curriculum at an accredited college or university, be employed by a local North Carolina health department, complete the State required Intern training classes in the On-Site Sewage Module (two weeks) and General Module (two weeks). Then they must complete training at the local health department in on-site sewage systems, including soil evaluation, and be signed off by their local supervisor, and the Regional Environmental Health Specialist. They are required to complete a one year internship if they have an Environmental Health degree from an accredited college or university and a two year internship if they do not have the Environmental Health degree. In order to obtain their REHS Certification they are required to pass the REHS examination within the first three years of their employment in a local Health Department in North Carolina.

There are only two universities, East Carolina and Western Carolina, that offer Environmental Health degrees in our State. There are other colleges and universities that one may obtain the minimum necessary core science courses to be employed as an Environmental Health Specialist trainee in a local health department.

To create a process that would shorten the time required to provide the education and experience necessary to issue On-site Sewage and Private Water Supply permits for a local health department, it is respectfully requested that North Carolina State Legislature adopt legislation to create a Registered Environmental Health Technician (REHT) position and permit interested North Carolina Community Colleges to provide a two-year curriculum, that would specialize in On-Site Sewage and water supply. Further, that the Community Colleges work with the four-year universities to develop appropriate courses so that the credits would be accepted by the four-year universities that offer the four-year degree in Environmental Health. This would provide the two-year graduate a pathway to obtain a four-year degree in Environmental Health if they so desire.

Further, that the Community Colleges would require an internship in a North Carolina local health department before graduation. This would qualify the student, upon graduation, to be employed by a local health department as a Registered Environmental Health Technician Intern. The REHT Intern would be authorized to issue On-site Sewage and Water Supply permits by their own authority after completing the State-required Intern two-week On-Site Sewage Module, demonstrate proficiency at the local health department in On-Site Sewage systems (including soil evaluation and On-site Water Supply), and be signed off by their local supervisor, as well as the Regional Environmental Health Specialist.

In addition, the REHT Intern would be required to serve a six-month internship, or one-year if their educational degree did not include an internship in a local North Carolina health department. The REHT Intern would be required to pass the Registered Environmental Health Technician examination within their first three years of employment. The current North Carolina State Board of Environmental Health Specialist Examiners would assume the duties of certifying Registered Environmental Health Technicians. The Registered Environmental Health Technician would be required to complete 12 Continuing Educational Units annually. This would create both a two-year and four-year career path for Environmental Health students.

The North Carolina Office of State Human Resources Rules would require that only REHS would be qualified as an Environmental Health Program Specialist or an Environmental Health Supervisor. Further, the North Carolina Office of State Human Resources would amend the Registered Environmental Health Specialist Series to grade 73 to be on par with the Public Health Nurse series. After the requested amendments the Registered Environmental Health Technician's pay grade would be two grades below the Registered Environmental Health Specialist.

To bring this proposal to completion will require the cooperation and leadership by representatives from the North Carolina State Legislature, North Carolina County Commissioners Association, Association of North Carolina Boards of Health, North Carolina Local Health Directors Association, North Carolina Public Health Association's Environmental Health Section, interested Community Colleges, the accredited four-year institutions in North Carolina currently offering a four-year degree in Environmental Health, NC Home Builders Association, Office of State Human Resources and the REHS Board of Examiners.

There is a critical need to develop and put in place a two-year career pathway, in the North Carolina Community College System, for a Registered Environmental Health Technician, that could transition into a Registered Environmental Health Specialist in a four-year college or university, if desired.

The newly created Registered Environmental Health Technician should increase the pool of qualified personnel for local public health departments, and possibly in the future the private sector, to draw from.

A similar Registered Environmental Health Technician pathway should be developed for Permitted Food Establishments.

STATE OF NORTH CAROLINA  
OFFICE OF STATE PERSONNEL  
POSITION DESCRIPTION FORM (PD-102R)

APPROVED CLASSIFICATION:

EFFECTIVE DATE:

ANALYST:

(This Space for Personnel Department Use Only)

<b>1. Present Classification Title of Position:</b>  Registered Environmental Health Technician	<b>7. Present 15 Digit Position Number:</b>  505-56----	<b>Proposed 15 Digit Position Number:</b>
<b>2. Usual Working Title of Position:</b> Registered Environmental Technician	<b>8. Department, University, Commission, or Agency</b> Local County Health Dept.	
<b>3. Requested Classification of Position:</b>	<b>A. Institution &amp; Division:</b>  Environmental Health	
<b>4. Name of Immediate Supervisor:</b> Name of Supervisor	<b>10. Section and Unit:</b> Environmental Health	
<b>5. Supervisor's Position, Title &amp; Position Number:</b> Environmental Health Supervisor must be a Registered Environmental Health Specialist (REHS) And position Number	<b>11. Street Address, City and County:</b> Street Address, City, and County of Local Health Department	
<b>6. Name of Employee:</b>  Full Name of REHT	<b>12. Location of Workplace, Building and Room Number:</b> Street Address, City, State, Building and Room Number	

**I. A. Primary Purpose of Organizational Unit:**

The primary purpose of this unit is to promote Environmental Health in Moore County by providing services to the community to prevent communicable disease through on-site wastewater systems and private wells for homeowners and business. This requires collaboration with various local, state, and federal agencies to promote environmental health issues.

**B. Primary Purpose of Position:**

The primary purpose of this position is to promote public health through education, surveillance, consultation, inspection, and enforcement of state and local environmental health laws and regulations governing the collection, treatment and disposal of sewage through an on-site sewage system and private wells.

**C. Work Schedule**

8:00 a.m. to 5 p.m. with one hour for lunch Monday through Friday, as well as any other hours which might be necessary to meet the needs of the program.

- D. Change in Responsibilities or Organizational Relationship:  
None

II. A. DESCRIPTION OF RESPONSIBILITIES AND DUTIES: Method Used:

Order of importance Sequential order x

1. 80% On-site sewage disposal

Evaluation of lots for ground absorption sewage and disposal systems under local health department jurisdictions according to state laws and regulations. Enforcing management entity programs related to sewage disposal systems. After evaluating lots for sewage system either an Improvement Permit is issued or a denial letter is issued. Conducts installation inspections for new and repair systems as well as re-evaluations of existing systems for additions to properties, changes in use of properties and relocation of manufactured homes are also conducted.

2. 20% Private water supplies

Private well inspections under state and/or local well ordinances to include siting of wells, issuance of permits, and inspection of all well components. Collects water samples required by state ordinance of new wells, by request from homeowners, and by ordinance for food, lodging, institutions, migrant housing, childcare, or other facilities serving the public that obtain water from a private well.

II. B. OTHER POSITION CHARACTERISTICS:

1. Accuracy Required In Work

A high level of accuracy is imperative due to public health, environmental, and local consequences involved. The person in this position must have a comprehensive understanding of all rules, laws, regulations and accepted practices pertaining to each program. Employee must be able to access all details and technical references pertinent to the task. They must be able to study complex materials and issues and make recommendations or decisions which may have a profound impact on the citizens.

2. Consequence of Error:

Errors made in this position may result in liability concerns for the individual, public, county and state. Poor performance of job duties may result in contamination, infections, and communicable diseases.

3. Instructions Provided to Employee

Work is reviewed by the supervisor, must be a Registered Environmental Health Specialist (REHS), and instructions are provided as needed or required. Employee confers with supervisor on complex issues. Guidance is provided by supervisor, state laws, and Regional Environmental Health Specialist. Periodic training sessions are provided regionally and within the department.

4. Guides, Regulation, Policies and References Used by Employees

The following rules are based on the legal authority granted to the local Health Authority; G.S. 130A-333 through 130A-343 to inspect and regulate Onsite Waste Water

15A NCAC 2C .0100-.0119 *Well Construction Standards*

15A NCAC 2C .0300 *Permitting and Inspection of Private Drinking Water Wells*



15A NCAC 2T .0305 *Waste Not Discharged to Surface Waters*  
15A NCAC 18A .1700 *Rules Governing the Protection of Water Supplies*  
15A NCAC 18A .3800 *Rules Governing Private Drinking Water Well Sampling*  
15A NCAC 18C .0100-.2100 *Rules Governing the Protection of Public Water Supplies*  
15A NCAC 19A .1900 *Laws and Rules for Sewage Treatment, And Disposal Systems*  
15A NCAC 27 .0100 - .0900 *Well Contractor Certification Rules*

**5. Supervision Received by Employee:**

Daily work is reviewed when the supervisor deems it necessary or at the request of the Registered Environmental Technician. Work is reviewed in the field when the supervisor accompanies the Registered Environmental Technician on appointments.

**6. Variety and Purpose of Personal Contacts:**

This position requires interaction with a wide variety of people, engineers, contractors, state, city and county government agencies, realtors, citizens, governmental boards, city boards, planning boards, and the general public. This position may provide educational seminars periodically.

**7. Physical Effort:**

Various forms of physical activity are required routinely in this position. They include augering test holes, lifting heavy objects such as well tops and tank lids, utilizing probe rods, and navigating difficult terrain.

**8. Work Environment and Conditions:**

This position requires indoor/outdoor activities with exposure to inclement weather, difficult terrain, hostile individuals, heavy machinery, noxious odors, vermin, hazardous materials, disease causing organisms, dogs and filth.

**9. Machines, Tools, Instruments, Equipment, and Materials Used:**

Automobile, soil auger, tape measure, clinometers, engineering level, shovel, soil probe, Munsell Soil Color Book, rebound hammer, sample containers, telephone, radio, thermometers, blueprints, building plans, compass, flashlights, cameras, and computers.

**10. Visual Attention, Mental Concentration, and Manipulative Skills:**

This position requires acute visual attention and mental concentration as well as physical coordination. It requires the employee to observe actual conditions and to make evaluations and recommendations based on these observations. Failure to pay close visual attention will result in inaccurate reporting and failure to accomplish the main purpose of the job.

**11. Safety for Others:**

The employee must follow routine work and safety standards as prescribed by Occupational Safety & Health Administration (OSHA) and other regulatory standards in order for his/her work not to cause hazards for them and/or others. All aspects of the work involve protection of others from environmental hazards, infectious hazards and physical hazards.

**12. Dynamics of Work:**

Work is extremely complex and highly variable in nature. Every situation encountered requires the ability to evaluate the situation and recommend an appropriate course of action. Changes in the work of this position may occur due to rules, laws, policies and circumstances.

### III. A. KNOWLEDGES, SKILLS, & ABILITIES:

Knowledge of environmental health laws, rules, and procedures as well as understanding of the concepts of public health law are required. Considerable knowledge of microbiology, biology, chemistry, soil science, and basic engineering technology as applied to environmental health practices are required. General knowledge of the interrelationships between socioeconomic factors and environmental health concerns are necessary.

B.

#### 1. Required Minimum Training:

A minimum of a two-year degree from an accredited college, which must include at least 15 semester hours of biology or physical science, is required for the position. Employee must be a Registered Environmental Health Technician and possess a valid NC driver's license.

#### 2. Additional Training/Experience:

Twelve hours of continuing education are required each year to maintain Registered Environmental Health Technician (REHT) certification.

#### 3. Equivalent Training and Experience:

There is no training or experience that might be substituted.

### IV. LICENSE OR CERTIFICATION REQUIRED BY STATUTE OR REGULATION:

The position requires an REHT to be authorized by the State in areas of assigned work.

### V. SIGNATURES:

Signatures indicate agreement with all information provided, including designation of essential functions.

**Supervisor's Certification:** I certify that ( a ) I am the immediate Supervisor of this position, that ( b ) I have provided a complete and accurate description of responsibilities and duties and ( c ) I have verified (and reconciled as needed) its accuracy and completeness with the employee.

Signature:\_\_\_\_\_ Title:\_\_\_\_\_ Date:\_\_\_\_\_

**Employee's Certification:** I certify that I have reviewed this position description, completed by the above named immediate supervisor, is complete and accurate.

Signature:\_\_\_\_\_ Title:\_\_\_\_\_ Date:\_\_\_\_\_

**Section or Division Manager's Certification:** I certify that this position description, completed by the above named immediate supervisor, is complete and accurate.

Signature:\_\_\_\_\_ Title:\_\_\_\_\_ Date:\_\_\_\_\_

**HR Director's Certification:** I certify that this is an authorized, official position description of the subject position.

Signature:\_\_\_\_\_ Title:\_\_\_\_\_ Date:\_\_\_\_\_

**NC Board of Sanitarian Examiners  
Guidance Material for Environmental Health Technicians**

Information provided in this document is meant to be used as guidance when employing non-registered individuals (technicians) in an Environmental Health Program. The intent of the Board is to provide a dividing line between responsibilities of Registered Sanitarians and those of technicians. To make the following determinations the Laws and Rules were the main factor in determining what duties could be allowed. The RS Board formed the Environmental Health Practice Committee which assisted in developing the following material. The Members of the Committee included: Len Gilstrap, Dicke Sloop, John Barkley, Holly Coleman, Ray Silverthorne, Mimi Cooper, David Stone, William Hill, Lawrence Caviness, Terry Chappell, and Kris Joyce. The final approval of duties included in this document is the decision of the RS Board.

A technician classified under this document may perform a supportive role under the supervision of a RS (supervisor) in public health programs regulated by DEH-DENR.

A technician, not registered as an RS, will not be represented by the Attorney General's office and is at risk for violations of RS rules and could be prosecuted if it is determined that he/she is doing anything that requires registration as a Registered Sanitarian.

The person authorized to enforce state laws and rules by the Division of Environmental Health who supervises the technician is ultimately responsible for the actions of the technician. The supervising Registered Sanitarian can not be put in to a position that makes them liable for the actions of a technician given duties that require registration as a Registered Sanitarian.

Technicians may not make determinations that result in enforcement or permit action. No permit action (such as closing a pool) – may be taken even with local rules. Such action would require bringing in a RS for confirmation and/or permit action.

Local Rules have different needs and requirements. Program regulated by DENR-DEH require more discretion. Decisions that ultimately affect the permitting of a facility or site may not be made by a technician.

Technicians may not make judgmental decisions but could make objective calls such as measurements and yes/no answers. Judgement calls related to issuance of permits requires the expertise of a Registered Sanitarian.

The supervising Registered Sanitarian must make the decision that the technician is adequately trained and responsible enough to assume the duties allowed for the technician.

Technicians deal with the smallest risk items. Anything they might do that could endanger public health or cause a liability should be excluded as job duties.

**Duties, unless clearly non-RS duties, need approval from the RS Board.  
Anything that requires authorization requires an RS.**



### **Examples of acceptable duties for a technician**

This is not a complete list but will be added to as new duties are identified. The Board recommends getting Board approval of any duties not specified below prior to allowing a technician to assume the responsibility.

#### **All Programs:**

- Educational outreach using prepared material, disseminate material, answer general questions.
- Surveillance for unpermitted establishments, illegal operations related to public health programs.
- Health promotion surveys.

#### **Onsite**

- Surveys
- Verify lot preparation for evaluations by RS
- Cover checks
- Septic tank and pump tank water test measurements
- Assist RS on inspection compliance visits
- Schedule inspections
- Maintain and update lists of owners and operators and contracts
- Data Capture and Compilation
- Track repair permits and NOV's
- Dye systems
- GPS tracking
- Limited complaint investigation (verification)

#### **Food and Lodging**

- Teach serve safe
- Conduct outbreak interviews with a developed questionnaire
- Collect identified samples
- Collect water samples
- Data capture and compilation
- Limited complaint investigation (verification)

#### **Lead**

- Teaching
- Interviews with developed questionnaires
- Data capture and compilation
- Assist with surveys and investigations
- Sampling (RS deals with clearance)
- XRF certification

Daycare

- Collect water samples

Wells

- Collect samples (no analysis)
- Data capture and compilation
- GPS tracking

Swimming Pools

- Sampling (no action)
- Confirmation visits for compliance corrections.

Tattoo

- None at this time

Complaints

- Preliminary survey
- Investigation of solid waste, drainage and non authorized programs.

Indoor Air Quality

- Most anything including education, sampling, radon checks, CO programs, investigations.

Inland Recreational Waters

- Sampling
- Post advisories and notices

Vector

- Any Activity

Animal Control

- Any activity

Solid Waste

- Any activity

Migrant Housing

- Collect water samples

Meth. Labs

- Any activity

## NC State Board of Registered Environmental Health Specialist Examiners

Board Members in Order of Term End Date  
4/9/2021

<b>Legend</b>	Term expires 12/15/21
	Term expires 12/15/22
	Term expires 12/15/23

	Name	Board Seat	Date Appointed	Term Ends	Term	Eligible for Reappointment
1	Campen, Melanie	EH Specialist, Eastern	5/29/2014	12/15/2021	in 2nd Term	✗
2	Hill, William	Educator from Public College/University	2/8/2018	12/15/2021	in 1st Term	✓
3	Michael, Larry	Secretary of DHHS Representative	6/9/2014	12/15/2021	N/A	✓
4	Thompson, Phil	Division of PH of DHHS	6/9/2014	12/15/2021	in 2nd Term	✗
5	Halbedl, Lisa	EH Specialist, Western	2/8/2018	12/15/2022	in 2nd Term	✗
6	Kivett, Carl	EH Specialist, Piedmont	6/9/2014	12/15/2022	in 2nd Term	✗
7	Madden, Davin	Local Health Director	12/16/2018	12/15/2022	in 1st Term	✓
8	Morgan, Andrew	EH Specialist, Piedmont	5/10/2016	12/15/2022	in 2nd Term	✗
9	Ortiz, Daniel	EH Specialist, Eastern	2/3/2015	12/15/2022	in 2nd Term	✗
10	Vazquez, Felissa	EH Specialist, Western	12/18/2018	12/15/2022	in 1st Term	✓
11	Caulder, Gregory	Public Spirited Citizen	2/8/2018	12/15/2023	in 2nd Term	✗
12	Rosso, Rebecca	EH Specialist, At-Large	1/3/2020	12/15/2023	in 1st Term	✓