

NCEHSA
Business Meeting Minutes
October 18, 2013

- The meeting was called to order by Lisa Ford, President.
- The invocation was given by Curtis Hopper.
- A Quorum was established by Darren Cecil, Secretary, at the President's request.
- Lisa Ford appointed Doc Thompson as Sergeant of Arms.
- A motion was made by Troy Dees and seconded by Tobin Shepherd to approve the minutes from the spring 2013 business meeting. The motion passed unanimously.
- Darren presented the Treasurers Report. Currently the checking account has a balance of \$1,921.58, the shares account has a balance of \$56.43 and the money market account has a balance of \$12,596.33. The association still owes approximately \$300 to the Hampton Inn for space rental and a deposit for meeting registration totaling \$1225 are to be completed.
- Lisa Ford presented the Executive Committee report stating that the committee met via conference call on July 29th, with 7 members in attendance. The fall meeting agenda was discussed. Work continues on developing uniform letterhead for the state and regional associations. The bylaws and the need for the bylaws committee to meet were discussed. Copies of the minutes from this meeting are available.
- Larry Sullivan presented the Legislative Committee report, reminding that the short session will begin soon.
- There was no Resolutions Committee report.
- Troy Dees presented the By-Laws Committee report stating that the committee met on October 15th via phone conference to discuss the issues brought forth during the spring 2013 business meeting. The following recommendations are being made to the association for consideration:
 - ☐ Current bylaws are Article VI Section C. The executive committee shall elect the president-elect, the vice-president, and the secretary-treasurer each calendar year at the first meeting of the calendar year. The president-elect must either be a current member of the executive committee or must have served as a member of the executive committee within the past five years. The Committee voted to retract within the past five years.

Troy Dees, on behalf of the Bylaws Committee made a motion to make the changes, Doc Thompson seconded the motion and, with no discussion, the motion passed unanimously.

- **Article IX Section I. The Program Committee shall be appointed by the President. The Program Committee shall plan any state meetings held during their appointment. The Committee voted to amend the bylaws to state that the vice president shall serve as the Program Chair.**

Troy Dees, on behalf of the Bylaws Committee made a motion to make the changes, Doc Thompson seconded the motion and, with no discussion, the motion passed unanimously.

- **The criteria to be able to for nominate someone for Supervisor of the Year currently includes the Health Director, EH Director, EH Program Specialist, EH Specialist, EH Program Coordinators, EH Programs Supervisor. This is not part of the bylaws but is described in the Supervisor of the Year nomination application packet. The Committee voted to leave criteria to nominate someone for Supervisor of the Year as written.**

Troy Dees, on behalf of the Bylaws Committee made a motion to leave the criteria as is, Doc Thompson seconded the motion and, with no discussion, the motion passed unanimously.

- **Lisa Ford reported for the Program Committee referring to the statements made earlier in the Executive Committee report.**
- **There was no report form the Awards Committee**
- **Tobin Shepherd presented the Computer Committee Report. He requested that the secretary/treasurer from each district send him a membership list so that the listserv access can be updated. Tobin also stated that he will soon be sending out information for seeking fee study data. He hopes to have the study completed sometime in January 2014.**
- **There was nothing to report from the Continuing Education Committee.**
- **There were no On-Site Wastewater or Well Committee reports.**
- **During the Food and Lodging Committee report, Bill Hardister noted the upcoming Southeastern FDA conference and handed out information on the 2014 Conference for Food Protection Conference scheduled for May 3 – 7 in Orlando.**
- **There was no report from the Specialties Committee.**
- **Due to the presentation on the REHS Board during the educational meeting, Seth Swift had no additions during the business meeting.**
- **Andrew Blethen presented the Western District report. The last district meeting was on September 24th in Asheville. Topics of discussion were well permitting and Nancy Deal updated on the Onsite Water Protection Branch. Other topics included Food Code and Grades.**

- Lisa Ford presented the Central District report. The last meeting was held at Harvest Grill at Shelton Vineyards on September 6th with 19 members in attendance. Nancy Deal gave an Onsite Water Protection Branch update and Carolyn Griffin shared Larry Michael's goals for the Food Protection Brand and there was a round table discussion on emailed topics. The next meeting will be on December 6th at Golden Corral restaurant in Asheboro.
- The Eastern District report was presented by Keith Jernigan. The last meeting was on August 30th in Greenville with 20 members attending. The district currently has 27 members and 12 lifetime members.
- Lisa Ford announced that Troy Dees has stepped up as President elect for the Association. Anne Clark was unable to fulfill this role due to conflicts.
- After discussion of a request by the NCPHA Environmental Health Section, Darren Cecil made a motion that the North Carolina Environmental Health Supervisors Association explores cooperation for the formation of a spring environmental health conference. Jon Harrison seconded the motion and the motion was approved unanimously.
- There was discussion about the formation of a CDP users group to facilitate change. Keith Jernigan and Holly Haire are to assist in leading the formation of this group and forward information to Mike Peth of CDP.
- The next NCEHSA meeting is scheduled for April 9 – 11, 2014 at the Hampton Inn & Suites in Aberdeen. Darren is to meet with the hotel following the business meeting to establish a date in October 2014. An email will be sent out to announce meeting dates.
- With no other business, the meeting was adjourned.

Minutes submitted by:



Darren N. Cecil
Secretary/Treasurer