

Wyoming Environmental Health Association
Board Meeting

An executive board meeting of the Wyoming Environmental Health Association was held Monday, December 7, 2009 in the Conference room in the Cheyenne-Laramie County Health Department in Cheyenne, Wyoming. Members present were Terri Leichtweis, Neal Bloomenrader, Tiffany Gaertner, and Doug Evans.

I. Call to Order

- a. The meeting was called to order at 4:05 pm by Vice President Neal Bloomenrader.

II. Secretary's Report

- a. Doug Evans made a motion to accept the Secretary's Report that was provided.
- b. Terri Leichtweis seconded the motion.
- c. Motion passed.

III. Treasurer's Report

- a. Terri Leichtweis submitted a report stating that the Association had \$28,293.81 in all accounts. Terri explained that the AEC made money mostly because of the silent auction. We have fifty members with eight new members and two sustaining members. Tiffany Gaertner made a motion to accept the report.
- b. Terri Leichtweis seconded the motion.
- c. Motion passed.

IV. Committee Reports

- a. AEC—No Report
- b. Awards—No Report
- c. Education
 - i. Food Safety—No Report
 - ii. Swimming Pools/Spa—No Report
 - iii. Child Care—Terri said that Stephanie had said the daycare training was updated and was on the DFS website. Doug said Gillette still wanted the in-person training and had fought the online training.
 - iv. Small Wastewater/Water—No Report
- d. By-Laws/Resolutions—No Report
- e. Public Relations—No Report
- f. Legislative—No Report
- g. Newsletter Editor—Neal asked how many newsletters we were trying to get out? Terri and Doug answered four. We only sent out one last year. Doug said Ben was working on the next one. Terri said we emailed the last one and saved money. Neal said he did not have a problem with emailing the newsletters, but it was hard to create a newsletter out of a vacuum; articles need to be submitted. Doug agreed that it was easier when articles were submitted from Colorado and Casper. Neal said he would try to generate some interest in article submittals.
- h. Library—No Report

- i. Archives/Scrapbook—Neal said Lea was putting together a good album.
- j. Membership— Terri stated it was about the same with very few sustaining members. Neal said in the past they thought about approaching DEQ and presenters at the AEC about memberships. Doug said we used to have a new membership packet stating what WEHA does with the cup and pin, and we needed to get those sent out again. Neal said it was his vision in belonging to WEHA that you would get a little bit for your money with the newsletter, T-shirt, cup, pin, or something to make it more worthwhile because we are losing membership. Doug said we needed to come up with something in writing stating why individuals should be members of WEHA. Tiffany said like a mission statement. Terri said we needed to come up with a letter to send out to grocery stores and places like that. Doug said he thought Sheri had sent out a letter and might still have one. Terri said we should send out a letter to several places. Neal thought Wal-Mart Distribution would be a good member. Doug asked if we should head up a committee on it. Neal said he would check his computer and see if he had anything we could use. Doug said we should put together a letter with our mission statement to send out. Terri recommended having members invite individuals who might be interested from their own towns or areas.

IV. Old Business

- a. 2010 AEC—Neal said Joe arranged a trip to Mammoth Hot Springs December 15, 2009 to look over the facility with Montana Environmental Health Assoc. Dawn, Chelle, and Sheri were going on the trip. Neal said we need to have a back-up if we do not have a contract early, and everyone agreed February 15, 2010 was a good deadline to have a signed contract.

V. New Business

- a. Rosetta Stone—Terri said from what she read it was \$250 a person each year which she thought was pricey. Tiffany said it seemed too expensive. Doug agreed and said if it was a one time purchase that could be shared it would be a better deal. Terri said we could have Joe clarify the questions we had on the program at the next meeting. Neal said that we could have anyone interested contact Joe but thought \$250 per person each year seemed pricey. Doug said there might be other material that is available that would be more easily shared and more economical. Terri said we could discuss it with Joe and the next meeting. Neal mentioned that it is not a concern in rural areas like it is in places like Denver.
- b. Education materials for Library—Terri said Joe wanted to get study materials. Tiffany said WFSC had an outdated library but was willing to get new books if we request them. Neal said the Consumer Health Services already had the study guide for the CPFS and REHS, and Tiffany said our office also had the study guides. Neal said CDC had an Environmental Health course book that was great to study for the REHS. Terri said it would be nice to have study materials available, but the materials are really expensive. If people do not use them and when they go out of date, they will be a waste of money. Doug said their office and the CLCHD both have the CPFS guide. Neal said Ben checked on the new books, and they were \$395. Someone would have to maintain a location for the books, keep track of who checked them out, and ship. Neal said he did not want to take any action, but it

seemed pretty pricey, and Tiffany agreed. Terri said it would be very expensive to ship the books and editions had changed every few years, so we would have to get all new books every few years. Doug said he studied for two years, so how would books be shared if someone else wanted them. Terri said Joe was thinking we should get three copies of each book, but she did not think we could financially do that. Neal tabled subject until next meeting.

- c. Scholarship Limit—Terri said we needed to change Policy and Procedures regarding the limit on scholarships and the wording. Neal said we had to change the Policy and Procedures to comply with the tax code. Doug said the maximum is \$1000 for scholarships and \$250 is the limit per person. Terri said the extra \$10 for dues was voted on by the membership to send the President to NEHA. Doug said that a proposal would have to be written up and brought before the board, and we would have to vote on it. Doug said we can decide what should go in the proposal. We discussed having president or president's designee in the proposal. We also discussed funding options. Terri said NEHA has a scholarship, and the WFSC has a educational stipend. Doug and Neal said we could designate specific funds like \$500, the extra due money \$10 per member, silent auction, and scholarship fundraising activities as money that will be used for our NEHA delegate. Terri and Tiffany agreed to write up the proposal and send it to Joe.

II. Other Business

- a. AEC—Terri said we made \$2253 at the 2009 AEC.

V. Next Meeting

- a. We decided on February 2, 2010.

VI. Adjourn

- a. Doug made a motion to adjourn the meeting.
- b. Terri seconded the motion.
- c. Motion passed, and meeting adjourned 4:45pm.