

Wyoming Environmental Health Association  
Executive Board Meeting  
**3:00 PM December 5<sup>th</sup>, 2011**  
Laramie County Public Health Building  
Cheyenne, Wyoming

I. Call to Order—Neal Bloomenrader called the meeting to order at 3:03 PM

II. Secretary's Report—Neal Bloomenrader motioned to accept the report, Tiffany Gaertner seconded the motion. Motion passed

III. Treasurer's Report--Tiffany Gaertner said that we currently have \$30,698.77 in both accounts. She also said that we had not been reimbursed from the hotel in Laramie yet for the taxes that we were charged even though we are tax exempt. She said that in the future we need to let the hotel know in advance and supply the appropriate paperwork to prove that we are tax exempt. Neal Bloomenrader made a motion to accept the treasurer's report. Tiffany Gaertner seconded and the motion was passed.

IV. Committee Reports

a. Awards—No Report

b. Education

1. Food Safety—No Report

2. Swimming Pools/Spas—No Report

3. Child Care—No Report

4. Small water/wastewater—No Report

c. By-Laws/Resolutions—No Report

d. Public Relations—No report

e. Legislative--No report

f. News letter—Need articles for the next letter

g. Archives/Scrapbook—No report

h. Membership—No report

V. Old Business

a. Newsletter continuing—It was suggested to do once a year in the Summer. It is hard to come up with articles each quarter. Joe asked if the policy states that it is quarterly than we will have to continue. To change the policy to once a year, all member's will have to vote. Neal suggested doing a vote by e-mail for all the members. Send it out before the next AEC.

b. Public Relations Committee—Need someone to take on the job which is vacant. Derik for the WDA public relations said that he would help. Neal asked for an e-mail to be sent out asking for a volunteer. Need to get contacts and the WEHA name out to the public.

VI. New Business

2012 AEC Site

a. Volunteers for committee—Last meeting, Shane Thompson, Ben Metcalf, Doug Evans, and Kevin Krouch had already volunteered.

b. Speakers—Need to Decide on a Joint AEC with WYHPA, if we want Mario to present a two day class on Risk Base Inspection. Need a location. Need a date. We will check with Mario and when he would be available to determine a Date and also when WDA can do it without the Meat Plants operating. If we went with Mario than we would not need other speakers since he needs two days. We had two representatives from the Jackson area who submitted bids to the board. We also reviewed bids from Thermopolis, Gillette, Riverton, Laramie, and Cheyenne.

c. Facility Management—Will decided at next AEC meeting

d. WYPHA joint AEC? No decision was made during the inspection.

VII. Other Business--None

VIII. Next Meeting—16 March 2012 via Skype

IX. Adjourn—Tiffany Gaertner gave a motion to adjourn, Terri Leichtweis seconded the motion. The motion passed.