

Wyoming Environmental Health Association
Board Meeting
March 26, 2013
SKYPE

AGENDA

- I. Call to Order:** Terri Leichtweis called the meeting to order at 3:04 pm
- II. Secretary's Report** – Tiffany Gaertner gave a motion to dispense with the reading of the minutes. Neal Bloomenrader Seconded.
- III. Treasurer's Report** – Q1 down \$1700 due to → \$1700 Down Payment for AEC facility which has been paid. 50 current numbers. Losing one member but gaining another. Membership remaining the same. 26 members have paid dues, 24 outstanding. Tiffany Gaertner gave a motion to accept the report. Neal Bloomenrader seconded the motion.

IV. Committee Reports

Awards – Linda Stratton (chair), Dean Finkenbinder, Paul Ng	No report
Education	
Food Safety – WEHA Board	No report
Swimming Pools/Spas – Chelle Schwope	No report
Child Care – Stephanie Styvar	No report
Small Water/Wastewater – Roy Kroeger	No report
Nominations/Elections-Gary Hickman (chair)	No report
Annual Education Conference- Board, Linda, Chelle, Kevin, Jurri	Detail Below
By-Laws/Resolutions – Gary Hickman (chair)	Detail Below
Public Relations –	Vacant
Legislative – Dean Finkenbinder (chair)	No report
Newsletter Editor – Tiffany Gaertner (chair)	Next issue out in August. Jeff is writing on B.
<i>pertussis.</i>	
Archives/Scrapbook –	Vacant
Membership – Neal Bloomenrader, Terri Leichtweis, Tiffany Gaertner -	No report

V. Old Business

Change to P&P regarding seminar spending limits- Change in P&P regarding seminars comment request sent out to board members. Comments resulted in a time frame for submitting receipts to the treasurer. Terri will send to Gary to make sure that the changes are worded correctly and then will send to all members.

AEC 2013, location, exhibitors, silent auction, speakers

Discussion on speakers will be on 4/4/13 at 3 pm (Skype). Federal sequestration may limit speaker ability to attend WHA AEC. Jeff reported: Tour at Snake River Brewery during the AEC is set up for 10/09/13 at 2 pm. Visitor information packets from the Chamber of Commerce will be assembled closer to the event with season specific activities and information. Terri sent over a event matrix for the AEC to Linda Stratton for speaker organization. Neal mentioned that Mario Seminara is willing to provide a full day course on plumbing/back flow prevention and is looking for a presenter on UV disinfection.

AEC 2014-CEHA

Due to Ag travel restrictions the joint AEC with CEHA will not be planned at this time.

2012 AEC- Certificates

Dean is working with Mario to provide completion certificates to the members who attended the Risk Based Inspection course presented at the 2012 AEC.

VI. New Business

Signature for checks, need to remove from P&P

Discussion on removing the requirement for 2 signatures on checks since the debit card is the primary payment type and checks are not often used. Tiffany made a motion to amend the P&P to state that only one signature is required on checks. Todd Denny seconded the motion. Tiffany and Terri will make the changes and send it out after changing in the P&P

Retention time of documents

Discussion on the retention time of WEHA documents resulted in Terri and Tiffany following up for next meeting with guidance from the Wyoming State Archives or other sources.

D&O Insurance-do we want to look into

During the current AEC planning D&O insurance was requested from the venue. In order to protect WEHA. Terri discussed the policy that CEHA has which totaled \$1244/ year for a \$1000000 liability policy. The insurance will be to protect the association and the officers resulting from an incident at a WEHA event. Terri will follow-up on cost and coverage. Possible member vote during AEC.

Change title of Pres-Elect to Vice President? P&P and By-laws

Discussion on a change in title name for President Elect to Vice President. President elect implies that the president elect becomes the president automatically without election. By moving from one position on the board to another and only election a secretary it may save time. However, the choice in board representatives will be scheduled with less opportunity for change from members. The options may be put to a vote by members after Terri and Tiffany identify all of the issues and options around elections and vacancies. No action taken.

VII. Next Meeting

June 4th 3:00 pm (Skype/Google + or Conference Call)

VIII. Adjourn

Adjourn at 3:35 pm