



Kansas Environmental Health Association

State Affiliate of the National Environmental Health Association (NEHA) and the International Association of Food Protection (IAFP)

KANSAS ENVIRONMENTAL HEALTH ASSOCIATION JANUARY 13, 2004 BOARD MEETING

Those in attendance were: Karen Purvis- President, Angela Kohls- Past President, Mike Kopf- 1st Vice President, Tom Morey- 2nd Vice President, Ron Tubb- At large Chair, Greg Willis- Treasurer, Adam Inman- Food Chair, and Cyndra Kastens - Secretary.

Karen opened the meeting. Ron moved to accept the minutes from the September 25, 2003 Post Conference meeting, as corrected. Angela 2nded. Motion passed.

Treasurer's Report: Greg presented the January 13th Treasurer's Report. Total paid to KPHA for the Fall Conference was \$ 9,857.76. Greg presented a break down of the Fall Conference expenses/income and other collections. Current account balance is \$ 12,732.13. Greg also presented a 2004 Membership list. Cyndra will submit a mailing to those who have not paid their membership dues to date. There was some discussion as to whether we had an accurate Membership Mailing Database. Karen will get Tom a copy of what she has and he will combine the information into an access file. Tom will forward a copy of that file to Cyndra. Greg presented the documents required for the official name change on the bank account, Karen signed appropriately.

BOARD REPORTS:

President: Karen notified the Board that she would be attending the NEHA Conference in Anchorage, May 2004 and gave a status of her progress to secure a speaker for bioterrorism training. Karen presented the following suggestions to be added to the list for upcoming conference sessions-

1. The affects of chemo/prescription medications on wastewater systems.
2. GIS and Inspection drawings
3. Water softeners and their affects on wastewater systems.

Past President: Angela reported that she represented KEHA at the Secretary's Food Conference. She also relayed that they too are trying to get bioterrorism training initiated.

1st Vice President: Mike updated on the progress of the Spring Conference agenda. With no breakout sessions there would be room for 8 speakers. Tabled the speaker discussion for new business. The dates for the 2004 Fall Conference will be October 6th, 7th and 8th at the Best Western

in McPherson. Mike reported that we would be able to have the pork chop dinner. The Board discussed some meeting room layouts.

2nd Vice President: Tom reported that he would be sending an email request for information to include in the next newsletter. Newsletters will be sent out electronically for all those KEHA members that we have email addresses for. Mailed copies will be sent to those we do not. A post card will be sent to those individuals to request their email address for future submissions, if they have access.

Environmental Section: No report.

Food Section: Adam reported that the HACCP Training would be held in Salina, March 2004.

OLD BUSINESS:

Fall K.C. Conference: Mike reviewed the evaluations, in summary, some requested additional break times, maps to rooms and a few said it was too expensive. Greg added that the pre-registration and the ballots seemed to work well.

NEW BUSINESS:

Website: Karen reviewed the email votes to pay Jeff to provide website services. All responses seemed favorable; one response replied with a yes vote provided that it was in the budget. Currently we have \$200.00 budgeted for these services. Jeff's fees would be \$50.00 / month. The Board discussed the value of having someone available to keep up on the website updates and corrections as needed. After discussion, Angela motioned to sign the necessary contract to secure Jeff's services for one year. Tom 2nded. Motion passed. Angela will contact Jeff to prepare the contract and will sign on behalf of the board. Karen presented a list of updates which currently need to be corrected on the website. Get any other updates to Tom or Karen.

NEHA: The Board discussed the amount currently budgeted for NEHA. Greg will issue a check for Karen's registration. Karen will prepare a basket on behalf of KEHA for a door prize. Karen has applications if anyone is interested in nominating an award recipient for either NEHA or IAFP. These will be given at the National Conference for both organizations.

Spring Conference: Mike reviewed the Rock Springs registration material. Will register 30 as an estimated attendance number. Selected the following breakout snacks:

AM Break – Fruit, cinnamon rolls, juice and coffee.

PM Break – Cookies, pop and tea.

Evening Campfire – smores. (Will also need wood)

Meals will be decided by Rock Springs, we will register for the Board to have lunch on Friday.

Reviewed the Conference Speaker Idea List. The Board assisted in selecting nine potential sessions. Mike will make preliminary contacts, secure the speakers and get the agenda to Tom. We would like agenda to be completed by the next board meeting and the newsletter to be out by March 15th.

Logos: Greg presented some logo examples. Tabled this pending further example selections, possibly a contest and a web vote to make the final selection. Bring logo ideas to the next meeting. For now, Tom will get the letters in the KAS logo currently on the website changed to KEHA.

Other: KEHA name change updates – The name change has been corrected with NEHA and partially corrected with IAFP. Mike recommended giving pins with the newly selected KEHA logo on them to all attendees at the fall conference. Sample pin types were presented for review. We still need to make the corrections to the bylaws.

Karen asked if someone would be able to attend the Forensic Epidemiology meeting in Topeka on behalf of KEHA. Tom will check his availability and will attend if possible.

The next meeting is scheduled for February 10th - 10:30, at the KDHE District Office in Salina.

Meeting adjourned.