



CEHA Board Meeting

February 21, 2007

PHACO Office: 800 Grant Street, Suite 335, Denver

Attendance: Danica Harmon
Debbie Polelli
Carla Ostberg
Richard Stenson
Carmen Vandembark
Therese Pilonetti
Nicole Grisham
Dan Collins
Michael Wallingford

Meeting commence by Danica at 9:13 am

- I. Treasurer's report
 - a. Dues received in February may also be associated with the Eagle Childcare Training
 - b. Childcare training to credit to this year
 - c. Still need to receive monies from CPHA for last year's AEC
 - d. Vote on malpractice insurance
 - i. Nicole motions to approve second option
 - ii. Dan second
 - iii. Insurance to be paid by next meeting
 - e. REHS/CFSP Guides
 - i. Dan to purchase by next meeting
 - ii. Maintain copies and sign up sheet at PHACO office
 - f. Doug Jatcko's accountant being sought out for account review
 - g. Credit with Signal graphics
 - h. Scholarship account has a credit that needs to be rewarded
- II. President's report
 - a. Newsletter submissions is self sufficient
 - b. Danica's letter on environmentalism (last newsletter) has inspired members – Richard Stenson
- III. Membership committee
 - a. Debbie to get with Paul to provide numbers for minutes
 - b. External trainings can contact us regarding advertising and emailing/blast emailing
 - i. Membership lists will not be provided externally
 - ii. Danica to see if email bank can be updated by next meeting
 - c. Carla reviewed membership list from Paul Klug and noted some minor errors
 - i. Debbie to send list to all board members
 - d. Second renewal notice by email was sent
 - e. Do all members have email account?
 - i. Check with Paul about possible exclusions
 - ii. Modify membership form to include if email communication is desired
- IV. Sustaining Membership
 - a. Update from Danica – 22 at the end of 2006
 - b. Instead of calling sustaining members renewals are sent
- V. Nomination Committee
 - a. Mangold Award – needs to be submitted by March 15th



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- i. Need president letter
 - ii. Need quality not bulk
 - iii. Need 10 letters of reference on a national level
 - iv. Carmen to write article for next newsletter
 - v. Danica to email Carmen electronic letterhead
 - b. Carmen needs to set up a Signal Graphics account in her area
 - i. Need 7 copies
 - ii. Bill to CEHA address
 - c. Nominations for awards at AEC..industry, Milton miller, environmental achievement
 - i. Need to do this request earlier
 - ii. Needs to be included in the next newsletter
 - Historical information
 - Pictures
 - Blast email
 - Contact people directly
 - All board members bring 2-3 names to next meeting
 - Mike to bring up at EH Managers meeting
 - Possible incentive to give the nominator a free one year membership
 - d. Nominations for board positions; secretary, treasurer, and industry
 - i. Receive by July
 - ii. Send out ballots end of July for two week turnaround
 - iii. Discuss/count at August board meeting
- VI. Scholarships & Grants/Funding. Tom Douville, CSU Endowment, RIHEL, Supplemental Student Scholarship
 - a. When making contacts include information for promoting scholarships
 - b. Bylaws on website as reference
- VII. Publications
 - a. Lots of unsolicited submissions
 - b. Cover-Regional programs; Carol Dawson
 - c. Worked directly with NEHA; Kim Klapper
 - d. Deadline for submissions is mid April – date to be sent out by Danica
 - e. www.cehaweb.com/newsletters.asp
- VIII. Education
 - a. Biggest and most diverse committee in the past 10 years
 - b. New people bring ideas to the committee
 - c. New topics; Body Art; Built Environment; Sustainability for plenary (Jim Martin)
 - d. Our 60th anniversary in September this year
 - i. Spruce up banquet
 - ii. Giveaways – portfolio
- IX. Alliance – Lee Thielen, Executive Director of CALPHO and Alliance
 - a. File cabinets, meetings, conference phone
 - b. No closet storage
 - c. Alliance manager – Sharon Stevenson
 - d. Manage books, online payments, website help, Conference help
 - e. Constantly looking for ways to work together
 - f. March 29th CALPHO Meeting; 5th Floor, Colorado Counties Inc.
 - i. Public health and the built environment at 10 am; Dick Jackson
 - ii. Jim Martin; CDPHE
 - iii. Mark Frasier; Public health ready
 - iv. Michael Boisen; Colorado health institute; Public health force in Colorado
 - v. Mike Moreland; CDPHE
 - vi. Everyone is welcome; fliers handed out; an electronic copy to follow



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- vii. Ends around 2 pm
 - g. CCI Summer meeting in Keystone, June
 - h. Other meetings to follow
 - i. Public health symbol
 - j. Grant has two pieces
 - i. Need a sustainability piece within first two years
 - ii. Dollar to dollar match within third year
 - iii. Work under CALPHO non profit and can reference the CALPHO website
 - k. Open up public health law?
 - l. Constitutional Convention in Colorado in 2008?
 - m. Update 1984 of basic organized local health departments
 - n. Publicize trainings to a broader audience
 - o. Assist with printing
 - p. 3 prong training agenda
 - i. Orientation training?
 - ii. Educate county commissioners
 - iii. Healthy housing – National Center for healthy housing heads this
 - Housing survey in Colorado
 - Housing code matching
 - 3 sessions; by third training we have people locally trained to maintain sustainable
 - iv. Master calendar on CALPHO website
- X. Website Committee
 - a. New home page section for AEC
 - b. Home page is busy and NEHA focused
 - c. Awards and scholarship dates updated...Carmen to verify
 - d. Need pictures of AEC and new board
 - e. Interactive part of website with Alliance (ex. Bulletin board, blog) Carla to ask Tom if our website can support this additional service?
- XI. Amendment 41 Issues
 - a. Info from NEHA says that CEHA & NEHA are exempt for getting \$, which isn't the issue. The issue is when we give registration to AEC planning team members. The AG's office is looking into this for the state.
 - b. The planning committee may have document that the registration is provided for services rendered.
 - c. The committee is now numbering upwards of 20 members, which may become an issue if we give them all conference registration from the lost registration.
 - d. Ask the Alliance (Lee) what their interpretation of the new amendment is?
 - e. Does this impact sending the pres & v-pres to NEHA? May need to put in the handbook that these are duties of the position.
 - f. Unknown how this effects donations for the silent auctions?
- XII. AEC
 - a. Registration Fee will be about the same
 - b. Breckenridge will be a little more inexpensive than Vail
 - c. Banquet closes at midnight as has been our norm; the AEC is looking for our entertainment ideas.
 - d. Next planning meeting is 3/13
 - e. It would be a good idea to revisit the issue of providing registration to planning team members. We may not be able to pay for all volunteers that seem to be attending.
- XIII. Membership Cards
 - a. Motion was made to provide electronic cards to the membership. We discussed what to do if members did not have access to email? The options were to do nothing, provide a card or provide an electronically printed card. It was approved to provide this service.
 - b. We are going to ask the Alliance as well if this could be a service they could provide. Paul and Debbie to meet and discuss how to provide this service.
- XIV. One day training,
 - a. FSE Civil Penalty administrative process, see Cindy Brusco
 - b. Child care training went great this past month. Carla has evaluation forms that were completed. The consensus was that this would be great in the summertime.



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- c. WCAEHO recommended one day trainings on: backflow, epi in food, chemical inventory in schools and disposal plans, body art, oil & gas. The western slope has had a great increase in oil & gas drilling activity. There is a need to look at this development on a larger scale because it is not something we do not deal with on a regular basis. The focus would be to learn about the application process, the drilling process, augmentation process, noise & odor problems and the reclamation or cleanup process. Perhaps teaming up with CDPHE to sponsor the training. Richard and Carla to be the sponsors and will contact Mike Silberstein and Mike Gunderson to put this on.
 - d. OSWS training, don't have a lead for one day training activities.
 - e. EPI training, one on each slope. In the summer months.
 - f. FDA (Mario) unknown subject at this time. ALERT?
 - g. 40 hour , weeks May 14 & 21
 - h. 8 hour OSHA update, during the summer as well. Dan to ask if EPA can do it?
- XV. CSU Science fair on April 5th, where we judge the exhibits and give an award to the winner. Senior & Juniors. Divisions. This would be an all day activity for those of you interested, call Danica.
- a. Mark M. helping to created a mentoring program via email.
 - b. Mark M creating a CSU alum activity, Saturday April 14th at 9:00 CSU.
 - c. CEHA board members nametags. Tom B. action item to come up with a design.
- XVI. Board members are reminded to send job descriptions to Danica for the hand book. There is no requirement for this, just start putting on paper what the duties of your position are.
- XVII. Next meeting May 30, tentatively in the TCHD NG office.