

KYEHA Board Meeting Minutes

For

May 12, 2016

Marriott Griffin Gate, Lexington

This meeting was called to order by Erica Brakefield at 10:12 AM

Rollcall verified via sign in sheet.

Proxies: Leslie Cobb for Annhall Norris Region 5, Chris Dedic for Gene Thomas Region 5, and Justin Pittman for Don Jacobs – President -Elect

President: Erica Brakefield reported:

1. Appointments- Sue Jewell, Secretary (replace Natasha Collins) - Brittany Wells, Region 6 Director (replace Sue Jewell), Vonia Grabeel, Region 4 Director – Carl Rust, Industry Director.
 - a. Trent Penn no longer works for LHD, unable to contact, looking for a replacement in Region 2.
 - b. P. Melle was interested in being an Industry Director –Carl Rust has contact information
2. KYEHA Annual Educational Conference post conference survey results – attached
3. IEHS 2016 was last month in Alabama and went very well. Vonia Grabeel, Don Jacobs, and Justin Pittman were our speakers and all did a great job representing the state. Alabama had a “tailgate” dinner for their night out which was very popular, may be an idea for our future conferences. Total attendance was 112, with break down as follows: KY-6, AL-95, TN-3, GA-1, MD-2, WV-3, NC-2, and SC-0.
4. NEHA is next month in San Antonio, Texas. Vonia and I will be attending.
5. KYEHA is completely official now, so make sure everything sent out reflects the name change.
6. We received a “thank you” from the California Environmental Health Association, and they made a post to their face book page thanking us for our donation from the conference (March 10).

President Elect: Don Jacobs – Proxie Justin Pittman reported:

1. There will be no program committee meeting after the Board meeting – Don would like a speaker suggestion list.

Vice-President: Jessica Davenport reported:

1. Training dates for the Sanitation Branch – CORE 1- September 12-14, CORE 2 – September 19-20, Soils 1- July 11-14, Phase 1- August 1-5, Phase 2- September 26-30.

Treasurer: Laura Strevels reported:

1. The treasurer’s report was disseminated for the Board to review while Mrs. Strevels discussed the various accounts and the attorney’s fees were not budgeted but approved by the Board (Nov. 2015).
2. We made money on last conference but may have to consider raising registration fees for this next conference.

3. Concern on continued sponsorship for the student reception.

Secretary: Sue Jewell reported:

1. Roll taken via sign-in sheet, verified all present had signed in.
2. Corrections to minutes of February 2016 Board meeting were noted.
3. Proxies verified.
4. Inquiry on contact for Trent Penn – Ms. Brakefield stated he no longer works for LHD.

Membership – Chair- Leanna Cavin reported:

1. Distributed information on Active (142), Life (111), and Student (31) members which included break down by Region and out of state members (attached).
2. Membership form revised to reflect KYEHA name and is available on the website.
3. Regional Directors should have received a contact list of members in their region if you have not received it please notify.

Motion to accept Officers reports:

Motion- A motion was made to accept the Officers reports by Greg Dott.

2nd – Jay Fillman No discussion Vocal vote: Motion passed

Directors Reports-

Region 1 –

Jay Fillman reported:

1. Henderson Trifest had approximately 50,000 attendees
2. Hopkins County had an employee appreciation day for all their employees.
3. The BBQ fest will have approximately 8-10 cooking teams with about 80,000 attendees.
4. Despite the tornadic weather recently experienced there have been no deaths.

Joel Barrett reported:

1. Graves County had an EF2 tornado close to the middle and high schools. A Subway, some homes, and campers were damaged. Ten people were injured. Noel at Graves County health department stated all staff okay.
2. Pennyriple, Calloway, and Purchase District will be doing epi training.
3. Purchase District had an outbreak of E. Coli, 14 cases.
4. The Southern Seven Illinois health departments (LHDs) are ready to close down as there is no local funding. Currently services are limited to two days a week.

Region 2-

Trent Penn not present

Vacant

Region 3-

Charles Ward reported:

1. Two new people have been hired at Oldham County health department, Jessica Duross is our newest environmentalist.
2. The health department dedicated a wing of the building to honor Dori Livy who is fighting cancer.
3. The health tax in Oldham County was raised ½ of 1 % (0.005) through the fiscal court.
4. Oldham county health department has a rabies clinic scheduled.

Scott Nethery not present

Greg Dott reported:

1. The second floor of the health department is now complete.
2. Food Handlers and Food Manager training are still ongoing.

Region 4-

Vonia Grabeel not present

Region 5-

Proxie Chris Dedic for Gene Thomas reported:

1. A fogging machine has been ordered to fog for mosquitoes due to the zika virus.

Nathan Powell reported:

1. Environmentalists are going door to door to inform residents about harborage of mosquitoes and info on the zika virus. Areas approached are based on historic information and complaints. Larvacide is being used to treat up to 2000 gallon bodies of water. Spraying adulticide for adult mosquitoes. No trapping is currently being conducted as there are no funds for trapping.
2. Ralph McCracken just had heart surgery.
3. Ben White left. An internal hire, Stephanie Brown, with a degree in nutrition is being considered for his replacement.

Proxie Leslie Cobb for Annhall Norris reported:

1. The Food Safety Branch is hosting FD312 Special Processes at Retail June 21-22 at the Hilton Garden Inn Northeast in Louisville. The registration fee is \$35.
2. There are three vacancies at the Food Safety Branch: Food Manufacturing Supervisor remains vacant; two food manufacturing positions held by Paul Rice and Natasha Collins with no anticipated posting date.
3. Retail Food Seminar will be held September 7-9, 2016 at the Brown hotel.

Kenny Cole reported:

1. The restaurant associated with the Salmonella outbreak voluntarily closed but is now re-opened after an extensive cleaning and employee training. Mr. Cole thanked the Food Safety Branch for their assistance. Over 600 interviews were conducted, 85 confirmed cases, and correcting incorrect information from the media were challenging.
2. Radioactive material from fracking operations in West Virginia was deposited in the landfill across from the middle school and high school which was brought to our attention by a story in the Louisville Courier Journal. State authorities knew of the occurrence but did not share the information with the county judge or solid waste coordinator prior to the story breaking on television news. Community emotion is elevated and public forums with armed police have been held. Much testing has been done around the schools, the landfill, and the surrounding area. Some of the tests are still pending.
3. The mushroom festival was held in April in Estill County. There were 32 temporary food booths and 10 retail mobile food booths.

Region 6-

Sarah Oak reported:

1. Three Rivers District is finishing up their environmental health link grant funded by the Department of Public Health that targets repeat offender establishments for additional education, inspections, and guidance materials.
2. Ms. Oak has transferred to Northern Kentucky Independent District Health Department.

Brittany Wells reported:

1. Food Managers Class_The hands-on portion (lab) of our Certified Food Manager Class started in January, and we're receiving great feedback from those taking the course. Class participants are now exposed to exercises in date marking, temperature control, cooling parameters, and hand washing. This provides a great opportunity for the students to apply new skills and concepts, and certainly fosters a learning environment.
2. Food Program- By July, all inspectors will have completed the FDA ORAU's (Office of Regulatory Affairs University) level 1 classes. This coincides with our participation in the FDA's Voluntary National Retail Food Regulatory Program Standards. *We completed our self- assessment in July 2015, and plan to meet Standard 7 - Industry and Community Relations within the next couple of years.*
3. Onsite Program- We had CEU class for operators on March 24, 2016.
4. Mosquito Program- We are being proactive towards Zika. We are taking preventive measures by actively larviciding. We are also working on trapping for surveillance.
5. Two new employees- Sarah Oak- Registered Sanitarian
Jessica McElroy- Disaster Preparedness Coordinator

Region 7-

Cassie Prather reported:

1. Environmental section is losing one part time environmentalist – leaving three part time environmentalists.

2. Montgomery County participated in a radio show addressing zika virus.
3. Mrs. Prather distributed “fight the bite” promotional kits to the Board members.
4. For those interested in or required to maintain pest licensing there is a class offered in London, KY specific for environmentalists (class 8). She noted there is also one today in Lincoln Trail.

Farm Methods-

Lewis Ramsey – not present

Industry at Large

Jeff Lanter reported:

1. Lots of class one recalls – three listeria recalls in two days. The FDA is following up with phone calls.
2. The “yellow equals raw” program will be postponed for two weeks due to an apron shipment. Expected roll out is now June or July.
3. The cold temperature monitoring system has been installed in the Lexington area. Mr. Lanter affirmed thermometers would still be present in refrigeration units.
4. Kroger is now working on a hot temperature monitoring system.

Carl Rust reported:

1. Mosquito monitoring and sampling has started in the areas around plants to protect employees. A neighbor has standing water issue which we are working together to address.
2. For those wanting food sanitation work IFPTI needs instructors to teach detail cleaning and hygienic cleaning.
3. Industry is gearing up to meet the FSMA requirements for HACCP plans and Pre-requisite programs.

Vacant position

Motion to accept Directors Reports:

Motion- A motion was made to accept the Directors reports by Kenny Cole

Second by Joel Barrett

Discussion: a new USDA officer has been appointed to KY

Vocal vote: motion passed

Parliamentarian-

Heath Stone not present

COMMITTEE REPORTS

Standing Committees-

Budget -Don Jacobs Laura Strevels , Leanna Cavin , and appointees by Erica, and Leanna

1. Mrs. Strevels discussed the budget and budget committee meeting which met just prior to this meeting. Mrs. Strevels discussed very few changes to line items and registration fee for the next annual educational conference may be in order. Mr. Cole ask questions on the registration increase however the committee suggested discussion occur in August when they have a better idea of actual cost increases (menu plan, equipment rentals, speaker expenses).

Legislative (A) – Chair- Tony White

2. No report as an e-mail update was sent out after the legislative session ended. The e-mail report included new legislation for Bed and Breakfast operations to sell alcohol, law to protect environmentalists from assault was not passed.

Publications (A) – Justin Pittman Member- Sue Jewell (R)

1. The summer edition of the KYEHA newsletter was released last week.

No reports were given for the following committees

Audit- Chair- Don Jacobs Members- Jessica Davenport, Sue Jewell (req’d by B&P)

Awards-Chair - Jessica Davenport Leanna Cavin(R), and members – 3 industry and 3 regulators

Exhibits (A) – Chair - Gene Thomas

Nominations/ Elections (A) Chair- Jessica Davenport plus 7 members (one from each region)

Program(R) - Chair-Don Jacobs Co Chair- Jessica Davenport

Scholarship (A) – Chair - Sarah Oak

Silent Auction (A) - Chair – Nathan Powell

AD HOC COMMITTEES

Administrative and Procedures - Cathy Akins

1. Mrs. Akins was not present but notified the President that she has updated all the Bylaws and Constitution with the KYEHA name.

Hotel Procurement – Chair – Don Jacobs Members- Leslie Cobb, Pam Hendren

1. Leslie Cobb and Pam Hendren stated they would present competitive bids (13) under new business.

Interstate Environmental Health Seminar - Vonia Grabeel, Erica Brakefield

Erica Brakefield reported:

1. The next IEHS is scheduled for October 4-6, 2017 (Wednesday through Friday) in Gatlinburg, TN at the Edgewater hotel near the Aquarium hotel. The rate will be \$83 per night with the rate extended the weekend before and after the conference. The “night out” will be at Ober Gatlinburg. The dates are in conjunction with Oktoberfest. Registration is planned to be approximately \$100 however speaker may not be charged. Final details will be discussed in October at the planning meeting scheduled in Knoxville, TN.
2. From discussion at the IEHS planning meeting last month most states in the IEHS most will be joining their annual educational conference with the IEHS meeting instead of having two conferences during their year of hosting the conference.

Website Coordinator – Justin Pittman, D. Greg Dott

Greg Dott reported:

1. The scholarship application is now posted on the website.
2. Approved minutes should also be posted to the website.

Justin Pittman reported:

1. It has been suggested the website be posted on face book but need someone to maintain the site.

No report from the following committee:

Students – Jim Klyza- Kenny Cole

Motion-Motion was made to accept committee reports by Greg Dott

2nd- Joel Barrett

Discussion: None

Vocal vote- motion passed

OLD BUSINESS

None

NEW BUSINESS

1. Pam Hendren and Leslie Cobb presented a spread sheet with thirteen competitive bids to the Board. The was quickly reduced to three options due to- history of charging penalties, high room rates, January

meeting date, or poor service. The three options remaining were: Holiday Inn University in Bowling Green; Campbell House Curio by Hilton in Lexington; and Marriott Griffin Gate in Lexington.

Mr. Charlie Ward made a motion to vote by show of hands on the three selections (Holiday Inn Bowling Green, Campbell House, and Marriott Griffin Gate) for the 2018 annual educational conference.

Mr. Justin Pittman made a second to the motion.

Discussion: attendance at Bowling Green location, contract confirmation dates, 17 eligible voters present

Vote outcome:

Holiday Inn University in Bowling Green – 9

Campbell House Curio by Hilton – 0

Marriott Griffin Gate in Lexington -8

2. Erica Brakefield asked the Board to allow expenses to cover a new registration tablecloth with the KYEHA logo on it and a new gavel as the current one is broken.

Kenny Cole made a motion to approve expenditures to replace the tablecloth and gavel over and above the proposed 2016/ 2017 budget.

The second was given by Joel Barrett.

Discussion: none

Vocal vote: motion passed

Seeing no other business Ms. Brakefield entertained a motion to adjourn.

A motion was made to adjourn this Board meeting by Jay Fillman

Second made by Joel Barrett

No discussion occurred and the motion was passed by voice vote.

Respectfully submitted by *Sue Jewell* date August 23, 2016

Accepted by *Erica Brakefield* date August 23, 2016

Name

Title