

**KYEHA Business/Board Meeting Minutes  
For  
February 8th, 2021  
Hosted through Conference Call due to COVID19 gathering restrictions**

**This meeting was called to order by President Charlie Ward at 10:00 am.**

**Those attending the meeting call were as follows:**

**Lindsay Ames, Amber Ballinger, Erica Brakefield, Keith Brock, Leanna Caven, Rebecca Colligan, Jessica Davenport, John Dells, David Dott, Jay Fillman, Kathy Fowler, Vonia Grabeel, Robert Helvey, Don Jacobs, Chad Lynch, Adam Massey, Angie Mattingly, Annhall Norris, Clint Pinion, Nathan Powell, Heath Stone, Ken Spach, Charlie Ward, Brittany Wells and Sarah Wilhoite.**

**President: Charlie Ward reported-**

- 1. The November 24th, 2020 meeting minutes have been sent to the Board for review and needs to be approved.**

**A motion to accept the minutes of the September meeting was made by Mr. Jay Fillman.**

**A second to the motion was made by Ms. Vonia Grabeel.**

**The motion passed by oral majority.**

**President Elect: Clint Pinion reported-**

- 1. No new information to report. More information will be reported within the Program Committee reports.**

**Vice-President: Brittany Wells reported-**

- 1. No new information to report.**

**Treasurer: Laura Strevels- not present**

**Secretary: Sarah Wilhoite reported-**

- 1. Roll call was taken by oral confirmation over phone at the beginning of the call.
  - a. No proxies were identified**
  - b. Twenty-five KYEHA members were present, quorum was met.****
- 2. Board members absent were: Joel Barrett, Jackie Cole, Jeff Lanter, April Merkel, Tony Powell, and Laura Strevels.**
- 3. Minutes of November's meeting were sent out via email. One correction for a misspelling of a name was sent in by Mr. Heath Stone via email and error was corrected.**

**Membership – Leanna Caven reported –**

1. The Membership end totals for 2020 included:
  - a. 298 Total Members
  - b. 122 Life Members
  - c. 153 Active Members
  - d. 23 Student Members
2. The 2021 KYEHA conference links and receipts for paid attendees have been sent out to attendees. Below are the numbers of attendees as of February 8<sup>th</sup>, 2021.
  - a. 178 Paid Attendees
  - b. 6 Life Member Attendees
  - c. 22 Student Attendees
  - d. 206 Total Attendees
3. The membership committee is currently waiting to receive and process payments for about 80 of those attendees as of February 8<sup>th</sup>, 2021.
4. Mr. Ward asked Ms. Caven what is the number of attendees in comparison to the 2020 KYEHA conference. Ms. Caven answered that there were 179 that attended the 2020 conference.

**Directors Reports-**

**Region 1 –**

**Jay Fillman reported-**

1. The Green River District Health Department has hired Becca Logan as their new Environmental Director.
2. Henderson County Health Department is continuing to advertise for an Environmentalist.
3. Green River District Health Department Environmentalist are slowly returning to environmental activities while continuing to address COVID-19 issues.
4. Christian County Health Department is assisting in COVID-19 Mass Vaccination clinic at the Bruce Convention Center.
5. Hopkins County Health Department Environmental is spending most of their time with COVID-19 related issues.

**Joel Barrett – Not Present**

**Region 2-**

**Jessica Davenport reported**

1. Barren River District is looking for two Environmentalist. One Environmentalist will be placed in Simpson County and one will be placed in Warren County.
2. Local Health Departments are dealing with COVID-19 related issues.

### **Region 3-**

Kathy Fowler reported –

1. Oldham County-
  - a. The local health department have been inundated with COVID vaccine clinics. Due to COVID-19 related issues, other tasks and inspections have not been able to be completed.

Chad Lynch-

1. Local Health Departments are dealing with COVID-19 related issues.
  - a. Bullit County Health Department are working to distributing vaccinations and dealing with mass compliance information.
2. North Central District's Environmental Director, Pam Hendren, recently retired.

### **Region 4-**

Vonia Grabeel reported-

1. Local Health Departments are dealing with COVID-19 related issues.
2. No new information to report at this time.

### **Region 5-**

Erica Brakefield reported-

1. Environmental Management Branch Facilities Section-
  - a. General Core Training will be held in May, 2021. The Environmental Management Branch plans to provide Core training in person if permissible. Further information concerning dates will be sent out in the future.

Nathan Powell reported-

1. Local Health Departments are working to provide COVID-19 vaccination clinics. Lexington-Fayette County Health Department currently has two outdoor clinics.

Annhall Norris reported-

1. No new information to report at this time.

**Region 6-**

Tony Powell – Not Present due to working vaccination clinics.

**Region 7-**

Jackie Cole – Not Present

**Industry at Large**

Jeff Lanter – Not Present

April Merkel – Not Present

A motion was made to accept the Directors reports as written by Mr. Nathan Powell.

A second to the motion was made by Ms. Erica Brakefield.

The motion passed by oral majority vote.

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**Parliamentarian- Heath Stone reported-**

1. No new information to report at this time.

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**COMMITTEE REPORTS**

**Standing Committees-** (A) is appointed; (R) is required by Constitution, Bylaws and Procedures

**Audit- Chair- Charlie Ward**

No new information to report at this time.

**Awards-Chair – Brittany Wells reported-**

1. The committee this year was Erica Brakefield, Sarah Wilhoite, and Laura Strevels.
2. The award plaques have been ordered and are ready to be picked up. Ms. Wells asked Ms. Grabeel if she would pick up the awards. Ms. Grabeel agreed to pick up the awards and send them to the winning recipients.

**Budget –(R) Charlie Ward/ Clint Pinion**

1. No new information to report at this time.

2. Mr. Charlie Ward stated that he will check with Ms. Laura Strevels to see if the Budget can be sent to Mr. Clint Pinion and himself for review.

**Exhibits (A)– Chair – Don Jacobs**

1. There was no updates on exhibits at this time.
2. Mr. Jacobs stated to the board that if there is an individual who would like to take over the exhibits committee, he would like to relinquish his position.

**Legislative (A) – Chair- Joel Barrett – not present**

**Nominations/ Elections (A) Chair- Brittany Wells**

1. Positions available for election in 2021 were Vice President, Treasurer, Region IV Director, Two Region V Directors, Administrative and Procedures, and Industry at Large. This year's election results are as follows:
  - a. Vice President- Nathan Powell
  - b. Treasurer- Vonja Grabeel
  - c. Region IV- Vacant
  - d. Region V- Erica Brakefield and Kevin Gabhart
  - e. Industry at Large Directors- Jeff Lanter agreed to run for his position again.
  - f. Administrative and Procedures- Tony Powell

**Program (R)- Chair-Clint Pinion reported**

1. Mr. Clint Pinion discussed the 2021 KYEHA Virtual Conference program using Zoom as the virtual platform.
  - a. The conference will consist of five RS hours on Tuesday, February 9<sup>th</sup> and 5 RS hours on Wednesday, February 10<sup>th</sup>. Each day of the conference will have its own zoom link which will be sent out to registered attendees.
  - b. Both days of the conference will consist of 11 presentations. Two of the eleven presentations will be 30 minutes.
  - c. On February 9<sup>th</sup> two general and one category specific CEU's for the Category 8 Agriculture Pesticide Applicators certification will be awarded to attendees. On February 10<sup>th</sup> two general and two category specific CEU's for category 8 will be awarded to attendees. A total of 7 category 8 CEU's will be awarded for both days of attendance.
  - d. Attendance of the conference will be gathered by documenting the names of the attendees at each session. The names collected will be submitted to the Registered Sanitarian committee for RS CEUs. A total of 10 RS CEU's will be awarded for both days of attendance.
  - e. Lunch and breaks will be give each day of the conference.
2. Mr. Charlie Ward stated that attendees' RS numbers will need to be collected in order to be given CEU hours. Mr. Pinion confirmed that a list of names will be created in order to send out a google form via email to collect RS numbers. Mr. Ward and Mr. Pinion confirmed that a cross check will be made to confirm that attendees paid their KYEHA

registration fee. CEU hours will not be awarded to attendees who haven't paid their registration fee

3. Ms. Sarah Wilhoite asked Mr. Pinion if the KYEHA conference will be recorded in order to be watched at a later date. Mr. Pinion stated that the conference will be recorded each day in hopes to provide them on TRAIN for RS CEU's; however, each day will be one recording of 5 hours. In order to receive RS CEU's, the entire recording must be watched.

**Publications (A)– Justin Pittman- Not Present**

**Scholarship (A)– Chair -Brittany Wells reported**

1. The scholarship winner, Hannah Darnell, will be attending the conference via zoom.
2. Charlie sent the certificate via mail on 2/5/2021.

**Silent Auction (A)- Chair – Nathan Powell reported**

1. Mr. Charlie Ward asked if there was any ideas to help generate scholarship money since a silent auction cannot be done. No answers were provided to Mr. Ward. Mr. Ward then questioned whether the Association wanted to ask for monetary donations for scholarship during the conference. Ms. Jessica Davenport explained that would depend on the funds currently available within the budget. Mr. Ward stated that he would discuss funding with Ms. Strevels.
2. Mr. Pinion asked Mr. Ward what the \$ 25.00 registration fee of the 2021 conference will be used for. Ms. Vonja and Ms. Brakefield explained that the \$25.00 is only the membership fee and has to be used to fund the conference for the next year. Ms. Brakefield explained that the raffle and silent action is what funds the scholarship award.
3. A discussion was held about using the Venmo app to provide a raffle and collect scholarship donations during the KYEHA conference. Ms. Grabeel agreed to help set up a Venmo account for the raffle.

## **AD HOC COMMITTEES**

**Administrative and Procedures (A)- Vacant**

1. Tony Powell has been elected as the new Chair for Administrative and Procedures Committee.

**Hotel Procurement- Charlie Ward reported**

1. Hotel Procurement has been committed and secured at the Marriott Griffin Gate in Lexington, Kentucky for 2022, 2023, and 2024.

**Interstate Environmental Health Seminar (A)- Vonja Grabeel reported**

1. The next meeting was planned to be hosted by Maryland but IEHS doesn't believe they will be able to have an in-person meeting. IEHS is wanting North Carolina to provide a virtual meeting. More information will be provided in the future.

**Students (A)- Clint Pinion reported**

1. Eastern Kentucky University students will be hosting their annual symposium March 24<sup>th</sup>, 2021. The cost of the symposium will be \$15.00 to cover CEU's. The symposium will be virtual and attendees will be given 5-6 RS CEU's.

**Website Coordinator (A)- Justin Pittman- Not Present**

A motion was made to accept the Standing Committee Reports and the AD HOC Committee Reports by Ms. Jessica Davenport.

A second to the motion was made by Ms. Annhall Norris.

The motion passed by oral majority vote.

**OLD BUSINESS**

None

**NEW BUSINESS**

1. Ms. Leanna Caven stated that one nomination for life membership was approved by the Board at the last KYEHA meeting on 11/24/2020 for Mr. Matt Rhodes.

**MOTION TO ADJOURN**

Ms. Jessica Davenport made a motion to adjourn this meeting.

Ms. Erica Brakefield made a second to the motion.

Motion passed by majority oral vote.

Respectfully submitted by Sarah J. Williams Secretary Date 6/23/2021  
Accepted by [Signature] President Date 06/23/2021  
Name Title