



Oregon Environmental Health Association

Furthering the Education of Environmental Health Professionals

OEHA Board Meeting

April 23, 2019

2pm to 4pm

Minutes

Call to order: Meeting was called to order at 10:16 AM at Lane County Health and Human Services Building

Attendees: Sarah Puls President, Bill Emminger Past President (On Phone) Ramona Quinn Eastern Regional Director, Kaline Chavarria Secretary, Rick Hallmark Vice President, Angie Scott, Southwest Regional Director, Annette Pampush Northwest Regional Director, Randy Trox Mid-Willamette Regional Director, Connie Schrandt, President Elect, Jeff Freund and John Mason, Treasurers

Welcome and Introductions with Randy Trox being time keeper.

Agenda- Updates:

Culture of those leaving the board: Did we do any recognition? John said we got a certificate at the 2019 OEHA Conference in Newport. Board members who recruited a speaker send a thank you for being a speaker at 2019 conference. Jeff sent a condolence letter to Ray Huff's family he was the first sanitarian of the year in 1968? Write a spotlight article about Sarah Puls on her new job at the Eugene Airport. Committees should do the work outside the board meeting and report updates outcomes back to the board during meetings this will help in moving through agendas.

Minutes: Minutes were handed out from March 21, 2019, no action taken

Treasurers Report: Discussion held on increasing the fee for annual membership to OEHA, and if we want to allow scholarship funds to cover student registration fees to annual conference. Treasurer report there is \$8284.90 in simple checking and \$6276.06 in savings. John and Jeff working on the 2009-2020 budget with Bill. John and Jeff will share roll of treasurer for one-year term ending in 2020. There was also discussion held on reciprocity of paying dues one time and you are a member of both OEHA and NEHA.

Board Goals for 2019

- 1. Increase Membership:** Group looked over list of members, Who is missing? The big three counties (Multnomah, Clackamas and Washington) very under represented. Handful of DEQ is represented. Rural is represented. Issues were larger counties could not see it being

cost effective to send everyone to the conference. OHA Drinking water program not well represented. They sent one person to the conference and only because they were a speaker. We need to have a packet at OHA orientation to hand out to new trainee's. ODA not well represented. It would be good if there was at least one represented from each county, FDA, OHA FPL, OHA Drinking Water, Private Industry and Higher Education. There must be a tangible plus behind signing up for OEHA and being a part of Association. Discussion held on the lobbying capacity (nurses) have a strong association and in their bylaws we are fighting for your increased wages. There is opportunity to recruit more students at Higher Learning, (OSU, U of O, Portland State, OHSU,), Career Day at the Higher Learning and having a booth at other conferences OPHA.

Membership Committee- We should compile this committee with energetic people and materials with updated information. Website needs updated, give reasons and assistance for those wanting to join. Increase professionalism, coming up with small jobs for non-board members to do. Kaline will send out letter to the expired members. Need to get ahold Bill for Regional Map which directors cover each area. Send each board director members in their district. Secretary will send welcome card and membership letter.

Membership Committee is comprised of Kaline, John, Annette and Randy (Chair)

NEHA is recruiting for interns. Lane County will have a NEHA intern in the summer of 2019.

GOAL: Increase membership by 25% and get one new member involved in some way on each project or committee

- 2. Newsletter:** Have good timelines so the information is current and prudent. Solicit non-board help inter office. Angie will be the editor with the spring newsletter going out very soon. Maybe consider consolidating committees and make the newsletter part of the Marketing and Outreach committee. Ramona will present at CLEHS.

GOAL: Develop 2 newsletters per year by 2020 one in February and one in August. Deschutes County will recruit some new people in their office that are good at editing and publishing. Everyone will assist Angie with collecting information and stories. New publishers will set timelines to get information turned in. Current draft newsletter will be reviewed by Deschutes and be sent to members.

- 3. Update Bylaws:** Action item for Greg: Get the agreed upon version to Greg for the website so that they all the same. Many versions exist and it is time to do an overall review to improve and condense the Bylaws and Constitution. If the board chose to increase fee for membership this is an example of a change in bylaws.

Bylaw committee is comprised of Bill and Connie. It was mentioned to recruit Ian Stromquist and Dave Bussen as they would be good for this update.

GOAL: The bylaws committee will review the constitution and bylaws and ask other members for assistance on sections as needed. The constitution and Bylaws will be revised to reflect how our organization is currently operating and streamline them to reflect one readable and cohesive document. This is a yearlong project and the new bylaws will be officially adopted at the annual meeting following the 2020 conference. The thought is to have the

association operate under the new bylaws as we amend them, for example having the newsletter only twice a year instead of quarterly as we decided in the meeting.

4. Education Committee and Conference 2020: The conference is slated to be in Bend, Oregon in 2020. The site at Mt Bachelor Village has not been firmed. There are going through an ownership change and we may need to look at other options. Kaline will be available the week of the OHA/Drinking Water Conference May 6-10, 2019 to look at possible site locations. DEQ paid sponsorship fee to attend in 2019. Ideas about getting other partners to dive in OHA, Drinking Water. Randy stated he feels like we should be encouraging others to come on board. Anything we can do to consolidate ourselves would be a plus. Continue to look at this for 2021. We need a refund policy for our conference. Went over the feedback from the 2019 conference.

Ideas of Speakers for the 2020 Conference: Industry come and talk- life beyond the local health department. Budgeting and planning Leadership development, industrial hygiene, Starbucks, NSF, Ecolab, Drinking Water Program, DEQ, hospitals (Samaritan), OLCC, Oregon Department of AG. Stories from the Field

Ideas: Using a sponsorship for mingle (Deschutes). Only current OEHA members would be invited to the munch and mingle and with that you get food and drink provided.

Timing: Options were looked at rather than having 3 days at the conference.

Option 1: 10 am-2 pm (Starting Conference at 10 am on Day 1 ending at 2 pm Day 2) allowing for 12 hours of CEU'S

Option 2: 8-10 am pre-conference and meetings and then 2-5 pm post conference that would be optional.

GOAL: The conference planning committee will focus the 2020 conference on both continuing education and networking to highlight what OEHA can do for environmental professional all around our state.

Committee Assignments: Discussion was held on membership assignments for board members. Email Sarah if you want any changes to any committee. Some of the memberships are in the current bylaw which would require a change in bylaws to remove a board member from that committee. Ideas discussed were condensing the number of committees. i.e. scholarship and awards, marketing and membership.

Connie conducted a wrap up of meeting.

Meeting Dates: Sarah will set up a GoToMeeting and send out calendar invites for upcoming board meetings. Quarterly will be conducted to do regular board meetings. Those will be held in April, July, October and January. Conference Planning will be meeting every third Thursday from 2:30-4:30 pm.

Next conference planning meeting will be May 16, 2019 from 2:30-4:30 pm

Next regular Board Meeting will be July

Meeting was adjourned at 2:00 pm