

MINNESOTA
ENVIRONMENTAL
HEALTH
ASSOCIATION



ANNUAL REPORTS
2010 – 2011

Order of Business of the Annual Meeting

- a. Meeting Called to Order
- b. Roll Call of Officers and Directors
- c. Secretary's Report
- d. Treasurer's Report
 1. Approval of Annual Treasurer's Report
- e. Reports of Committees
- f. Report on Strategic Plan
- g. Unfinished Business
- h. Outgoing President's Address
- i. Presentation of Gavel to Incoming President
- j. Incoming President's Address
- k. Presentation of Past President Award and Gold Bar to Outgoing President
- l. Report of Election
- m. New Business
 1. Proposed By-law Changes
- n. Adjournment

The mission of the Minnesota Environmental Health Association is to provide professional development to its members, and education and information to the community, which will maintain and enhance public health and the environment in Minnesota.

2011 Proposed By-Laws Changes

Note: These will be voted on by the general membership at the annual meeting which is scheduled for Friday, May 7, 2011.

Article III

- Section 1 additional membership class added:

d. Junior membership

This changes the number of membership classes from six (6) to seven (7).

- Language revision to Section 3:

Current:

Retired membership may be awarded to any active member, provided they have been a member of the Association for at least five consecutive years preceding retirement; have accrued at least twenty (20) years of environmental health service; and have retired due to age or disability.

Proposed:

Retired membership may be awarded to any active member, provided the individual has belonged to the Association for at least five consecutive years preceding retirement; has accrued at least twenty (20) years of environmental health service; and is currently retired.

- Section 6 Added:

Junior membership may be awarded to a college student in a non-environmental health degree program or a junior or senior high school student with an interest in environmental health.

- Language revision to Section 9

Current:

All memberships and reinstatements in this Association shall be granted only by majority vote of the Board of Directors. A membership may be revoked for just cause by two thirds (2/3) vote of the Board of Directors.

Proposed:

A membership may be revoked for just cause by two thirds (2/3) vote of the Board of Directors.

ARTICLE IV

Current:

- a. All renewals are due on the anniversary of the member's initial membership date.

Proposed:

- a. All renewals are due on the anniversary of the member's membership date.

ARTICLE VIII

Section 2 Added:

Alcoholic beverages shall not be purchased with MEHA funds.

MEHA Inventory Report
April 1, 2011

Item	Description/Comments	Holder	Contact Info	Last confirmed
Anniversary Banner	40 th to be used for 50th	Manny Camilon	MCAMILON@stlouispark.org	3/25/11
Articles of Incorporation		Angie Wheeler	Angie.Wheeler@state.mn.us	3/25/11
Bumper Stickers		Joe Hibberd	joe.hibberd@CO.RAMSEY.MN.US	3/23/11
Camera	Samsung 35mm Maxima 1450AF w/38-105mm	Joe Hibberd	joe.hibberd@CO.RAMSEY.MN.US	3/23/11
Core-board mounted photos	MC looking into what this item is	Manny Camilon	MCAMILON@stlouispark.org	4-6-10
Display Panels	Table top	Joe Hibberd	joe.hibberd@CO.RAMSEY.MN.US	3/25/11
EH in MN brochures		Joe Hibberd	joe.hibberd@CO.RAMSEY.MN.US	3/23/11
Golf prize inventory	Shirts, balls, flashlights, etc.	Jill DeBrito	jill.debrito@state.mn.us	3/24/11
History committee portable file box		Manny Camilon	MCAMILON@stlouispark.org	3/23/11
Laptop Computer	Dell Inspiron B130	Joe Hibberd	joe.hibberd@CO.RAMSEY.MN.US	3/23/11
Logo trademark Registration		Angie Wheeler	Angie.Wheeler@state.mn.us	3/25/11
MEHA Banner		Sharon Smith	sharon.l.smith@state.mn.us	3/23/11
MEHA pins		Laura Schmidt	Laura.Schmidt@co.anoka.mn.us	3/25/11
MEHA wear	XL golf pull-overs	Frank Sedzielarz	sedz0002@umn.edu	3/24/11
Past pres. bars		Joe Hibberd	joe.hibberd@CO.RAMSEY.MN.US	3/23/11
President's Gavel		Robert Servian	servianr@msn.com	3/29/11
Printer	HP 6130	Angie Wheeler	Angie.Wheeler@state.mn.us	3/25/11
Proclamation frame		Joe Hibberd	joe.hibberd@CO.RAMSEY.MN.US	3/23/11
Scrolling Banner	April School of Public Health event	Chris Forslund	christopher.forslund@ci.stcloud.mn.us	4/01/11
Table cloths	April School of Public Health event	Chris Forslund	christopher.forslund@ci.stcloud.mn.us	4/01/11
TV/DVD combo	Sylvania 13-inch 6513vd	Joe Hibberd	joe.hibberd@CO.RAMSEY.MN.US	3/23/11
Wire Display rack	For MEHA wear	Frank Sedzielarz	sedz0002@umn.edu	3/24/11
USB Flash Drive – Board files	Secretary records	Angie Wheeler	Angie.Wheeler@state.mn.us	3/25/11
USB Flash Drive – Fincial files	Treasurer records	John Tracy	John.Tracy@co.stearns.mn.us	3/24/11



MEHA
BALANCE SHEET AND INCOME STATEMENT
PERIOD 6/1/2010 TO 3/31/2011

SUMMARY	THIS PERIOD 12/1/2010 TO		3/31/2011		FISCAL YTD 6/1/2010 TO		3/31/2011		NET CHANGE
	BEGINNING BALANCE	ENDING BALANCE	ENDING BALANCE	ENDING BALANCE	BEGINNING BALANCE	BEGINNING BALANCE	ENDING BALANCE	ENDING BALANCE	
INVESTMENTS	\$42,421.67	\$42,517.13	\$95.46	\$41,739.55	\$42,517.13	\$41,739.55	\$42,517.13	\$42,517.13	\$777.58
CHECKING	\$15,551.97	\$14,615.50	(\$936.47)	\$20,910.78	\$14,615.50	\$20,910.78	\$14,615.50	\$14,615.50	(\$6,295.28)
TOTAL	\$57,973.64	\$57,132.63	(\$841.01)	\$62,650.33	\$57,132.63	\$62,650.33	\$57,132.63	\$57,132.63	(\$5,517.70)

INVESTMENTS PURCHASED	CD	DATE	TERM months	MATURITY DATE	BEG BALANCE	INT %	INTEREST	BALANCE
Caldwell	CD1	4/22/2009	59	4/22/2015	\$5,000.00	3	monthly (to checking)	\$5,000.00
	CD2	4/22/2009	37	5/22/2012	\$5,130.16	2.6	annual	\$5,130.16
	CD3	4/22/2009	59	3/22/2014	\$15,804.16	3.74	monthly	\$15,095.20
	CD4	10/6/2009	21	7/5/2011	\$8,000.00	1.15	annually	\$8,091.72
	CD5	10/6/2009	42	4/5/2013	\$8,000.00	2.5	annually	\$8,200.05
TOTAL								\$42,517.13

TOTAL ASSETS= \$57,132.63

*Reviewed by Jan Schuyler -
finance committee 4/8/11*

Committee Reports

Awards

MEHA Awards Committee Annual Report (as of April 15, 2011):

The committee members are Frank Sedzielarz (Chair), Solvei Wilmot, and Rebecca Caulfield.

- During late summer and early fall 2010 several emails were sent to managers and supervisors of local, county, and state agencies. The individuals contacted were listed on the Minnesota State and Local Environmental health Contacts list, found on the Minnesota Department of Health website.
- From nominations received, the Awards Committee chose one MEHA member to receive the Staffenson Award and two MEHA members to receive Certificates of Merit. Award plaques have been ordered and will be ready for presentation at our May, 2011 conference.
- A Past President award plaque for Robert Servian has been ordered and delivered and will be ready for presentation at the May, 2011 conference.
- Award plaques were custom made by Great Engravings, 315 N.E. Fifth St., Grand Rapids, MN 55744.
- The total billing for all award plaques is expected to be \$387.37.

Respectfully,

Frank Sedzielarz

Awards Subcommittee (State Science & Engineering Fair)

On March 21, 2011 MEHA presented the second annual “Excellence in Environmental Health Science” awards to high school and middle school students at the Minnesota State Science and Engineering Fair at the Sheraton Hotel in Bloomington. Awards were judged by four (4) MEHA members for the best project for environmental factors impacting public health.

The award recipients in the high school division were:

- First Place: \$200 to Katie Morris, New Prague Senior High School, “Do Different Concentrations of Bleach Affect the Resistance of E. Coli?”
- Second Place: \$100 to Sachin Rao and Sid Gopinath, Hopkins High School, “Determining the Relative Effectiveness of Water Purification Techniques Used in Developing Nations”
- Third Place: \$50 to Matt Krych, Champlin High School, “Effective Hand-Washing”

- Honorable Mention: Certificate to Beth Errett, Park Christian School, “Does Agricultural Production Affect Water Quality?”
- Honorable Mention: Certificate to Emily Wood, Minnesota New Country School, “Double Dipping: Chips and Dip”

The award recipients in the middle school division were:

- First Place: \$100 to Tim Renier, Holy Rosary School, “Can a Multifactor Intervention Improve Effectiveness of Hand Hygiene and Reduce Absence Rates Due to Illness Among Students?: Phase2”
- Second Place: \$50 to Katherine Plachta, Holy Rosary School, “Would You Like Microbes With That? A Study of What is REALLY in Your Soda Fountain Drinks”
- Honorable Mention: Certificate to Gates LeSavage, Holy Rosary School, “Does Food Really Get Contaminated With Bacteria After 5 Seconds Of Being On The Floor?”
- Honorable Mention: Certificate to Elizabeth Scobbie, Calvin Christian School, “E. Coli – Dead or Alive”
- Honorable Mention: Certificate to Sydney Nelson, Woodland Middle School, “What Not to Wear: A Study of Bacterial Colony Counts on the Clothing of Healthcare Providers”

Committee Members:

- Joe Hibberd, R.S., Chair, Ramsey County
- Kim Carlton, R.S., City of St. Paul
- Nichelle Danielson, R.S., City of Minnetonka
- Nicole Koktavy, Minnesota Department of Health

Conference Planning

To: MEHA Board of Directors

From: Laura Schmidt, co-chair
Sharon Smith, co-chair
Rob Carper, liaison

Date: April 18, 2011

Re: 2010-2011 Annual Report
Conference Planning Committee

The 2010 Spring Conference was held May 5- May 7, at Ruttger’s Bay Lake Lodge in Deerwood. The net profit was \$3680.62.

MEHA held their fall conference at the Mankato City Center Hotel on October 9 and netted \$54.90.

The Hampton Inn, Shoreview, was the location of the Winter Conference. The event on January 27, 2011 netted \$78.58 Total revenue from conferences was \$3814.10.

The 2011 Spring Conference is scheduled for May 4-6 and will return to Ruttger's Bay Lake Lodge. To date room reservations are steady and 5 vendors are registered.

Finance

Annual committee report not submitted.

History



MINNESOTA ENVIRONMENTAL HEALTH ASSOCIATION
50 Years of Protecting, Promoting and Improving Public Health

TO: MEHA Board
FROM: Manny Camilon
DATE: April 12, 2011
SUBJECT: Annual History Committee Report

The History Committee made several presentations and displays in 2010, including the Fall, Winter and the Spring MEHA conferences. In each display, we tried to show the history of public health with memorabilia from the public health collection of Manny Camilon and many other donations from the MEHA members. This, coupled with our new scrolling banner and display boards on current issues, drew positive reactions from viewers.

This committee formed a 50th Anniversary Committee in 2010 to plan and implement a successful celebration and recognition of the organization in 2011. The committee has met several times for ideas and came up with an overall plan which we presented to the board for approval in the Fall. We are looking at recognitions at two conference events in 2011: the Spring Conference and the Region 4 NEHA Conference in Rochester, MN hosted by MEHA. We also are also meeting socially on a Mississippi River boat ride on June 8, following the FSP training in the morning.

We have other ideas that we have been working on including a booklet for the banquet, a cookbook, assorted 50th anniversary gifts, and for fun, a "time capsule" for MEHA members to donate a small but significant items to be opened in 50 years! (Thanks to all the volunteers and Sharon Smith for incorporating many ideas in with the Conference Planning Committee.)

Thanks to all who donated to the Public Health Historical Collection this last year! I noticed we are getting enough items in each sub-categories for food, pools and lodging. If you know of a group who might like to borrow the display for a theme, please let the history committee members know.

Lastly, we are looking for anyone who is interested in being on the History Committee. If you have an interest in history, ideas, web or internet skills, or good organizational skills, please contact me.

Respectfully submitted,

Manny Camilon, R.S.

Legislative

April 15, 2011

The Legislative Committee responded to two specific proposed bills in the 2011 House and Senate with position papers:

1. Food licensing exemptions HF 637, SF 477
2. Sale of Distribution of Raw Milk HF 147, SF 255

Both papers were approved by the MEHA Board and were posted on the web site. MEHA members were encouraged to contact their legislators as constituents (from their home computers) to comment on these proposed bills.

Bette Packer REHS
Committee Chair

Newsletter

TO: MEHA Membership
FROM: Lori A. Green, R.S., Editor and Newsletter Chair
DATE: April 21, 2011
RE: 2010 Annual Report

The newsletter committee is responsible for publishing the MEHA newsletter on a quarterly basis. The following issues were posted to the general membership on the association's website:

Summer 2010	June 28, 2010
Fall 2010	October 2010
Winter 2011	January 20, 2011
Spring 2011	March 17, 2011

Outreach

Annual committee report not submitted.

Publicity & Marketing

The Committee now has a strategic plan based on the marketing plans that were developed by graduate students at Hamline University. They recommended we create a *brand*. This includes descriptions of members':

Competencies — What we do
Standards — How we do it
Style — How we communicate

The Board will be creating new vision and mission statements and a list of values to guide the Association and create messages. These will be useful in Association publicity and marketing communications, and will be placed on MEHA's re-designed website.

MEHA is breaking into the social media world with a Facebook page, maintained by Kim Carlton. Other opportunities in the electronic world will be explored.

Press releases

Releases were sent to: members, with a request to publicize EH Week in Minnesota; the hometown newspaper of last year's Staffenson award winner; and the hometown newspapers of the winners of the awards presented by MEHA at the Minnesota Science and Engineering Fair.

Registration

Chairs-Christopher Forslund and Frank Sedzielarz

The committee has been trying hard to develop an understanding of the state of our registration applicants and determine what resources are going to be needed to develop further resources for aspiring environmental health specialists. As such, a request was made to provide summary information on subject matter areas for those who have taken the registration exam in Minnesota. That data was provided by the Minnesota Department of Health. That data is below.

Minnesota RS Exam Data, by Exam Date, 2003 -2010 (N=167)

	10/23/03	4/22/04	10/28/04	4/21/05	10/27/05	4/20/06	10/26/06	4/19/07	10/29/07	4/24/08	10/16/08	4/23/09	10/14/09	4/22/10	10/28/10	ALL EXAMS
No. Exam Takers	9	10	6	13	7	8	11	15	12	20	16	12	6	15	7	167 *
Pass	7 (78)	6 (60)	5 (83)	10 (77)	7 (100)	7 (88)	6 (55)	14 (93)	8 (67)	14 (70)	8 (50)	6 (50)	5 (83)	10 (67)	5 (71)	111 (67)
Fail	2 (22)	4 (40)	1 (17)	3 (23)	0	1 (12)	5 (45)	1 (7)	4 (33)	6 (30)	8 (50)	6 (50)	1 (17)	5 (33)	2 (29)	56 (33)
Attempt # **																
1	NA	8	4	11	5	7	10	11	12	16	10	5	4	12	2	126
2	NA	2	2	1	1	1	0	4	0	4	5	5	1	2	2	30
3	NA	0	0	1	1	0	1	0	0	0	1	1	0	2	7	
4	NA	0	0	0	0	0	0	0	0	0	1	0	0	1	0	2
5	NA	0	0	0	0	0	0	0	0	0	0	1	0	0	1	2
Average Score	73	68	73	71	77	73	69	73	71	71	66	67	65	67	63	70
Median Score	76	68	75	72	76	75	68	73	72	70	66	67	64	69	62	70
Range	(53, 82)	(60, 74)	(63, 78)	(46, 85)	(71, 83)	(50, 84)	(55, 80)	(62, 80)	(58, 79)	(63, 80)	(50, 78)	(55, 80)	(58, 76)	(54, 79)	(52, 74)	(46, 85)
Average Percentage Scores in Each Exam Category																
General EH ****	NA	NA	NA	NA	NA	NA	65	67	65	66	62	61	59	63	56	63
Food	67	61	65	73	76	71	80	83	85	81	78	77	76	82	75	77
Haz Mat	73	72	75	78	86	86	89	85	83	81	77	81	79	75	79	80
Housing	79	78	77	78	77	72	59	70	58	63	53	57	59	59	60	65
OSHA	79	68	82	73	77	75	80	84	80	83	64	72	67	68	51	74
Inst/Lic Est	72	64	74	68	70	68	60	72	65	68	63	66	65	65	61	66
Pools	73	74	81	75	74	73	68	65	65	66	60	62	58	59	56	66
Potable Water	79	74	73	72	83	76	73	74	70	72	64	72	68	65	64	71
Radiation	77	76	75	78	80	71	78	81	85	86	78	73	80	77	77	79
Regs	73	68	79	68	80	72	69	71	71	65	60	70	60	71	60	69
Solid/Haz Waste	73	70	75	71	77	74	76	81	72	77	73	64	68	73	63	73
Vectors	72	62	71	65	77	63	71	72	75	73	67	69	69	63	74	69
Wastewater	72	65	69	66	74	74	66	72	73	71	68	63	66	67	64	69
Air/Noise	67	68	80	72	69	80	64	59	67	64	60	61	56	52	45	51
Disaster	78	77	86	69	77	72	65	72	67	72	65	67	61	68	61	62

* N=167 is the number of times the exam has been attempted, not the number of individual people who have taken the exam as some take it more than once
 ** This may not be particularly useful as we do not know if people took the exam with NEHA or other testing sources. In addition, the data goes back to 2003, so it is possible that people may have taken the exam prior to that and therefore the "attempt #" data may be incorrect.
 **** "General EH" was not an exam category until October 2006.

WARNING: A caveat to this data is that there may be an error in the calculation for "Average Percentage Scores in Each Exam Category" (ie 51% for Air/Noise?). This data is being reviewed again. A revised copy(if necessary) has not been received yet. All other data appears to be correct. Be sure to read the footnotes under table.

Average Percentage Scores in Each Exam Category, by Pass/Fail Status

	Average score for those who PASSED the exam	Average score for those who FAILED the exam
Food	79	72
Haz Mat	82	75
Housing	68	60
OSHA	80	63
Inst/Lic Est	71	58
Pools	72	56
Potable Water	77	61
Radiation	82	72
Regs	73	61
Solid/Haz Waste	78	62
Vectors	74	60
Wastewater	73	60
Air/Noise	70	51
Disaster	74	62
Overall Score	74	61

This information may be useful in directing our efforts (and resources) for new applicants to focus on for greater success.

Additional activities include:

- We will be meeting with the MDH on April 19, 2011 to discuss coordination of any training efforts as to not conflict and to discuss progress/results.
- There are a total of three retired MEHA members who have expressed interest in providing training to applicants.

Resolutions

Annual committee report not submitted.

Scholarship Committee

Annual committee report not submitted.

Student

Annual committee report not submitted.

Technology

Committee Members:

- Manny Camilon, city of St. Louis Park
- Kim Carlton, city of St. Paul
- Laima Dingley, city of Bloomington
- Chris Forslund, city of St. Cloud
- Tony Georgeson, Minn. Dept. of Health
- Joe Hibberd, Ramsey County
- Erik Solie, city of Bloomington

The Technology Committee is charged with coordinating the technology needs of the Association, including hardware, software, and electronic information flow. The Committee maintains the MEHA website (www.MEHAonline.org) and listserve.

The website is updated frequently with information about conferences, seminars, and job vacancies. The quarterly newsletter is posted to the website, and a message is sent to all members of its availability. Information about registration for each of the Association's three (3) annual conferences is also posted. A table of the most frequently viewed webpages in on the next page of this report.

Last year the Board of Directors charged the Technology Committee to update the website to include online payment for dues and conference registrations. The Technology Committee issued a Request For Proposals on September 15, 2010 to redesign the MEHA website. The RFP was sent to 31 potential vendors. Seven proposals were submitted. The committee met on November 3, 2010 to review the proposals. Proposals were evaluated in 3 areas:

- Technical Capability and Solution Approach (0-30 points)
- Managerial and Staff Capability (0-30 points)
- Cost and Value (0-40 points)

The unanimous recommendation of the Technology Committee was for Dan Moriarty Design to redesign the website. The committee was impressed with his experience, portfolio, ideas for our website, and willingness to work with MEHA. The Board of Directors approved the recommendation on December 14, 2010. The redesigned website is scheduled to be available by May 6, 2011.

The "MEHA list" is a listserve where members can post information, share ideas, and ask questions with other list members. The listserve is the official means of notification to all members regarding MEHA conferences and the newsletter. The previous host of the listserver notified MEHA last year that it would discontinue service effective December 31, 2010. The Technology Committee sought a different service. Service with

MyList.com began on December 23, 2010. To post a message to the listserve, send it to meha@mylist.net.

MEHA is now on Facebook to share information photos, links and videos among our members and fans. Facebook is a social utility that connects people with friends and others who work, study and live around them. Join us at <https://www.facebook.com/pages/Minnesota-Environmental-Health-Association/160272054003203>.

If you have any suggestions, comments, or questions regarding the website or listserve, contact Joe Hibberd at joe.hibberd@co.ramsey.mn.us.

Respectfully submitted,

Joe Hibberd, R.S. and Erik Solie, R.S., co-chairs

Pages Viewed Year to Date, September 20, 2010 through March 30, 2011

Rank	Page Name	Viewed	Average/Day	Rank Last Year
1	Jobs Available	5070	27	1
2	Home page	4345	23	2
3	Breathe presentation	2043	11	--
4	Calendar of Events	1687	9	4
5	Online Library	1530	8	3
6	Links	1066	6	12
7	Committees	747	4	15
8	Winter 2010 Newsletter	718	4	--
9	What is EH?	692	4	5
10	Fall 2010 Newsletter	648	3	--
11	Sustaining Members	632	3	18
12	Sanitarian Registration	628	3	10
13	Legislative Committee	618	3	20
14	Board of Directors	592	3	6
15	Spring 2011 Newsletter	576	3	--
16	Photo Gallery	554	3	8
17	Menards presentation	540	3	--
18	List of Local EH Agencies	873	3	--
19	Communications	504	3	--
20	Join Us	493	3	14
21	What is MEHA?	486	3	11
22	Fats, Oils, Grease presentation	440	2	--
23	Frequently Asked Questions	411	2	17
24	Staffenson Award	314	2	13
25	Winter Conference	312	2	7
26	Spring Conference	295	2	9
27	Summer 2010 Newsletter	267	1	19
28	Spring 2008 Newsletter	261	1	--
29	Awards	242	1	--
30	Summer 2008 Newsletter	237	1	

MEMORANDUM

TO: Members of the Minnesota Environmental Health Association

DATE: April 21, 2011

SUBJECT: Report of 2011 Election

Ballots were mailed to all members in good standing as of February 28, 2011 in accordance with the MEHA Policy and Procedures Manual, section 11.01.

Ballots received on or before April 6, 2011 were opened and counted on April 12, 2010 by an ad hoc election committee consisting of Joe Hibberd, Dan Disrud, Karen Casale and Secretary Angie Wheeler. 106 votes were cast and 106 were counted.

The following MEHA members were elected as indicated:

Vice President:	Kim Carlton
Secretary:	Lori Green
Director:	Kyle Johnsen
Member-at-Large:	Molly Wellens

Respectfully submitted,

Angie Wheeler
Secretary