

**MASSACHUSETTS ENVIRONMENTAL**  
**HEALTH ASSOCIATION**

**EXECUTIVE BOARD MEETING**

DATE: December 8, 2010

ATTENDEES: Heidi Porter, Vice-President  
Regina Hanson, Secretary  
Michael Blanchard, Treasurer

Heather Gallant, Patrick Maloney, Paul McNulty, Michael Moore, Jennifer Murphy, Gary Perlman, Alan Perry, Deborah Rosati, Natasha Waden (guest), Jim White, Sam Wong

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**I WELCOME**

Vice-President Porter opened the meeting at 10:00 and welcomes all members in attendance.

**II MINUTES**

Minutes from October 13, 2010 were reviewed. M. Moore made a motion to accept minutes. G. Perlman seconded. No discussion. Motion carried unanimously.

Minutes from November 10, 2010 were reviewed. D. Rosati made a motion to accept minutes. M. Moore seconded. Discussion included two minor edits. Motion carried unanimously.

G. Perlman recommended posting electronic versions (pdf format) of approved minutes on the MEHA website. This proposal was viewed favorably. Gary will post the minutes.

**III TREASURER'S REPORT**

M. Blanchard reported that there was little activity in our accounts over the past month. The total balances stand at \$76,768.05.

M. Blanchard reported that a check for \$500 written to the Conference for Food Protection in March was never cashed. The intent of the check was to support the conference and MEHA would be listed as a sponsor. M. Blanchard reviewed the conference website and saw no reference to MEHA as a sponsor. M. Blanchard revealed that when he last canceled a check the bank did not charge us. He would inquire as to whether they would do the same this time as well. J. White made a motion to cancel the \$500 check. P. McNulty seconded. Motion carried unanimously.

**IV COMMITTEE REPORTS**

**Hazardous Materials**

J. White reported that M. Moore had provided labels for the DVD mailing but that over 700 labels were provided. M. Moore indicated that the labels reflect MEHA membership plus directors of all health departments across the state. The board discussed that the initial mailing should focus on the approx. 351 health directors across the state. J. White will have staff focus on that distribution scheme. H. Porter will deliver an additional 100 DVDs to Natick for the mailing.

H. Porter mentioned that MEHA, with other public health organizations, will be participating in one table at the Massachusetts Municipal Association conference held on January 21 and 22, 2011 and suggested that the DVDs

could be distributed during that event. MEHA would likely be contacted by the coordinating organization to determine a schedule of staffing our table and we would look to the Exec Board for volunteers to participate.

M. Moore proposed generating a GIS map of all the cities and towns with staff membership in MEHA. J. Murphy proposed generating information (similar to the Toolkit for Public Health) to outline for MMA members the work done by public health departments.

## **Education**

H. Porter reported that D. Ottenheimer had secured three of four speakers for the January 26, 2011 seminar on Onsite Wastewater in Taunton and that the fourth speaker should be settled by the end of the week. YOWA will co-sponsor seminar. H. Porter revealed that there was still some evaluation of CEUs required. M. Moore said that he typically confirms CEUs for MEHA. J. White said he would be able to mail out registration form. M. Moore will provide H. Porter with labels; she will prep envelopes and deliver to J. White for mailing. G. Perlman will email registration form to all MEHA members.

H. Porter reported on a summary of the training schedule provided by K. McVarish and the Local Public Health Institute. Additionally, the Institute is in the process of establishing online training modules for wastewater, pools and food and continuing participation in the summer internship program. There is no funding available for internship stipends and the Institute may come before the MEHA Exec. The Board is to request funding for stipends.

## **Food Safety**

H. Gallant attended both the Massachusetts Partnership for Food Safety and Food Industry Advisory Committee (FIAC) meetings last week and informs the Board on the following updates. Hearings are being conducted all across the state for the proposed "Food Allergy" amendment to the food code. The state is considering reducing the seating requirement for choke safety certification from twenty five seats to one seat in a food service establishment. The school food safety bill has been enacted and they are implementing the first phase that has to do with nutrition. The second phase concerning enhanced inspections has been postponed. Also, the FDA has scheduled a plan review course for April 26- 28. The course is cosponsored by MEHA and will be held in Cambridge.

The "Partnership" has some resource they would like to make available to health departments. They have a food safety display that may be loaned out for health fairs and so forth. The FDA has thermometer packs and "kitchen companions" available. Also available are farmer's market food safety pamphlets.

Dates to remember: The Food Show will be held around March 20<sup>th</sup> and the Harvest Show will also be held in early March.

There was also an inquiry and discussion as to what level of vendor is the MEHA in order for the organization to act as an administrator for the state grant. The matter will be looked into further.

## **Website**

G. Perlman gave a report as to the activity on the website. The process of converting the Haz-Mat Training DVD to flash was too time consuming so Gary made it available as two segments on YouTube and posted the links on the webpage.

Also, G. Perlman is looking for a volunteer to be trained to update the webpage if he is deployed.

The board also discussed the possibility of posting the food safety training DVD programs on to the webpage. The program will be for viewing purposes only and certificates will not be distributed from the MEHA.

## **Yankee Conference Update**

D. Rosati is currently shopping around for a "no-fee" checking account and the seed money to open an account to pay for the expenses for the conference. She has been unable to find the contract for the hotel signed four years ago or the files of the conferences previous organizer. Further inquiries will be made.

#### V OLD BUSINESS

Nothing to report

#### VI NEW BUSINESS

Nominations for awards are being solicited. All board members are encouraged to submit their nominees in writing.

M. Blanchard made a motion for the board to approve one thousand dollars be allocated to the Yankee Conference to open a checking account. Seconded by R. Hanson. Passed unanimously.

J. White made a motion to adjourn at 11:03. M. Moore seconded the motion. Motion passed unanimously.

NEXT MEETING: January 12, 2011 at 10:00 AM (Natick Town Hall)