

R.S. Board Minutes
January 25, 2002

Call to Order

The called meeting of the North Carolina Board of Sanitarian Examiners was held at the Hall Marshall Service Center, 700 N. Tryon Street Charlotte, N.C. on January 25, 2002. The Chairman, Dennis Salmen called the meeting to order. Those in attendance included Dennis Salmen, Donnie McFall, Malcolm Blalock, Gerald Strickland, Terry Pierce, William E. Pierce, Dr. Trenton Davis and Camille Bishop, Secretary to the Board. Absent were: Mack Dendy and Charles Jackson.

Approval of the November 1, 2001 Minutes

Board Action: A motion was made by Dr. Trenton Davis and seconded by Donnie McFall to approve the November 1, 2001 Minutes as submitted. All votes affirmative.

Approval of the Dec./Jan. Financial Reports

Board Action: A motion was made by Donnie McFall and seconded by Gerald Strickland to approve the December/January Financial Reports. All votes affirmative.

Mr. Pierce asked about putting more money into the STIF Account. Mr. Blalock had previously looked into this and will follow up.

Chairman's Report – Dennis Salmen

- . RS Board Letterhead/Seal – Mr. Salmen had investigated the background of the RS Board letterhead seal and it is actually a version of the NC State Seal. Mr. Salmen designed new letterhead electronically, using the State seal and presented it to the Board for approval. Mr. Salmen gave the Board the option to hire a graphic designer to design a new seal or to use the State seal.

Board Action: A motion was made by Malcolm Blalock and seconded by Dr. Trenton Davis to use the N.C. State seal on the RS Board letterhead. All votes affirmative. Mr. Salmen will send new letterhead to Camille Bishop.

Secretary/Treasurer Report – Malcolm Blalock

- . Mr. Blalock followed up on questions about reciprocity in our state from Dan Lasick from California. Mr. Blalock obtained a copy of the RS Board State Law. One part in question that is not comparable to N.C. State Law is the continuing educational requirement in allowing math to count towards the 30 hours of science. NC Law does not allow math to be counted. Mr. Blalock will follow up with Mr. Lasick. This individual will easily meet our requirements.
- . Web Site – Mr. Blalock registered our name with Interland, Inc. as www.rsboard.com for \$210.00 for a period of 9 years.

Secretary's Report on 2002 Renewals – Camille Bishop

Mrs. Bishop shared a report on 2001 Sanitarians who had not renewed their RS status. To date there were 56 sanitarians that had not renewed out of 1065 registered in 2001. (A copy is filed with the minutes) Letters have been sent out to all who have not renewed.

Mrs. Bishop also discussed the need to install a CD writer or Zip Drive to back up the data base. Mr. Blalock will follow up with Mrs. Bishop.

Old Business

Education Committee Report – Dennis Salmen

- . Mr. Salmen handed out new Policies and Procedures – (filed with the minutes).
- . Wording on Non-traditional courses for continuing education. **“Non-traditional courses to be used for continuing education credit must be related to the actual job being performed by the applicant. However, such training should be technical in nature and have some relation to the environment, environmental health, or in improving the practice of such.”** Mr. Salmen had sent out the wording previously to the Board for their comments and had received a few comments. The Board discussed. There were no further changes.

Board Action: A motion was made by William Pierce and seconded by Donnie McFall to approve the wording in the Policies and Procedures on Non-traditional courses to be used for continuing education credit. All votes affirmative.

- . **Requirement of Registration of Industrial Hygienist/Environmental Health Specialists.** Mr. Blalock had informed Board Members of this request from the State. There will be 7 Industrial Hygienist/Environmental Health Specialists that would be members of the locally-employed regional Bioterrorism Team and funded by the state, but hired by the local health director to serve a region. Their job description was also shared with the Board. The Board discussed at length. The job description does not have anything significant that would required them to be registered. It seems they would be acting more in a consultant position. Also the job description is vague in the area of reinforcement Terry Pierce commented that the job description needs to be rewritten to include RS requirements if we are to require Industrial Hygienist positions to be registered.

Board Action: A motion was made by Donnie McFall and seconded by Malcolm Blalock, that based on the current job description for the Industrial Hygienist position, that the Board would not require registration for this position. All votes affirmative. (Malcolm Blalock will inform the State of this decision.)

- . **Appointment to C.I.T. Committee** - Dr. Trenton Davis was appointed to the Centralized Intern Training Committee (C.I.T.). Mr. Salmen will inform Anna Dean of the appointment.

- . **Exam Dates for 2002** - The following Board meeting and exam dates were set for 2002:

- . April 25 & 26, 2002 – Wilmington (Mr. Salmen will find a location)
- . August 1 & 2, 2002 – Asheville (Camille Bishop will find a location)
- . October 24 & 25, 2002 – Raleigh (Malcolm Blalock will find a location)

- . **Oral Questions** – Dr. Trenton Davis will consolidate some of the questions and bring back to the RS Board meeting on April 25th.

New Business

- . **Challenge to the Essay Score** - Mr. Blalock was contacted by one of the interns who took the exam on November 2 and failed the essay component. She wanted to challenge her essay score. She explained to Mr. Blalock that when she took the essay test that the room was too noisy and that the time limit was not explained. She wanted to appeal to this Board and have her essay response re-evaluated by the Board. Mr. Blalock had discussed the situation with the County Attorney. There is no provision in the law that allows for a formal right of appeal. Mr. Salmen sent a letter to the intern in question in December informing her that there was no provision in the law for an appeals process and that the Board could only recommend that she retake the essay portion of the examination at the next designated 2002 site. Mr. Salmen also invited her to attend next Education Committee if she wanted to present additional information. Mr. Salmen has not heard anything further from her. (Letter filed with the minutes.)

Renewal of NEHA Contract – Mr. Donnie McFall had reviewed the new NEHA contract and presented it to the Board for approval. There is still a \$99.00 charge for the test. The contract would be in effect for 2 years. Mr. Salmen will sign the contract and send back to NEHA. **Board Action: A motion was made by Malcolm Blalock and seconded by Terry Pierce to renew the NEHA contract. All votes affirmative.**

Request from Stanley Herndon, Intern to obtain his RS in the one year period rather than wait the two-year period. Mr. Herndon requested that his experience at Hardee's Food System count toward his experience. Mr. Salem shared a letter from Mr. Herndon that was sent to Mrs. Bishop. Mr. Salmen had also talked with Mr. Herndon informing him that more documentation would be needed. There was no job description. It was the consensus of the Board to deny this request because there was not enough documentation at this time Mr. Salmen will write Mr. Herndon a letter informing him of the Board's decision.

Request from Jerry Stimpson for the Board to waiver 30 minutes of continuing education to renew his 2002 RS Status. Mr. Stimpson had completed only 14.5 hrs. continuing education in 2001. It was the consensus of the Board that if we did it for one sanitarian, we would have to do it for others. **Board Action: A motion was made by Terry Pierce and seconded by William Pierce to deny the request. All votes affirmative.** Mr. Salmen will write Mr. Stimpson a letter informing him of the Board's decision.

Continuing Education Requests

Board Action: A motion was made by Donnie McFall and seconded by Malcolm Blalock to approve the following Continuing Education Requests. All votes affirmative

- (1) Chemical & Bioterrorism Preparedness Workshop, Cornelius, 1/24 - **7.5 hrs.**
- (2) Children's Environmental Health Information Resources – Satellite, 1/31 – **2 hrs.**
- (3) Developing "Real World" Skills & Tools/ Shoestring Budget, Raleigh, 1/31-2/1 – **4.5 hrs.**
- (4) Lead Safe Work Practice Class, New Bern, 1/16 – each month through Dec. 13 – **5.25 hrs**
- (5) Medical Responses to Weapons of Mass Destruction, Greensboro, 1/25 – **7.25 hrs.**
- (6) Mid-Atlantic Mosquito Control Conference, Baltimore, MD, 1/21-23- **9.5hrs.**
- (7) Serving Safe Food, Asheville, 2/19-2/20, 4/23-4/24, 6/18-6/19 – **13.25 hrs.**
- (8) Urban Sprawl: "What's Health Got to Do With It?" – Satellite – 1/18 – **1 hr.**
- (9) Wastewater I & II, Beaufort, 1/7 – 3/23 – **15 hrs.**
- (10) Swimming Pool Spa Operators Courses (Official) – State of N.C., 3/6-3/7 & other dates as stated, Hendersonville, etc. – **13.25 hrs.**
- (11) Wetland Soils, Raleigh, courses by Internet, begins 1/7 – **15 hrs.**
- (12) Soil Science Society – (45th Annual Meeting), Raleigh, 1/15-16 – **12 hrs.**

Additional Continuing Education Hours Requested:

- (13) Bioterrorism Exercise, Durham, etc., 1/22 – **4.75 hrs.**
- (14) Carolina Assoc./Food Protection, Charlotte, 3/14-3/15 – **6 hrs.**
- (15) Bioterrorism Response Plan Teleconference – 1/28 – **2.5 hrs.**

Centralized Intern Training – (CIT)

Mr. Blalock read a memo from Anna Dean asking what parts of CIT training would count toward continuing education hours. CIT training is offered in three modules. Modules are always 15 plus hours. Questions have been asked about a person taking part of a module (2 to 3 hrs) and getting continuing education credit. Ms. Dean was asking for some guidance from this board. Board members discussed. It was the consensus of the group that an entire topical area would need to be completed including the exam in order to receive continuing education hours. Dennis Salmen will write a letter to Anna Dean informing her of the Board's decision.

Mr. Blalock also shared some information on policies and procedures regarding CIT training for non-health department employees. Some of the requirements are that there needs to be space available, they have to pay for their own travel costs and must shadow an environmental health specialist from the local health department. We have recently had a request from an individual that could not get a health department to shadow him. Health Departments are not obligated to do this at this time. Mr. Blalock commented that we

will probably have more requests of this type in the future. Board members discussed. It would be beneficial if health departments were informed ahead of time of these circumstances.

Web Site - Malcolm Blalock

Rodney Long has been contacted to host a WEB site for the Board. Mr. Blalock would propose letting Mr. Long put some things together for us and then present back to the Board. Listed are some of the items Mr. Blalock would like to see posted on the WEB – Minutes, Law, Rules, Policies that have been adopted, Directory, Board Members (phone numbers & address) and Exam Dates. Other suggestions – People who have passed the exam, Intern Forms, Continuing Education, etc. Links – DENR, NEHA, SOP, Office of State Personnel, etc. Mr. Blalock feels this will not be a high cost to us. Mr. Blalock will continue to work with Mr. Long on the WEB site.

Environmental Health Law - Dennis Salmen brought up a question regarding the 4 year requirement of completing the Public Health Law course. He had a question from an employee of where the date starts from - his first date of employment or second date of employment (for those who have had a lapse in employment). The Board discussed.

BOARD ACTION: Mr. Blalock made a motion, seconded by Terry Pierce that the date to have completed the Public Health Law Course would be four years from the date of continuous current employment. All votes affirmative.

Intern Applications for Approval

Board Action: A motion was made by Terry Pierce and seconded by Donnie McFall to approve the following intern applications for Daniel Deel, Kenneth Green, William Woodard, Dustin Edwards and Patrick Mitchell and pending applications upon approval of transcripts for Willie Outlaw, Mark Cranford and Chad Kiester. All votes affirmative.

<u>Intern</u>	<u>County</u>	<u>Employment Degree</u>	<u>University</u>
Daniel Deel	Forsyth	BS Env. Sciences	Va. Tech
Kenneth Green	Forsyth	BS Geog./Env. Health Studies	East Carolina Univ.
William Woodard	Wake	BS Biology	Old Dominion
Dustin Edwards	Craven	BA Env. Science	Va. Polytechnic Inst.
Patrick Mitchell	Iredell	BS Science	Western Carolina

Pending Transcript

Willie Outlaw	Mecklenburg	BS Biology	S.C. State Univ.
(Transcript was not sent to me from College – asked for another one)			
Mark Cranford	Union	BA Biology	Appalachian State
Chad Kiester	Union	BA Env. Science	Clarion Univ.-PA

Adjourn

There being no further business, the meeting was adjourned.

Respectfully submitted,

Malcolm Blalock
Secretary Treasurer

Approved_____

