

National Capital Area Environmental Health Association

Board Meeting Agenda

March 1, 2010

1:00-2:00P.M.

Conference call: 1-866-305-2467

Pass code: 581851

Agenda Items:

1. Call to Order—Chris Gordon, 1:10pm
2. Approval of Minutes—Shannon McKeon (February 1 meeting)
 - a. Minutes approved.
3. Additions/Adoptions to the Agenda—Chris Gordon
 - a. None.
4. Treasurer's Report—Sarah Chi
 - a. Report
 - Beginning Balance: **\$12,119.85**
 - Expenditures: \$135.00 – Billy Lee (Refund – REHS exam fee)
 - Income: None
 - Ending Balance: **\$11,984.85**
 - Scholarship fund: \$1,976.00 **figure included in ending balance*
 - b. Continuing status of 501C-3 application for federal tax id #
 - i. Deferred to next meeting
5. New Business:
 - a. Update on creation of NCAEHA banner-final selection and authorization (Kris Wallace)
 - i. The vinyl banner has been selected. Kris needs a usable logo and NCAEHA font selection to submit to the company. The banner will be created in time for the next conference.
 - b. Spring Conference—lead Marion Allen
 - i. Date—Thursday, April 29, 2010
 - ii. Location—CFSSAN in College Park, MD (Metro Green Line)
 - iii. Speakers
 1. Welford Roberts- Keynote
 2. Zaida Figueroa—past scholarship winner
 3. Bob Custard—dog dining
 4. Chris Gordon- Aquatic Inspection Results
 5. Jason Bashura- An exercise in a box

6. Kathleen Cheeseman- FDA Reportable Food Registry
 7. Retail Food & Cooperative Program Staff – FDA
Baseline Results on Foodborne Illness Risk Factors
 8. Maryland HD Update- still needs to be confirmed
- iv. Agenda for posting online
 1. A draft will be sent by the end of the week.
- c. Publication of Spring Newsletter—Allison Lippert
 - i. Deadline is March 30, 2010
 - ii. Allison has received newsletter templates from the previous editor.
 - iii. Allison recently attended a training (National Food Protection Training Institute) and will solicit articles from the participants.
 - d. 2010 Elections Timeline (Chris Gordon)
 - i. Update on Nominations Committee Activity
 1. Vicki Griffith nominated for the President
 2. Kristin Garcia and Arian Gibson nominated for the Vice President of Programs
 3. Shannon McKeon nominated for the Vice President of Professional Advancement
 4. Nominations will be forwarded to the Board after the nomination deadline.
 5. Shannon McKeon will send an email to the candidates requesting a blurb about themselves to be included on the ballot.
 - e. NCAEHA representation at 2010 NEHA Annual Education Conference—scheduled for June 6-9 (Chris Gordon)
 - i. Current price is \$625 for nonmembers, \$499 for members—increases after May 14
 - ii. It was voted upon and Vicki Griffith was selected to represent NCAEHA at the AEC.
6. Next Board Meeting: April 6, 1-2PM—conference call