

New Mexico Environmental Health Association
Meeting Minutes
April 16, 2013

Location: Indian Health Service
801 Vassar Drive N.E., Building 22
Albuquerque, New Mexico 87106

Present: Jeff Dickson, Bob Bates, Debra Grabowski, Esme Donato, Shannon BlueEyes, Michael Broussard, Lucas Tafoya, Joe Anguiano

Jeff Dickson called the meeting to order at 10:00 AM

1. March Meeting Minutes

The March meeting minutes had been sent to the Board members via email and the changes that were received were incorporated. There were no additional changes offered at this meeting.

2. Financial Report

Checking Account Balance - \$7663.80
Savings Account Balance - \$7666.71

3. Activity Matrix

a. No updates at this time

4. Vector Control Conference

- a. Vendor payment – Mike Nichols paid registration of 157.95 and also donated \$300.00 for a sponsorship, is this payment coming up correctly on the website, Bob indicated that he had already put the payment in the system, for a vendor the + sign can be hit to add an extra line on which the sponsorship payment can be recorded
- b. Shannon will have secured all of the door prizes, such as movie gift cards, etc., by April 19, Lucas will bring tickets for the drawings, Bob gave Shannon a check for \$100.00
- c. five vendors have registered but some just sent in the 157.95 registration fee, so far ADAPCO is the only company that has paid extra for a sponsorship
- d. Bob reported a problem with the financial side of the website in that some people registered early to get the lower rate but then paid late and there is no way to reflect the higher rate owed
- e. Ted Brown submitted a note saying that Elizabeth Hatton authorized him to attend at no charge, Lucas will check into this
- f. Eleven individuals still need to pay
- g. Joe and Bob will help with registration, Lucas will be there also, registration will start at 7:30
- h. Lucas will get an agenda to Hotel Albuquerque so they will know when to schedule the food deliveries
- i. Walk-ins will be accepted, they will need to pay full price, Esme will put out 20 registration forms
- j. Lucas will do the introductions and give a 2 minute explanation of the purpose of NMEHA
- k. Bob will bring some change for those who pay with cash

- l. Registrants will be provided information on the discount they will receive on next year's registration if they become a member
- m. Getting vector people to become members will make the conference more sustainable
- n. A vendor business membership category could be developed
- o. Bernalillo County vector staff will be members
- p. Perhaps in the future a subcommittee could organize the Vector conference

5. FDA Course

- a. The pre-requisite courses are important
- b. Esme will send an automatic notice to link to the courses on the confirmation email
- c. Jeff has completed the checklist for this year's conference and forwarded it to Steve Zappe

7. Annual Conference

- a. The Hotel Albuquerque is the best bet for training in the future, but NMEHA will not do a room package again
- b. The price can come down substantially if more than one conference at a time is negotiated
- c. The South Broadway Cultural Center needs a lot of advance notice if future trainings will be held there
- d. Glo Germ wants to be a sponsor
- e. Speakers and topics are being solicited
- f. For help in organizing the conference a list of achievable tasks should be developed and people can be called to take a role
- g. Michael suggested that sections of the conference could be assigned to each agency, which would result in each agency being responsible for securing approximately 2 speakers each, the agency could have their staff members present or they could get an external speaker
- h. Suggested topics include:
 - i. Food Code updates,
 - ii. Drought – including county well monitoring program, increases in pollen and dust
 - iii. Disaster preparedness,
 - iv. Horsemeat,
 - v. Public relations between the inspector and the establishment,
 - vi. Grading of establishments, using public health statistics to drive decision making processes, ie. Using CDC data to determine the effectiveness of a food safety program and to determine if the programs are making improvements and changing behaviors,
 - vii. Air
 - viii. Sunland peanut case
 - ix. Farmer's Markets – this topic would need to be carefully structured, possibly a panel format with a moderator who would have a pre-screened list of questions, a strong moderator would have to keep control of the discussion, questions from the audience would have to be submitted in advance and will be screened, Participants could include industry, BernCo, COA, NMED, possibly IHS although IHS cannot speak for the Tribes, market managers, local growers, NM Organic Commodities Commission, Farmer's Market Association, the panel should be industry heavy, IHS should be left off of the list perhaps, at the next meeting more specifics can be given on the panel and questions
 - x. Food Defense Alliance
 - xi. Health Care Facility vulnerability analysis
 - xii. Model Aquatic Health Code, State pool ordinance revision, ADA pool accessibility

8. Annual NEHA Conference

- a. Jeff is in the process of getting the paperwork and approvals for IHS to pay for his registration to NEHA
- b. Jeff is planning on attending
- c. NMEHA would have to pay for the travel and per diem
- d. There are 3-4 meetings the President should attend

9. Structure of the Board

- a. Perhaps the NMEHA President could come from a different agency each year
- b. Each agency could have an assigned number of Board members
- c. Skill specific people are needed to do certain tasks
- d. There might be an increased level of shared decision making and sustainability if each agency is represented

10. General Discussion

- a. The website is based on a person so payment and membership linkages need to be formalized
- b. When people pay for a conference and pay at the non-member rate they need to convert to membership, a process is needed to convert non-members to members, also a mechanism needs to be in place if a person wants to pay for another person's registration
- c. The organization is at a precipice of advancement or we can just continue putting on trainings
- d. Southwest Cyberport can provide generic email addresses such as Treasurer@nmeha.org
- e. Jeff created a page so people can vote online, people must put in an email address, people with administrator level access could see how other people voted
- f. Members should be invited to the meetings, they probably would not attend if there is not a topic of interest to them so an agenda should be provided in advance
- g. Do we want NMEHA merchandise such as coffee cups, etc? Possibly if it says something cool. This will be brought up again at a later meeting.

The meeting was adjourned at 12:08 pm.