**NMEHA Monthly Board Meeting**

April 18, 2019

**Attendees**

**President:** Bart Faris **President Elect:** John Rhoderick

**Treasurer:** Travis Bowser (Absent) **Secretary:** Samuel Frank

**Board Members:** Ed Fox, Kellison Platero, Kaitlin Greenberg (Absent)

**Meeting Location:** ABQ Indian Health Center – 801 Vassar Drive NE

**Called to Order:** 11:00 AM MST

1. **Review and Approval of March 15, 2019 Minutes:** Motion to approve (John Rhoderick), motion seconded (Kellison Platero), motion passes 4 to 0.
2. **Verbal Agenda:** Motion to approve verbal agenda for today’s meeting (Sam Frank), motion seconded (John Rhoderick), motion passes 4 to 0.
3. **Vector Conference**
   * 1. Attendance
        + 100 attendees
        + 3 vendors / 3 sponsors
        + Still waiting on final invoice, which once received Treasurer will make payment
        + Still have some $ coming in from attendees
     2. Venue/Location
        + Very well liked, no major issues
        + Attendees liked being able to stay at same location that conference is being held
        + Food was good
        + IT minor issues (microphone dying and cutting in/out)
        + Networking/social went well
     3. HAZWOPPER Training
        + Not as big of a turnout as first expected (16 attendees)
        + No issues, very good class
        + Continue holding for future conferences
     4. Feedback
        + Vendors/Sponsors would like to have beverage refreshment table placed near them so they could get more traffic
        + Univar rep was willing to advertise through his contacts in El Paso for both sponsors/vendors and attendees (we would just need to get him the event info)
        + Vendor suggested/offered to partner with NMEHA, will need to look into/discuss options for this to ensure impartiality.
        + Survey monkey is being put together and will be sent out to gather more feedback from participants.
        + Have two projectors next year to make it easier for folks to see presentation
4. **NMEHA Conference**
   * 1. Dates: October 22-23rd
     2. Traceback Training
        + Possibly hold on October 21st or 24th
        + John will reach out to Holly Miller, FDA to see about availability and interest in participating.
     3. Attendance
        + Roughly 100 attendees last year
        + Anticipate 120 this year
     4. Theme
        + Keep with 8 Core Environmental Health Topic Areas for presentation topics
        + Proposed Topics and Speakers
          - **Air**: Sandra Ely, Environmental Protection Division Director, NMED
          - **Water**: UNM, Uttton Center, Adrian Oglesby
          - **Vector and Pests**: (Need to Identify)
          - **Food Safety**: NM Restaurant Association, AFDO
          - **Preparedness**: State Emergency Manager
          - **Tracking and Informatics**: NEHA
          - **Healthy Homes**: NEHA
          - **Climate Change**: NOAA
     5. Keynote Speakers
        + Want to have two keynote addresses (one each day) at this year’s conference
        + Potential Primary Keynote Speakers:
          - ABQ Mayor
          - NMED Secretary
        + Potential Secondary Keynote Speakers:
          - University President
          - Environmental Health Program Director
        + Potential Speakers
          - NM Restaurant Association
          - Private Industry
     6. Sponsors/Vendors
        + Travis and Kaitlin to start reaching out to potential vendors and sponsors ASAP
        + Utilize NMEHA members/volunteers to assist with this effort
     7. Raffle/Door Prizes
        + Need someone to go out and contact companies to acquire items
        + Small budget available out of NMEHA funds
     8. Marketing
        + Need someone to promote NMEHA conferences and events
     9. NMEHA Board member Elections
        + Promote in newsletter
5. **Subcommittee Membership Recruitment**
   * 1. Approaches
        + Reach out to interested individuals directly
        + Creation of social media accounts to recruit
        + Recruit volunteers through Listserve emails to NMEHA members
        + Need to create a need for members to entice them to join
        + Bart and Kaitlin will draft up an email to recruit volunteers
     2. Areas in need of volunteers
        + Conferences
        + Social Media
        + Promotion/Marketing
        + Scholarship
6. **Other Discussion**
   * 1. **NMEHA Board Term Limits**
        + Discussed possibility of changing bylaws to reflect longer term limits to help with continuity of organization
        + Conversation stemmed from issues/conflicts that arise from constant/frequent changeover of board members
        + 2-year term limits that would be staggered was suggested
        + Will revisit at a later date when more board members are present.
7. **Treasurer’s Report** – Travis Bowser (absent, report skipped)
8. **Secretary’s Report** – Samuel Frank (nothing new to report)
9. Adjourn 12:00 PM MST

**Next Meeting:** May 9th, 2019, 11:00-12:00pm

**Location:** ABQ Indian Health Center – 801 Vassar Drive NE