**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