



*New Mexico  
Environmental Health  
Association*

NMEHA  
P.O. Box 27176  
Albuquerque, NM 87125-7176

**NMEHA Monthly Board Meeting**

December 13, 2018

**Attendees:** Bart Faris, Kaitlin Greenberg, Travis Bowser, Kellison Platero, Samuel Frank, Shannon BlueEyes, Ed Fox (Absent)

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

**Meeting Called to Order:** 11:02 AM MST

Motion to approve November 8, 2018 Meeting Minutes (motion passes 5 to 0)

**President's Report** – Bart Faris

NMEHA By-Laws on Committees

- a. Auditing Committee:
  - a. Travis Bowser, Shannon BlueEyes, Antoinette Toya
  - b. Responsibilities will include: Review books annually within 30 days of change of President or Treasurer.
- b. Education Committee (Previously referred to as “Conference Planning Committee”):
  - a. Travis Bowser and Samuel Frank will be committee members.
  - b. Responsibilities include: quarterly newsletter (assist Professional Advancement committee), conference planning, provide educational opportunities, current topics in EH, and other info of interest to the membership.
- c. Nominating Committee:
  - a. Executive Board will be committee members.
  - b. If a vacancy exists the board has the option of holding a special election or a quorum of the Executive Board to appoint a qualified member to serve for the remainder of the unexpired term.
  - c. Current vacancy – President Elect
    - i. Nominees include: Melise Taylor, Elizabeth VinHatton
    - ii. Candidates for president elect must be an active or life member of NEHA
- d. Membership and Public Relations Committee:
  - a. Ed Fox and Julie Anderson will be committee members
  - b. Responsibilities include: arrange and publicize at least 1 membership drive per year.
    - i. Discussion included increasing membership dues
- e. Professional Advancement Committee:
  - a. Kellison Platero will be committee member

- b. Responsibilities include: shall promote the professional advancement of the membership.
  - i. Quarterly newsletter was tasked to committee
- c. Training sub-committee will be incorporated into Professional Advancement Committee.
  - i. Bart Faris and Lucas Tafoya will be training sub-committee members
  - ii. Responsibilities will include looking into trainings that NMEHA members can attend.
  - iii. HAZWOPER 8-hour refresher training to be offered pre-conference for Vector conference possibly.
- f. Awards and Scholarship Committee:
  - a. Executive Board will be committee members
  - b. Responsibilities include: Administer the awards program, including the Science Fair and the Larry J. Gordon Scholarship.
    - i. Science Fair was originally conducted at N.M. Technical University, NMEHA provided judges for the science fair with a monetary award.
- g. Special Committees – IT Committee
  - a. Kaitlin Greenberg , Shannon BlueEyes, and Cecelia Garcia will be committee members
  - b. Responsibilities will be to maintain and provide updates to NMEHA website.
    - i. Kaitlin will be POC for network issues

**Updates:**

**I.T. Subcommittee – Kaitlin Greenberg**

- Wild Apricot is the top website management software to use, there are a lot of great features available to spruce up the website.
- Motion to pay for Wild Apricot for this next year of \$970 (motion passes 5 to 0).

**Treasurer’s Report – Travis Bowser**

Checking Account Balance (Beginning/Ending):	\$5361.82
PayPal (Beginning/Ending):	\$1562.40
Total: \$6924.22	

- Action Item: Will work on getting Wild Apricot paid out for upcoming year.

**Secretary’s Report – Samuel Frank**

- No new information to report.

**Next Meeting:** January 10<sup>th</sup>, 2018 at ABQ Indian Health Center– 801 Vassar Drive NE

**Meeting Adjourned:** 12:09 PM