

# LEHA BOARD MEETING

Thursday, March 16, 2000

**LDEQ Headquarters Building, Room 4326**

## MINUTES

**1. Call to Order** – President Mike Vince called the meeting to order at 9:08 AM.

**2. Roll Call** –

Present - Michael Vince, Joan Adams, Ed Flynn, Sharon Parker, Marian Aguillard, George Gullett, Jodi Miller, Henry Graham, Joseph Pecot, Linda Gipson, and James Balsamo.

Excused - James Antoon, Walter Pichon, Susan Welch, Robert Freeman, Claude Lewis, and Bette Vidrine

Absent - Brenda Coon, Judy McCleary, Truman McDaniel

Alternates – Mary Miller (Excused) and Shan Schatzle (Present)

**3. Reading of the Minutes** – Marian Aguillard – President Vince opened the floor for discussion and asked if there were any corrections. No corrections were needed. A motion to dispense with the reading of the minutes was made by Sharon Parker and seconded by Jodi Miller. The motion passed. A motion to accept the minutes was made by Joan Adams and seconded by Sharon Parker. The motion passed and the minutes were accepted.

**4. Committee Assignments** – The committee chairperson assignments were made and are indicated below. If any members of a committee were known, their names are listed below. The total number of people required by the C&BLs to serve on a committee, including the chairperson, is indicated below under NO.

	COMMITTEE	NO.	CHAIRPERSON	MEMBERS
A	Professional Development	3	Ed Flynn	Patsy Deaville, Linda Gipson, Judy McCleary, Claudia Richard, Claude Lewis, and Sharon Parker.
B	Education & Information	3	Brenda Coon	Linda Gipson, Marian Aguillard
C	Publicity	3	Jay Pecot	Marian Aguillard, Shan Schatzle
D	Awards	3	Jodi Miller	Robert Freeman, Henry Graham
E	Resolutions	3	Joan Adams	Walter Pichon
F	Constitution & By-laws	3	Jim Balsamo	Susan Welch, Marian Aguillard
G	Finance	3	George Gullett	Shan Schatzle, Claude Lewis
H	Nominating	4	Sharon Parker	Roger Gingles, Joan Adams
I	Membership	3	Judy McCleary	George Gullett, Shan Schatzle
J	Web Update (Ad Hoc)		Sharon Parker	Marian Aguillard, Rene Mire

**5. Treasurer's and Finance Committee Report** – George Gullett – The report was distributed. A copy is attached to these minutes. We have already received \$1000.00 from LCA to sponsor the 2001 conference. Workshop was a real success and we even cleared a little money on it. The projected remaining expenses for the upcoming NEHA conference is about \$1600. We have 186 current members. This includes 13 new members during the past year. Our membership is down significantly from the 211 members we had at this time last year. The Awards Professional Development committees requested sorted membership lists from George. A motion to accept the report was made by Marian Aguillard and seconded by Linda Gipson. The motion passed and the Treasurer's report was accepted.

**6. Old Business** –

A. Web Update - Mike Vince – There is a scholarships registry available on the web where we can register our scholarships and possibly provide a link to our web page for potential recipients. We need all the pictures from the 2000 conference so they can be placed on the Web site. Mike is storing the crate with the leftovers from the conference mixer. George will send the e-mail addresses from the membership renewals to Sharon to help in sending out Newsletters and such. Matt Vince is requesting that we send in pictures or anything else that we want on the web site. Sharon will be the point of contact for this.

B. Professional Development – Joan Adams and committee – The 2000 conference was a real success, especially the pre-conference workshop. Joan has a few thank you notes left to send to the speakers. Joan will be sending the evaluations and assorted address lists to Ed for use in the 2001 conference planning. George will send the 2000 conference attendance list to Ed. The 2001 conference committee would like to target the conference more towards the membership if possible.

C. Awards - Ed Flynn – Ed thanked Jodi and Robert for making this such a successful year. Ed will be turning everything over to Jodi. The winners from the 2000 conference will be published in the next newsletter.

D. Education & Information - Linda Gipson - The committee hopes to get started on the coloring book again soon. We need to get our item for the NEHA silent auction ready. Jodi has suggested an autographed basketball from John Bradley. Joan has suggested a practice jersey would be nice to go along with the ball if we can get it. Linda will write a letter for Mike's signature to send to John explaining that the money raised goes into a scholarship fund. NEHA got \$65 for the basket we sent to the auction last year.

E. Constitution & By-laws - Jim Balsamo - The latest revision was sent out and incorporated the January amendments.

F. Nominating – Sharon Parker – The big issue for next year will be replacing George since he will be retiring.

G. Membership - Judy McCleary - See Treasurer's report.

H. Resolutions - Walter Pichon - Marian reported that the Proclamation and Resolutions have been sent to the appropriate person at NEHA. The Board would like to send copies of them to the Governor also. Marian will provide a letter for Mike's signature transmitting them. The Board would also like to send copies of the fluoridation resolution to the City of Baton Rouge Mayor, the DHH Dental Staff head, the Louisiana Dental Association, the Louisiana Public Health Association, the Louisiana Municipal Association, the Police Jurors association, the Louisiana chapter of the American Water Works Association, and the Louisiana Rural Water Works Association. Joan and Marian will find the correct addresses and prepare a transmittal letter from Mike.

I. Publicity - Jay Pecot - Household Hazardous Waste Day is April 29<sup>th</sup> 8:00 AM – 12:00 PM, at the DEQ parking lot. Volunteers are needed. We will be providing refreshments for the workers again. Earth Day is April 16<sup>th</sup>.

J. LaELP Liaison – Jodi Miller – The program has changed its name from Louisiana Environmental Leadership Pollution Prevention Program to Louisiana Environmental Leadership Program. The nominees for the 2 awards, Community Service and Pollution Prevention, are going through the evaluation process now. The governor will be presenting the awards on April 20<sup>th</sup>.

## **7. New Business –**

A. 2001 Conference – Ed Flynn – The committee has already had two meetings. A report was distributed and is attached to these minutes. Ed wants any ideas for the conference and anyone who

wants to help is welcome to join the committee. The committee has looked at the Mardi Gras schedule and since Mardi Gras will be much later next year, the conference can be held in January without paying a premium for rooms. The committee has already sent the specifications to the New Orleans Convention and Visitor's Bureau for distribution and received numerous bids in reply. While many have declined interest in the conference because they cannot offer government rates, we have 5 hotels already which will: Le Pavilion, Doubletree, Radison, Pontchartrain, and Hampton Inn. Sharon also plans to follow up with the Hyatt and the Royal Sonesta. The committee is trying to work out two pre-conference workshops. One would be a repeat of Keith Fulton's Risk workshop and the other would possibly be presented by Tulane. One possibility is a one-day workshop on environmental terrorism. Ed will be sending out early notices as soon as the hotel and dates are fixed. Ed would like to get a proposal from the sanitarians on what they could support in the way of a "day only" registration package. George asked the committee to please be sure to return to our practice of giving members a lower registration fee and also supported the late fee arrangement used this past year. It would be good if the late fee was more than \$10, perhaps \$15 or \$20, to really encourage early registration. George also requested that the registration form provide a membership enrollment opportunity.

B. Safe Drinking Water Coalition – Mike Vince – Does anyone know how we got to be associates of this organization? It was suggested that Mike contact Sidney Becnel about this.

C. Educational Workshops – The education committee will contact NEHA to see if they have any seminars available for the fall. If so, we will try to have a workshop.

D. NEHA Officers – Sharon Parker – We have endorsed Jim Balsamo for 2<sup>nd</sup> vice president of the 2001 NEHA Board. Joan and Mike will be attending the NEHA conference in Denver this year.

E. 2002 Conference – Ed Flynn – Ed would like to be able to advertise the next LEHA conference at the current conference. The dates, city and potential conference facility would need to be established. Perhaps we could have a pre-planning ad hoc committee to set this up. The Board discussed this and really liked the idea of advance planning for our conferences. Ed Flynn moved that an Ad Hoc committee be appointed to pre-plan conference dates, location and facility each year so that the next year's conference could always be advertised at the current year's conference. Mike Vince and several others seconded the motion. The motion passed.

F. Board Meeting Location – Mike Vince – Walter Pichon has suggested that we change the board meeting location to a restaurant so that we might go to eat after the meeting. The suggestion was made that this should move the meeting downtown. Several people including Mike and Sharon are going to see what the options are at restaurants downtown with regard to private meeting rooms.

**8. Adjournment** – Marian Aguillard moved and Ed Flynn seconded that the meeting be adjourned. The motion passed and the meeting was adjourned.

The next meeting is May 18<sup>th</sup> from 9:00AM to 11:00 AM at the LDEQ Headquarters Building, 6<sup>th</sup> Floor Conference Room.

Respectfully submitted,

Marian Aguillard  
Secretary  
March 16, 2000