



**Louisiana Environmental Health Association  
Board Meeting Minutes  
LDHH, 6867 Blue Bonnet Blvd, Room 230  
June 26, 2002, 9:30 am**

**Call to Order**

The meeting was called to order by President Edward Flynn at 9:38am.

**Roll Call**

The roll was called and persons were noted as present or excused. See attached list.

**Reading and Approval of the Minutes**

A motion was made by Robert Freeman to dispense with the reading of the minutes and seconded by Claude Lewis. The motion carried.

**Treasurer's Report**

James presented the Treasurer's report. Board meeting refreshment expenses from the March 27, 2002, meeting were \$23.52. An internal fund transfer of \$2000, was made to the scholarship fund, as voted on by the board at the March 27, 2002, meeting. Membership dues income was \$30. Miscellaneous expenses totaling \$349.06 were paid. Expenses totaled \$372.58; income totaled \$30; and \$2,427 was noted as earmarked for the scholarship fund, for a balance of \$10,897.20.

As of April 30, 2002, the Legg-Mason account holding the Frank L. Dautreil Scholarship Fund monies shows a current market value of \$27, 939.52; a cash balance of \$3,085.29; with interest \$3.65 earned on the cash balance.

Marian Aguillard moved to accept the Treasurer's report and Paul Miller seconded the motion. The motion carried.

**Committee Reports**

- A. **Membership** – Judy McCleary was excused. Ed Flynn indicated that Judy faxed a copy of the membership brochure to Ed, and indicated that she received costs from Kinko's to reproduce the brochure. The costs to print 500 brochures using one color was quoted as \$223, and more than one color was \$964.53. There was discussion on the matter. Paul Miller volunteered to approach Kinko's as a representative of LEHA, and employee of Cleco to try to level a more favorable price for printing of the brochure. A motion was presented by Marian Aguillard and amended by Paul Miller to produce the brochure in color using the 1997 brochure as a guide, and using the standard LEHA colors for the logo and the updated text to replace the older 1997 text. Pete Romanowsky seconded the motion, and the motion carried. Marian then presented a second motion that we authorize Paul Miller and Judy McCleary to purchase 500 brochures at the lowest price available. Robert Freeman seconded the motion, and the motion carried.
- B. **Publicity** – Mary Miller, Chair and Sheila Prejean. This report will coincide with the Professional Development committee report.
- C. **Awards** – Claude Lewis, Chair and Robert Freeman. Claude indicated that the letters to the universities regarding scholarships would be printed and mailed at the end of August.

- D. **Education & Information (Newsletter)** Linda Brown abdicated her chair position. After some discussion, Marian Aguillard agreed to produce the next newsletter, and John Koury, Jr. agreed to take over as Chair for this committee. Marian Aguillard and Linda Brown agreed to stay on the committee to help. It was noted that Roger Gingles was also on the committee. Marian Aguillard asked everyone that had an article to submit to send to her ASAP but by June 28, 2002, so that she can finalize the newsletter and sent to print the week after the submittal deadline. These included Ed Flynn's Presidential Address, Jodi Miller's article for the awards presented in January, James Miller's Treasurer's Report, Walter Pichon's article addressing the upcoming conference, a call for scholarships by Claude, etc.
- E. **Constitution and By-laws** – Jim Balsamo and Susan Welch, Co-Chairs. No requests were made to change the by-laws.
- F. **Nominations** – Joan Adams, Chair. No report.
- G. **Resolution** – Marian Aguillard, Chair and Steve Aguillard. No report.
- H. **Professional Development** – Walter Pichon, Chair, Claude Lewis, Robert Freeman, Mary Miller, and Sheila Prejean. Walter told the group that the committee had secured the Holidome on Evangeline Thruway in Lafayette to hold the annual 2003 conference. The theme has been decided, "Sailing the Uncertainties of Our Environmental Future." Patsy and Claudia completed the responsibilities of ordering the food and setting up the hospitality room. Mary Miller is meeting with "Gator Cove" to schedule arrangements for the annual crawfish boil, and she contacted representatives of the City of Lafayette to welcome guests to the conference. Murray Conque, a professional speaker and Cajun humorist, will be the speaker at the luncheon on the first day. Walter also indicated that letters will be submitted to last year's sponsors. Ed commented that the earlier the better, because money will be short next year and the companies will have to budget early. He also stated that new sponsors should be sought because of the expected budget crunch. Walter also mentioned that the budget has not been finalized.

Marian presented a motion that was amended by Claude Lewis, then Ed Flynn, and later by Jodi Miller, which when finalized, stated that the Board authorize a maximum expenditure of \$2000 specifically directed to pay for conference costs. Claude seconded the motion, and the motion carried.

### Adhoc Committee Reports

**Louisiana Environmental Health Association** – Henry Graham, Chair. Henry was excused and not able to attend, however, Jodi Miller reported that his office had e-mailed to report that the Governor's awards are scheduled for Wednesday, July 10, 2002, at 2:00pm in the State Capitol Press Room (4<sup>th</sup> floor).

**Web Report** – Jodi Miller. Jodi reported that she had submitted the new Board of Directors list to Matt Vince and he had replaced the old list with the updated list.

In addition, Marian Aguillard indicated that she had submitted about 70 megabytes of pictures for a photo album of the 2002 conference to Matthew Vince to add to the web page, as well as some of presentations from the 2002 Conference for the Proceedings, a new banner noting the hotel and location of the 2003 conference and a scanned copy of the Holidome brochure.

### Old Business

None

## **New Business**

- A. Jim talked about the Association of Food and Drug Officials (AFDO) Symposium on Food Bio-Security, he recently attended. He said that there were a few good speakers that we may want to ask to talk at our upcoming conference. He indicated that there were topics on how to inspect imports; hi-jacking of domestic food supplies where food is captured, contaminated, and then returned; contamination of crops in the fields; etc. Jim indicated that the biggest worry is food services, and not contamination of the nation's water supply. The Department of Agriculture is making the food companies responsible to police their own food supplies.
- B. NEHA meeting in Minneapolis. Ed indicated that he wasn't going to the conference. Jim indicated that he could not vote for Louisiana because he was on the NEHA Board. He went over the NEHA Delegate agenda, and indicated that someone should try to go. Marian acknowledged that she hadn't planned to go, but will try to make arrangements although it was short notice. It was also noted that no one had received the NEHA delegate packet, but maybe Joan had. James Miller mentioned that he had not received anything from NEHA in the LEHA Post Office Box, and that the president's address should be the official LEHA Post Office Box. It was agreed, and Jodi Miller indicated that she would send an updated list of the Board with the mailing address as the official LEHA Post Office Box to NEHA. It was also noted that no one took care of obtaining anything for the NEHA silent auction, but that it was too late now.
- C. Ed Flynn indicated that someone should be responsible to keep the LEHA Board abreast of activities of NEHA, including information on the conference, silent auction, etc. He proposed that the President-Elect retain those duties. There was some discussion as to whether the addition of these duties needed a by-laws change, and it was determined that it did. However, in the interim, the President-Elect would cover those duties. Ed also told Jodi to add the NEHA update to the agenda for the next meeting.
- D. Jim also mentioned that NEHA is awarding an all expense indoor opportunity in Washington, D.C. on August 8-10, 2002. For more information, please see the NEHA web page.

## **Next Board Meeting**

Ed Flynn indicated that the next LEHA Board meeting was scheduled for September 18, 2002, at LDEQ, Maynard Ketchum Building, Room 347, in Baton Rouge.

## **Adjournment**

Robert Freeman moved to adjourn, Walter Pichon seconded, and the motion carried. The meeting ended at 11:55am.