



## Louisiana Environmental Health Association Board Meeting Agenda

**Location: Bill, Harris Deville & Associates, 521 Laurel, Baton Rouge, LA**  
**Alternate locations: Indian Affairs (Opel) and SERO (Harahan)**  
**December 1, 2008**

**Call to Order:** 1:05 pm

Due to the resignation by James Miller, the meeting was called to order by President-Elect Jeff Jackson, taking over as president for the remainder of James' term.

**Roll Call:** Jodi Miller, Secretary.

Those present were: Henry Graham, Holly Herrmann, Jeff Jackson, John Koury, Jr., Judy McCleary, Jodi Miller, Nathan Mills, Sharon Parker, Claudia Richard, Pete Romanowsky, Bill Schramm, Beverly Smiley, Jessica Schwarz, Tammy Toups, Carol Petranek, and Susan Welch.

Those excused were: Steve Aguillard, Terry Bonnette, Jason Fontenot, Chris Mayeux, and Jennifer Pelloat.

**Treasurer's Report:** None

**Committee reports** are as follows:

- A. **Membership** – Jessica Schwarz, Chair (Chris Mayeux, Jodi Miller, Carol Petranek, Jason Fontenot). Jessica indicated that she was waiting for a membership list. Jodi indicated that she would get with Chris & forward to her, both mailing and email addresses.  
**Action Item\* (Completed on 12/2/08): Submitted to the LEHA Board electronically.**
- B. **Publicity** – Beverly Smiley, Chair (Sharon Parker, Bill Schramm). Beverly mentioned that press releases would be submitted for the LEHA conference in several newspapers and other business report papers, such as the Business Report, The Advocate LCA, LABI, etc.  
**Action Item\* (To be completed as soon as new items are added to the brochure, and closer to the conference dates.)**
- C. **Awards** – Claudia Richard, Chair (Jennifer Pelloat, Jodi Miller). Claudia announced that Sharon Parker had been voted unanimously by the LEHA Board to receive the Outstanding Environmental Professional Award. In addition, she stated that she had been contacted by a graduate student from McNeese State University and that she had received a letter from one of the professors in support of the Grad student. Board discussion resulted in extending the scholarship application for a few weeks, by not past December 31, 2008. On 12/1/08, Chris checked the mail & received ...  
**\*Action Item\* (Order plaque for Sharon and proceed with application processing for scholarships, if received.)**
- D. **Education & Information** (Newsletter) – John Koury, Chair (Monica Montero, Jodi Miller). John indicated that as soon as he gets information, the newsletter would be completed. It was determined through Board discussion that this would be done after the 2009 conference.  
**Action Item\* (Proceed with the newsletter in 2009, after the conference)**
- E. **Constitution & Bylaws** – Susan Welch, Chair (Jim Balsamo, Bill Schramm). Nothing new to report. It was discussed that we look at the number of types of membership and possibly slim down that number, it was determined that it would be added to the Conference General Business Meeting and discussed with the general membership. In the meantime, the Board should review these types of membership in the Constitution and By-laws.  
**Action Item\* ( To be completed at the General Business Meeting)**

- F. **Nominations** – Steve Aguillard, Chair (Henry Graham, Marian Aguillard). It was mentioned that there will be vacancies on the Board for Secretary, Treasurer, Vice-President, and Board members, and that if anyone was interested in these positions, they should let the Nomination group know.  
**Action Item\*** (Develop a slate for the voting sessions of the General Business meeting)
- G. **Resolution** – Holly Herrmann, Chair (Carol Petranek, Tammy Toups). Holly mentioned that the discussion on the Environmental Health Professional Day had been tabled previously, and brought up the subject again about a resolution for next year. The result of the discussion was that the resolution had to be presented each year for the current Legislature to sign. Holly indicated that she would update the resolution and forward to Judy McCleary to bring to the new legislature next year.  
**Action Item\*** (Completed on 12/2/08): Holly submitted the 2009 resolution electronically to Judy McCleary and Henry Graham.
- H. **Professional Development** – Judy McCleary, Vice-President, Chair (Beverly Smiley, Sharon Parker, Claudia Richard, Jodi Miller, Marian Aguillard, Jeff Jackson). It was discussed that the hotel deadline to request a room was January 5, 2009, conference registration required by January 15, 2009, sponsors list and program registration form were passed out to the Board, volunteers were requested, etc.  
**Action Item\*** (Complete Sponsor lists, agenda, packets, awards insert, speakers list, voting ballots, purchase folders and name tags, equipment reservation, etc for the conference, as assigned)

#### **Adhoc Committee Reports:**

- **Louisiana Environmental Leadership Program** – Nathan Mills, Chair (Henry Graham). Nathan indicated that the EPA and LDEQ would be holding a meeting in Shreveport to talk to the businesses about waste minimization, reuse and mercury issues.
- **Web Report** – Jodi Miller, Chair. Jodi indicated that the LEHA web page was updated with the Envirothon winners of the \$300 scholarship from LEHA as well as the 2007 conference pictures and 2008 presentations. She is still working on updating the LEHA History, and will be submitting the 2008 Scholarship article soon.
- **NEHA Update** “NEHA News at <http://www.neha.org/NEHA-News.html> ” Jeff Jackson, Chair. Past President Robert Freeman was sitting in for Jeff. Robert indicated that there was no report.
- **Adhoc Committee** – Terry Bonnette, Chair (Jessica Schwarz). Native American Environmental Outreach Committee. No Report from Terry. Jessica did mention that she was working with the tribes on the “sharps program” as presented at the conference from the Safe Needles Council.

**Old Business:** \*Action Item from March\* No action.

**Old Business:** \*Action Item\* Jessica Schwarz mentioned that NEHA had venues until 2012, so if it was held in New Orleans, it would be after that time. She is interested possibly and would like to contact NEHA for further info.

**Action Item\*** Jodi will send NEHA email contact to Jessica.

Next Meeting: **January 21, 2009**  
**5:00pm prior to Wednesday reception**

Adjournment: 2:35 pm