



**Board Meeting Minutes | November 17<sup>th</sup>, 2022 | 10:00 am | Franklin Co. Public Health and Zoom**

**1) Call to Order – Steve Ruckman**

**2) Acceptance of Agenda**

Motion by: Carrie Yeager

Seconded: Mary Beth Brown

**3) Legislative Update**

a) SB 338 Update

- i) Passed 31-0 in the Senate
- ii) Dr Vanderhoff like the field survey portion

b) Additional Legislative Updates – Hicks Partners

c) OPHAB - Garrett Guillozet

- i) Lead rules 3701-32 rule review and did not recommend approval of rules which were due to definitions lead poisoning and elevated blood lead levels. ODH dropped from 5ug/dl to 3.5ug/dl which is in line with the CDC. However, they changed lead poisoning to over 10. In essence we could have more children with elevated blood lead levels from 3.5 to 10 but less children diagnosed with lead poisoning. Hospitals, housing coalition, and legal aid society had issues with the changes. Recommendation was to not approve the rules.
- ii) The October meeting was based upon health services rules. (cardiac Cath labs, medical procedures) significant changes, did get a lot of push back in the definitions, so only decided to only file part of them. They reposted 6 rules, currently open for public comment and will have them on the December 9<sup>th</sup> agenda. Expecting significant public participation at the Dec 9<sup>th</sup> meeting.

**4) Secretary's Report and Approval of September Minutes – Jeff Gibbs**

Motion by: Carrie Yeager

Seconded: Mary Beth Brown

**5) Administrative Aide's Report – Vicki Johnson**

- a) 538 Current membership totals
- b) CEU'S – Vicki needs copy from all district, must retain for 3 years
- c) Conference profit needs to be turned in for tax purposes
- d) All George Eagle money received except for Southeast

2022 MEMBERSHIPS	NORTHEAST	SOUTHWEST	SOUTHEAST	NORTHWEST	TOTAL
REGULAR	137 ( 31 )	126 ( 41 )	95 ( 30 )	81 ( 16 )	439 ( 118 )
STUDENT	2 ( 2 )	1 ( 0 )	0 ( 0 )	0 ( 0 )	3 ( 2 )
SPECIAL	0 ( 0 )	0 ( 0 )	0 ( 0 )	0 ( 0 )	0 ( 0 )
SUSTAINING	0 ( 0 )	1 ( 1 )	0 ( 0 )	0 ( 0 )	1 ( 1 )
LIFE	23 ( 0 )	14 ( 0 )	24 ( 0 )	8 ( 0 )	69 ( 0 )
<b>TOTAL 2022 MEMBERSHIP TO DATE</b>	<b>162 ( 33 )</b>	<b>142 ( 42 )</b>	<b>119 ( 30 )</b>	<b>89 ( 16 )</b>	<b>512 ( 121 )</b>

NUMBERS IN PARENTHESES ARE NEW MEMBERS IN 2022

2023 MEMBERSHIPS	NORTHEAST	SOUTHWEST	SOUTHEAST	NORTHWEST	TOTAL
REGULAR	51 ( 35 )	29 ( 18 )	16 ( 9 )	16 ( 7 )	112 ( 69 )
STUDENT	1 ( 1 )	0 ( 0 )	0 ( 0 )	0 ( 0 )	1 ( 1 )
SUSTAINING	0 ( 0 )	1 ( 1 )	0 ( 0 )	0 ( 0 )	1 ( 1 )

NUMBERS IN PARENTHESES ARE NEW MEMBERS IN 2023



2021 MEMBERSHIPS	NORTHEAST	SOUTHWEST	SOUTHEAST	NORTHWEST	TOTAL
REGULAR	129 ( 14 )	74 ( 4 )	70 ( 11 )	64 ( 4 )	337 ( 33 )
STUDENT	2 ( 2 )	2 ( 2 )	0 ( 0 )	0 ( 0 )	4 ( 4 )
SPECIAL	0 ( 0 )	0 ( 0 )	0 ( 0 )	0 ( 0 )	0 ( 0 )
SUSTAINING	0 ( 0 )	0 ( 0 )	0 ( 0 )	1 ( 1 )	1 ( 1 )
LIFE	24 ( 0 )	11 ( 0 )	21 ( 0 )	8 ( 0 )	64 ( 0 )
<b>TOTAL 2021 MEMBERSHIP TO DATE</b>	<b>155 ( 16 )</b>	<b>87 ( 6 )</b>	<b>91 ( 11 )</b>	<b>73 ( 5 )</b>	<b>406 ( 38 )</b>

NUMBERS IN PARENTHESES ARE NEW MEMBERS IN 2021

2022 MEMBERSHIPS	NORTHEAST	SOUTHWEST	SOUTHEAST	NORTHWEST	TOTAL
REGULAR	13 ( 9 )	23 ( 15 )	3 ( 1 )	14 ( 8 )	53 ( 33 )
STUDENT	1 ( 1 )	0 ( 0 )	0 ( 0 )	0 ( 0 )	1 ( 1 )

NUMBERS IN PARENTHESES ARE NEW MEMBERS IN 2022

## 6) Old Business

- a) Membership Committee Meeting Report and Next Steps
  - i) First meeting last week, continue having additional meetings. Professional membership in budget. Steve is asking for volunteers to participate in the committee.
  - ii) Currently developing action steps for the committee to help guide and direct the committee
  - iii) Looking for grant funding to assist, Eric has offered some staff support to assist
  - iv) Next meeting is scheduled for December 15<sup>th</sup>, Steve is requesting members to volunteer to be a part of the new committee
- b) Zoom Account Update
  - i) Any board member or technical committee that needs access to the zoom account contact Steve and he will share the account info
- c) District Treasurer Meeting Report
  - i) See Treasurers report below from Eric

## 7) New Business

- a) 2023-24 Draft Budget (Copy to be emailed as a separate attachment)
- b) Getting Help and Guidance for Operators from ODH/ODA – Matt Tyler
  - i) Variance request from operators, asking for input from LHD that are in need of assistance to get these request reviewed by ODH or ODA
- c) REHSIT Book Purchase for the class at AEC
  - i) Currently in need of updated NEHA books for the classes
  - ii) Requesting a number on how many do we need to purchase. Requesting that a NEHA member purchase to get the discounted price.

## 8) President's Report – Steve Ruckman

- a) SB 338 – spending a lot of time meeting with partners
- b) Steve wanted to thank all the external partners and OEHA members for their support



**9) Vice President's Report – Matt Tyler**

- a) Getting close to full agenda for spring conference, received about half the speaker forms
- b) Blocked off 3 or 4 sessions for the leadership track, it is being reviewed
- c) Plan is to meet again in December and should have the agenda full by then
- d) Looking to get out to members in February for OEHA members review
- e) Topic for AEC to possibly have Tony and Eric from Hicks Partners present on SB 338

**10) Treasurer's Report – Eric Zgodzinski**

**Update on Issues and Work**

- We now have a Business Zoom Link that can be used for any OEHA function. This is a yearly subscription.
- 90% of issues related to electronic banking have been resolved. However, two districts still need access to electronic corporate banking. Tokens are being sought to allow access.
- Quicken is now able to be synced with all OEHA accounts.
- Exploring securing a Business Venmo as another avenue to conduct fiscal business. Several issues may pose concerns such as security and fraud but we should attempt to mitigate risks and reduce liability for OEHA so Venmo can be utilized by our membership.
- Spoke with our insurance agent and we are current and under policy.
- Worked on the Draft 2023 budget. (Discussion Below)

**OEHA Fund Balances**

The table below is a depiction of OEHA Accounts as of 11/08/22. OEHA has a grand total of \$162,699.17. In our Huntington Bank accounts, we have \$96,893.01 and in our Credit Union Account, we currently have \$65,806.16. Please note over \$34,000.00 is within our district accounts.

Over the last two months, I have transferred \$2,000.00 from our Huntington Savings Account and \$4,000.00 from OEHA's Credit Union Account. This was to ensure coverage of incoming expenses and to leave a safety net in case of unknown bills. I look to replace the Credit Union funds that were transferred to OEHA Checking of \$4,000.00 within the next 90 days. The transfer is contingent on available funds.

**Account Balances as of 11/08/22**

<u>Account Number</u>	<u>Account Nickname</u>	<u>Ledger Balance</u>
8144	Northwest District	\$488.81
2099	Southwest District	\$16,672.80
3686	Northeast District	\$9,364.04
4547	MMA	\$36,094.66
7353	Merchant Checking	\$4,624.50
3260	State Primary Checking	\$11,043.66
2902	Southeast District	\$9,827.00



# OEHA

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7339	George Eagle Savings	\$3,865.72
7371	OEHA Primary Savings	\$4,911.82
<b>Total</b>		<b>\$96,893.01</b>

EZ Club 31		\$16,107.75
Non-Prof	-\$4,000.00	\$49,698.41
<b>Total</b>		<b>\$65,806.16</b>

Grand Total **\$162,699.00**

**2023 Proposed Budget (below)**

**Revenue**

The proposed budget is similar to 2022 in most categories. However, the yellow highlights are different from the 2022 Budget. There was an increase of \$5,000 to the Reg Dues Income, while Professional Development was \$0.00 for 2022 but in anticipation of grant, dollars are increased to \$20,000.00. Also, in anticipation of ODH grant dollars advertising was \$0.00 in 2022 and is proposed to increase to \$10,000.00 while the website is projected to be \$6,000.00 from 0.00 in 2022 and is also contingent on grant funding from ODH. \$4,000.00 will be transferred from the Huntington Account into the Credit Union Savings Account. It is anticipated that the total income for 2023 will be \$123,512.00. Please note an increase from the proposed 2022 budget of \$78,512.00 to \$123,512.00 is due to a slight increase in dues and the projected income from an ODH workforce development grant.

**Expenses**

Misc. line item went from \$100.00 to \$4100.00 Misc. due to the transfer back to 717 Credit Union, awards budget was reduced by \$165.00 dollars to \$3,000.00, bank fees went from \$25.00 to \$200.00 while the website was \$0.00 in 2022 and increased to \$6,000.00, professional development was \$0.00 and will be projected at \$20,000.00. Both SE & SW Districts were increased from \$1,000.00 to \$1,500.00. The increase in expenditure is mainly due to the projected expenditure from an ODH Workforce Grant and the transfer of \$4,000.00 back to the 717 Credit Union Savings Account.

The Balance/Loss is projected to be (positive) \$1,261.50 by 01/24/24 for the 2023 budget.

	<b><u>2023 Proposed Budget</u></b>		<b><u>2023 Proposed Budget</u></b>
<b><u>Revenue</u></b>		<b><u>Expenses</u></b>	
IA-1 Reg Dues	\$20,000.00	DA-1 BOARD EXP	
IA-2 Student Dues	\$60.00	DA-2- PRESFUND	
IA-4 Sustaining	\$0.00	DA-2-2 TRAVEL	
IA-5 Misc. Income	\$0.00	DA-3 NEHA DELEGATE	(2,000.00)
IA-6 OEHA Pins		DA-4 MISC	(4,100.00)
IA-7 Sponsorship		DA-5 PH DAY	
IA-8 Merchant Fees	\$800.00	DA-6 INSURANCE	(925.00)
IB-1 NE Income	\$4,750.00	DA-7 BANK FEES	(200.00)
IB-2 NW Income		DB-1 ADMIN AIDE	(11,250.00)
IB-3 SE Income	\$900.00	DB 2-1 TREASURER EXP	(1,500.00)
IB-4 SW Income		DB 2-2 TELEPHONE	(500.00)
IC-1 AEC Income	\$44,500.00	DB 2-3 MILEAGE	(400.00)



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IC-1-1 AEC Golf Outing		DB-3 OFFICE SUPPLIES	(125.00)
IC-2 Professional Development	\$20,000.00	DB-4 PRINTING	(100.00)
IC-3 Reg. Training		DB-5 POSTAGE	(125.00)
ID-1 Advertising	\$10,000.00	DB-6 OFF EQUIP	(100.00)
ID-1-2 Jour Sub	\$0.00	DB-7 ADVERTISING	
ID-2 Exhibits	\$10,300.00	DB-8 PROFESSIONAL OEHA PINS	
IF-1-1 OEHA Prime CD Interest	\$500.00	DB-9 STRATEGIC	
IF-2 OEHA Saving Interest	\$1.00	DC-1NE DISTRICT	\$0.00
IF-3 GEMS Saving Interest	\$1.00	DC-2NW DISTRICT	\$0.00
IF-4 GEMS CD	\$0.00	DC-3 SE DISTRICT	\$0.00
IF-5 Money Market Interest	\$25.00	DC-4 SW DISTRICT	\$0.00
IF_717	\$25.00	DD-1 AWARDS	(\$3,000.00)
IG-1 George Eagle Donations	\$850.00	DD-10 NEHA VP	
IG-1-1 OSU Scholarship	\$0.00	DD-11 RECRUIT	
IG-1-2 KSU UNIVERSITY SCHOLARSHIP	\$0.00	DD-4 PUB AFFAIRS	
IG-1-3 IW UNIVERSITY SCHOLARSHIP	\$0.00	DD-5-2 SUBSCRIPT	
IG-1-5 Website	\$6,000.00	DD-5-1 SPEC ASST (LOBBYIST)	(\$24,000.00)
IG-1-4 UNIVERSITY SCHOLARSHIP		DD-6 GE SCHOLARSHIP	(\$4,000.00)
IG_1-5 Findley University	\$0.00	DD-6-1 OSU SCHOLARSHIP	\$0.00
IG-2 Transfer in GE Savings	\$0.00	DD-6-2 KSU SCHOLARSHIP	\$0.00
IG-3 Field Guide		DD-6-6 FINDLEY SCHOLARSHIP	\$0.00
IG-4 Transfer in Prime Savings	\$4,000.00	DD-6-4 UNIVERSITY SCHOLARSHIP	
IH-1 National Scholarships		DD-6-5 GE TRANSFER TO SAVINGS	\$0.00
IH-1 National Scholarships	\$0.00	DD-7 PUBLICATION	\$0.00
IJ-1 Combined Conference	\$800.00	DD-8 WEBSITE	(\$6,000.00)
IR-1 Refund	\$0.00	DD-9 FIELD GUIDES	
		DE-13 PROFESSIONAL DEVELOPMENT & SIT	(\$20,000.00)
<b>TOTAL REVENUE</b>	<b>\$123,512.00</b>	DE-14 RS PROMO	
		DE-15 ARCHIVES	(\$700.00)
		DE-2 EXHIBITS	(\$1,960.00)
		DE-2-1 EXHIBITS - NE DISTRICT	(\$1,500.00)
<b>TOTAL REVENUE</b>	<b>\$123,512.00</b>	DE-2-2 EXHIBITS - NW DISTRICT	(\$1,500.00)
<b>TOTAL EXPENSES</b>		DE-2-3 EXHIBITS - SE DISTRICT	(\$1,500.00)
<b>INCOME (LOSS)</b>		DE-2-4 EXHIBITS- SW DISTRICT	(\$1,500.00)
<b>TRANSFER FROM OEHA SAVINGS</b>		DE-6-1 AEC GOLF OUTING	
Transfer to George Eagle		DE-6 AEC EXPENSE	(\$33,060.00)
Transfer to Savings		DF-1 CONF. SCHOLARSHIPS (Holbert)	



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<b>BALANCE/LOSS</b>	<b>\$1,261.50</b>	DF-2 RS BOARD TRAINING FEE	<b>(\$30.50)</b>
		DF-5 STATE FILING FEE	<b>(\$25.00)</b>
		DF-3 JLEC FILING FEE	<b>(\$150.00)</b>
		DF-4 OPHA PARTNERSHIP	\$0.00
		DM-1 MEMBERSHIP COMMITTEE	\$0.00
		DL-1 LEGAL SERVICES	\$0.00
		DS-1 TRANSFER TO PRIME SAVINGS	\$0.00
		DS-2 TRANSFER TO GEORGE EAGLE SAVINGS	\$0.00
		DT-1 TAX PREPARATION	<b>(\$1,200.00)</b>
		DX-1 MERCHANT FEES	<b>(\$800.00)</b>
		<b>TOTAL EXPENSES</b>	<b>(\$122,250.50)</b>

## 11) District Directors Reports

- a) Northeast – Rebecca Jewell
  - i) about 150 attendees, 33 new members, 11 exhibitors. Back to pre-covid numbers. Speaker reviews were great, everyone loved the keynote. 2023 conference tentatively scheduled for Oct 10 and 11.
- b) Northwest – Adam Schultz
  - i) Good turnout, up on numbers from previous years, 90 plus day one, day two little lower, speakers did very well, one year contract in Kalahari.
- c) Southeast – MaryBeth Brown
  - i) 45 attendees, 11 new memberships, looks like we will break even on the costs of conference
- d) Southwest – Elizabeth Dewitt
  - i) Elizabeth great turnout quite a few from OEPA attend as well, exhibitors great turnout. Waiting on check to get cashed by Sinclair? Set with Sinclair Oct 5,6 for 2023, working on closing out budget for 2022

## 12) Next Board Meeting: December 15, 2022

- a) Motion to adjourn: Mary Beth Brown      Seconded: Carrie Yeager