



# AMERICAN ACADEMY OF SANITARIANS, INC.

*Prestigious Recognition for Environmental Health Professionals*

## **American Academy of Sanitarians Board of Directors Meeting Minutes Wednesday, February 10, 2021**

### ***I. Call to Order/Roll Call***

***Collins/Roberts***

*Call to Order 4:14 pm ET*

***Roll Call:***

*Present - Collins, Radke, Moore, Roberts, Balsamo, Bradley, Finley, Powitz, Fanaselle, Murphy. Guest: Treser.*

*Absent – Samarya – Timm. Invited Guests: Dingman, Nakamura.*

*Quorum : Yes*

### ***II. Moment of Silence/Remembrance***

***Collins***

*Academy learned of the passing of Diplomate #497 Jon Jackson – a 28-year member of the Academy (Jan. 1993). Rest in Peace Diplomate Jackson.*

### ***III. Approval of Meeting Agenda***

***Collins***

*Agenda for the meeting was sent to Board members in advance of the meeting. Chair Collins inquired of anyone who would like to add to, or amend, the Agenda. No additions, amendments proposed.*

*Motion to approve by Diplomate Balsamo, second by Diplomate Bradley. Motion passed unanimously.*

### ***IV. Approval of Meeting Minutes***

***Collins***

*Minutes from Sep. 28, 2020 Annual Business Meeting and Dec. 16, 2021 Board meetings were sent with Zoom invite for this meeting. Chair Collins inquired of any changes or additions to each set Attended NEHA AEC Part I of minutes. Hearing none, the Chair*

*moved for motions to approve. Diplomate Treser indicated by Robert's Rules motions were unnecessary for approval. Both sets of minutes were then approved by the Board.*

**V. Principal Officer Reports**

**Chair Report:**

*Collins*

*Notified election participants of Board election results.  
Reviewed NEHA Race Equity RFP and AAS agreed to participate in training.  
Notified NEHA of AAS desire to participate in the AEC. (Jul. 13)  
Rewriting JEH Student's Conference Article with "virtual" slant  
Recommended Crumbine juror (Nakamura) to NACCHO.  
Created and distributed "One Pagers" for 10 Committees with Charges  
Sent emails to potential Committee participants requesting Y/N RSVP.  
Affirmed and appointed 44 of 50 Committee members.  
Coordinated w/ NEHA, EHAC & AEHAP re: DE&I training.  
Multiple emails, calls and Zoom video calls to/from Board.  
Multiple calls, emails to/from NEHA President and Executive Director.*

**Vice Chair Report:**

*Radke*

*Attended NEHA AEC Committee where NEHA Virtual AEC was discussed.  
Participated on calls and by email regarding academy business with Academy Chair.  
Participated on reviews of AAS nominations for Diplomate status with the  
Credentialing committee. Participated in review of one DLAAS nominee. Contributed  
to the ongoing conversation regarding the definition of "Sanitarian with Strategic  
Planning Committee Chair Powitz.*

**Executive Secretary Report:**

*Roberts*

*No report.*

**Past Chair Report:**

*Moore*

*No report.*

**VI. Treasurer's/Finance Report - Discussion**

*Noonan*

*Treasurer Noonan indicates more than \$110,00 in Academy assets. Some CD's maturing in the next few months and will be held in cash until Treasurer duties are transitioned.*

**VII. Old Business**

**a. Board/Committee Status – Discussion**

*Collins*

**Board:**

*Board is full complement i.e., nine (9) elected Directors in addition to the Executive Secretary. Two (2) appointed Board positions - Past Chair and Treasurer. Three (3) of ten (10) elected Directors are gender/race/ethnic minority (~30%). All elected and appointed Board members participate on one (1) or more committee(s).*

**Committees:**

*Ten (10) Committees (5 Standing, 4 Ad hoc and 1 Appointed DLAAS) were reported as staffed by the Chair. Forty-four (44) of fifty (50) committee positions were affirmed and appointed. Thirteen (13) of forty-four (44) positions appointed to date (almost 30%) are gender/race/ethnic minority.*

- b. GEHS Credential – Discussion/Action** **Treser**

*Diplomate Treser will submit summary. Action to affirm support of the Academy to be considered at the April Board meeting.*

- c. AAS/NEHA JEH Article Update – Discussion** **Bradley**

*“You Must Attend Professional Conferences – Especially Now!”  
Under reconstruction for slant on “virtual conferences”-need more info from NEHA on format and content for students to complete. Diplomate Bradley will submit feedback from the IOWA conference for citation. Submittal date is Mar. 01, 2021.*

- d. Administrative Support – Discussion/Action** **Collins**

*Chair requested direction from Board. Subsequent to significant discussion, consensus of the Board was to use the Executive secretary and Communications and Marketing committee to facilitate administrative tasks such as website updates, notices, minutes etc. In the event a specific” task is identified, e.g., overhaul of the Academy Website, the Board will consider requests. No action was taken.*

- e. NSF/AAS Display Banner – Discussion/Action** **Noonan**

*DLAAS Noonan discussed and will reach out to NSF as to whether a new banner is still on the table. DLAAS Noonan will report to the Board at the next meeting. Executive secretary DLAAS Rr. Roberts asked to be included on the outreach.*

- f. AAS/NEHA AEC/Students – Discussion** **Collins**

*Chair discussed AAS – NEHA collaboration NEHA President Sandra Long. Jonna Ashley will be the NEHA Staff Liaison for Student Activities at the AEC. A NEHA staff committee exists but no membership or Board committee has been comprised. NEHA President Long, NEHA President - Elect Roy Kroger and Jonna Ashley will be NEHA Board POC's. The Chair advised that President Long Diplomate Balsamo will continue service to the NEHA Scholarship Committee and Diplomate Brown will be the AAS/NEHA AEC liaison.*

## **VIII. New Business**

### **a. Board Director Nominees - Discussion**

**Collins**

*Chair indicated DLAAS Board member Balsamo's second term will expire at the ABM forcing an election. In addition, Chair indicated according to AAS Constitution (2006) Article V – Officers, Section 1. "The Executive Secretary shall be elected annually by a majority vote of those Directors present at the annual Directors meeting." Significant discussion followed and an attempt to hold an election at the time with a motion and second. "Action" disallowed as "out of order" by Chair. Agenda item was listed for "discussion" not "action" and because process would be managed by Nominating Committee (Chair) in accordance with the Constitution.*

### **b. Committee Assignments - Direction**

**Collins**

*Each committee (Finance, Nominating, Credentialing, Scholarship, Student and Career Advancement; Awards, DLAAS Selection, Ad hoc Strategic Planning, Ad Hoc Diversity, Equality, and Inclusion; Ad Hoc communications and marketing, Ad hoc Constitution and Bylaws) has a Chair appointed. A "one pager" describing each committee's purpose, authority and charge was provided to committee Chairs, Co-Chairs and to Diplomates who agreed to serve.*

*Chair requested Chairs review Purpose and Charge of their committee with teams and open "gates" to critical thinking, collaboration, communication and success. Chair asked committee leads to be mindful some committees may lend themselves to input or collaboration with other committees. Chair indicated input from Board members and general membership may be helpful.*

*For committee Chairs whose committee has not been fully staffed, reach out to the Chair and work on filling vacancies.*

- c. *NEHA/AEC - Discussion* *Radke*

*DLAAS Vice Chair Radke will provide written comments.*

- d. *Wagner Award NEHA AEC - Discussion* *Radke*

*DLAAS Vice Chair Radke will provide written comments.*

- e. *Race Equity Training – Discussion* *Collins*

*NEHA Executive Director Dr. Dave Dyjack solicited input from the Academy, EHAC and AEHAP as to whether collaborative training related to Race Equity was feasible. On agreement of organizations, an RFP was developed and vetted. The RFP is open, and NEHA will select a vendor soon. (They are paying for, and facilitating, the process. Academy DE & I Committee will participate in the training which is anticipated to begin in March or April.*

- f. *General Membership Meeting – Discussion* *Collins*

*The second “General Membership Meeting” will be scheduled March 24, 2021. Chair recommended the Board attend. Time for the meeting was agreed at 4:00 pm ET.*

*Purpose of this video/call is to keep the membership apprised of activities and to provide a forum for members to ask questions, provide feedback and or suggestions.*

*Chair will send a second “General Membership Update” out by end of February with ZOOM invitation attached.*

- IX. *Open Discussion*** ***Board***

*New Diplomate Laureate Dr. Chuck Hart was announced by DLAAS Selection Committee Chair, DLAAS, Dr. Powitz.*

*Topics for next meeting were solicited and Chair asked they be forwarded to the Executive Secretary.*

- X. *Next Meetings*** ***Collins***

*General Membership: March 24, 2021 4:00 pm ET*

*Board: April 28, 2021 4:00 pm ET*

***XI. Adjournment***

***Board***

*Chair adjourned meeting at 6:08 pm ET.*

Respectfully submitted by: *Brian Collins*

Date: 07/19/21

Approved: *Board*

Date: 2/16/22

Executive Secretary: *Eric Bradley, DAAS*

Date: 2/16/22