

American Academy of Sanitarians

Board of Directors Meeting

Friday, November 4, 2022

- I. Call to Order/Roll Call/** **Radke / Bradley**
Chair Radke called the Annual Business Meeting to order at 4:02 pm ET.
- Board members present
- | | |
|--|----------------------------|
| Vince Radke – Chair | Brian Collins – Past chair |
| Eric Bradley – Executive Secretary/Treasurer | Robert Powitz |
| Tim Murphy | Jessica Otto |
| Jill Shugart | Jennifer Dobson |
- Absent
- | | |
|----------------------|--------------|
| Michele Samarya-Timm | Jason Finley |
| Wendy Fanaselle | |
- II. Introductions** **All**
Board members introduced themselves.
- III. Agenda Approval** **Radke**
Motion by Dobson to approve the agenda. Second by Collins. Motion to approve the agenda passed.
- IV. Minutes Approval** **Collins**
Motion by Murphy to approve the February 2022 minutes. Second by Otto. Motion to approve the minutes passed.
- V. Principal Officer Reports** **Radke/Samarya-Timm/
/Collins/Bradley**
- Chair Radke – (See attached)
- Vice-Chair Samarya-Timm – Chair Radke reported for Vice-Chair Samarya-Timm.
- Past-Chair Collins – has a meeting with the Group of Five (AAS, NEHA, AHAC, AEHAP, CDC) to ensure we are not duplicating efforts to assist the EHS profession.

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Executive Secretary/Treasurer Bradley – reported on financial accounts held by the Academy. Total Academy assets as of 10/31/22 are \$109,347.40. The Todd Award fund has \$8400.00. Once committee assignments are made, the financial committee will meet in early 2023 to review the 2022 finances and to determine where to invest the funds in the CD's (CD term ends in January). Updates are being made to the website (revised Constitution/By-Laws are posted, and board membership has been updated.

VI. Term of Office of BOD

Radke

Chair Radke reviewed the term of office for all board members and discussed process for running for a 2nd term.

VII. Code of Conduct & Conflict of Interest

Radke

Chair Radke asked all board members to read, and sign these statements that were sent with the meeting agenda. The statements should be returned to the Secretary/Treasurer.

VIII. New Constitution & By-Laws

Radke

Chair Radke stated that the revised Constitution and By-Laws had been approved by membership and are not posted on the Academy's website.

IX. NEHA-JEH AAS Column

Radke

Chair Radke informed the BOD that he had committed the Academy to two AAS articles in the JEH for 2023 (May & December). The May article is due in February and the December article is due in September.

Shugart, Dobson, and Otto discussed interviewing new and seasoned members of the Academy for an article and for the website.

Chair Radke mentioned the need for candidates for the 2023 NEHA elections: 2nd VP, and RVP's for Region 1, 5, 7, & 9. If BOD knows anyone who may be interested, please have them reach out to Chair Radke.

X. Committees and Chairs

Radke

Chair Radke reviewed the charge of the committee's (standing and Ad-Hoc). He asked BOD's to think about what committee(s) they would like to serve on and send Chair Radke an email.

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Powitz suggested calling a meeting with committee chairs to discuss committee actions so there is no overlap. Chair Radke said he would hold this meeting once committee chairs were appointed.

XI. Open Discussion

All

No discussion from members

XII. Next Meetings

Radke

Chair Radke wants to have Board meetings in January, March and June with the January meeting also being a general membership meeting. Specific dates will be determined.

Moving forward, the annual business meeting will be held virtually in September. At the AEC, some type of social event will be held.

XIII. Adjournment

Chair Radke adjourned the meeting at 5:09 pm ET.

Meeting minutes:

Respectfully submitted: Eric Bradley, DLAAS, Secretary

Date:11/8/22

Approved: Board

Date: 1/25/23

Executive Secretary: Eric Bradley, DLAAS, Secretary

Date: 1/25/23

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Chair Report Board of Directors Meeting Friday, November 4, 2022

1. Letter sent to new BOD member CDR Jennifer Dobson
2. Letter sent to Kristen Ruby-Cisneros, Managing editor, NEHA JEH committing AAS to two columns per year
3. Letter sent to Dr. Henry Scarlett, Diplomate, congratulating him on becoming President of IFEH
4. Member of the BOD of the International Food Protection Training Institute
5. Worked with the AAS officers on issues involving the AAS
6. Member of the NEHA Policy and Bylaws Committee
7. Member of the NEHA History Task Force
8. Worked on staffing of AAS committees and chairs

Vince Radke
Chair, AAS

