



AMERICAN ACADEMY OF SANITARIANS, INC.

Prestigious Recognition for Environmental Health Professionals

Board of Directors and Meeting

Thursday, January 25, 2025

5:00 – 6:00 pm ET

Minutes

- I. Call to Order – 5:02 pm** Radke, Bradley
Roll Call:
Present
Radke Michele Samarya-Timm Brian Collins
Tim Murphy Sareth Jennifer Dobson
Eric Bradley Jill Shugart
Quorum established
- Absent**
Jessica Otto Bob Powitz Wendy Fanaselle
- Guests**
Jim Balsamo Keith Krinn
- II. Approval of Meeting Agenda** Radke
Motion to approve agenda by Diplomat Dobson and seconded by Diplomat Collins.
Motion approved.
- III. Approval of October 11, 2023 Minutes** Radke
Motion to approve the minutes by Diplomat Collins and seconded by Diplomat Dobson. Motion approved.
- IV. Principal Officer Reports** Radke, Samarya-Timm, Bradley, Collins
Chair – See attached
Vice-chair – see attached
Past-chair – see attached
Executive Secretary – see attached

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V. Finance Committee & Treasurer Report

Shugart, Bradley

Dipomate Shugart reported that the Finance Committee had just met and reviewed the 2023 finances. No issues were found. Moving forward, Diplomate Shugart is going to write a SOP regarding the committee reviewing the finances quarterly instead of annually. This will begin with the 1st quarter of 2024 with the goal of reporting out at the April BOD meeting.

Diplomate Murphy brought up the idea of endowments and the potential for Diplomates to donate to the Academy in their will. Diplomate Murphy is going to gather information on this.

Treasurer Report – see attached

VI. AAS Committee Reports

Committee Chairs

Nominating – no activity

Credentialing – Diplomate Radke will act as interim chair as he continues to look for a permanent chair. The Academy has received one application for Diplomate and it has been on hold waiting for a new chair. Diplomates Murphy, Seneviratne, and Collins volunteered to assist with the review of the application.

Awards – no report

Laureate – No applications received

Strategic Plan – No report

DEI – no report

Communications – see attached

Const & Bylaws – no activity

Scholarship – Diplomate Balsamo reported that this was a newly created Ad Hoc committee to provide recommendations to the BOD regarding how much to contribute annually to the NEHA/AAS Scholarship. Diplomate Balsamo and Bradley had met to discuss potential ways to

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increase the funds available for the Academy to contribute. It was recommended that Diplomate Radke send an email to membership asking them to donate to the scholarship through the Academy's website (which can be included with the Academy's annual contribution). The Finance Committee will also be looking at the Scholarship CD to determine what can be done to increase the revenue. Diplomate Samarya-Timm suggested we compare what the Academy has contributed over the years to the Academy's income over the same years. Diplomate Shugart discussed researching other options to support students rather than just increasing the Academy's contribution.

VII. AAS Representative Reports (Group of 5, EHOPAC, Crumbine)

Oerther, Otto, Krinn

Group of 5 - Diplomate Murphy reported that there has not been a meeting in the past few months but a meeting is scheduled for some point in the next couple of weeks.

EHOPAC – no report

Crumbine – Diplomate Krinn reported that the deadline for applications is March 15th. The Crumbine has not been awarded in two years (no applications were received in 2022 and only one was received in 2023, but not awarded). The twelve sponsors are working on developing ideas to better promote the award.

VIII. EHAC and AAS

Radke

A webinar is being developed by EHAC to be shared with members of the Academy that are interested in serving as practitioners for accreditation. This meeting will take place in mid to late February. EHAC is working on changing its policy to allow non-EHAC members to be credentialing practitioners.

IX. NEHA/AAS Scholarship Fund

Radke

Diplomate Krinn reported that the long-standing chair of this committee (Diplomate Balsamo) was replaced with the current NEHA 1st VP (Larry Ramdin). The committee is discussing how to better validate the applications as many were not from environmental health students. The committee is also trying to determine ways to improve the review process as it took longer than usual due to the increased number of applications that were received.

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X. NEHA Hill Visit

Radke

Diplomate Radke gave a brief overview of NEHA's Day on the Hill (March 27-28). Diplomate Radke plans to attend and urges others to attend to discuss EH with their own elected officials.

XI. Next Meetings (BOD & Membership)

Radke

Executive Secretary Bradley will send a poll out to the Board and Committee Chairs to determine the best dates for the next BOD meeting and the Annual Membership meeting. Potential dates for the next BOD meeting are April 8-12 from 5-6:30 pm (Eastern). Potential dates for the Annual Business meeting are June 3-6 and July 1-3.

XII. NEHA-AEC

Radke

Diplomate Radke reminded the board that the AEC is in Pittsburgh on July 15-18, 2024.

XIII. Open Discussion & New Issues

All

None

XIV. Adjournment

Radke

Diplomate Radke adjourned the meeting at 6:18 pm (Eastern).

Meeting minutes:

Respectfully submitted by Eric Bradley, DLAAS, Secretary

Date: 1/29/24

Approved: Board

Date:

Executive Secretary: *Eric Bradley, DLAAS, Secretary*

Date:

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AAS Chair's Report Board of Directors Thursday, January 25, 2024

1. Held monthly Zoom meetings with AAS officers
2. Letter sent to the International Association for Food Protection to support Daniel B. Oerther (AAS member) for the Elmer Marth Educator Award
3. Email sent to Leslie Mitchell, Executive Director of EHAC to have a call to discuss relationship between AAS and EHAC
4. Member of the BOD of the International Food Protection Training Institute worked with the AAS officers and members on issues involving the AAS and outside organizations
5. Member of the NEHA Policy and Bylaws Committee
6. Member of the NEHA History Task Force
7. Email sent to AAS members seeking volunteers to support EHAC
8. Member of the NEHA Past Presidents Affiliate
9. Established new AAS Ad Hoc Scholarship Advisory Committee, chaired by James Balsamo to advise the AAS BOD on the amount of money AAS would contribute to the NEHA/AAS Scholarship Fund
10. Email sent to James Balsamo (AAS member) to lead a AAS delegation to support the AAS Scholarship Committee

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American Academy of Sanitarians Communications/Marketing Committee Report

Date: January 25, 2024

Committee Chair: Michéle Samarya-Timm

Committee Activities:

AEC and Presentations:

- NEHA and AAS are collaborating on a joint presentation at the NEHA 2024 Annual Education Conference in Pittsburgh, PA. *Title: Navigating the Future: Anticipating the Evolving Needs of Our Profession.* Michéle is the lead on this presentation development.
- The Committee worked with Kristen Ruby, managing editor of the Journal of Environmental Health (JEH) to update the visuals for promotion of the Davis Calvin Wagner Award.
- The committee is inventorying the Academy's tabletop displays and podium banners. These items are currently missing.
→NEED: Any Diplomate in possession of these items, please advise Diplomate Laureate Michéle Samarya-Timm what you have, where you last used it, and if it is currently in your possession.
- With virtual conferences becoming the norm, this committee is continuing to focus on adapting outreach via modern technologies, including development of a virtual exhibit booth.
- The Committee is developing a standardized AAS presentation with use guidelines.
- To coordinate outreach, the committee is updating the request protocol for use of the AAS powerpoint slides; tabletop booth, printed materials, needs, etc.
- The Committee is in the process of developing a rebranding initiative to bring forward to the AAS Board and membership.

Website:

The Committee is working on a plan for knowledgeable members to assist in updating the website

Social Media:

- The Committee is in the process of developing an Academy Social Media policy.

Members:

- 615 individuals have achieved the distinction of Diplomate.
- AAS currently has 134 members.
- 77 are Active (dues paid).

Diplomates with overdue membership: Diplomates (43), Diplomate Laureate (2), Retired (13).

The above numbers do not include 7 Honorary Diplomates.

Level	Total	Active	Renewal overdue	Lapsed	New
Diplomate	90	48	43	22	1
Diplomate Emeritus	7	7	-	-	-
Diplomate Laureate	9	7	2	-	-
Diplomate Laureate Retired	-	-	-	-	-
Diplomate Retired	28	15	13	9	-
Total	134	77	58	31	1

Data as of 1/25/2024

→NEED: please advise Michéle or Eric if you become aware of any Diplomate who has passed away. The Academy needs a complete accounting of deceased Diplomates.

Michéle will be working on a schedule to call lapsed members to encourage renewing their membership, and becoming re-engaged.

Many thanks to the committee: Diplomates Jill Shugart; Jennifer Dobson, and Jessica Otto

Report Date: January 25, 2024

Reported by: Michéle Samarya-Timm, MA, HO, MCHES, REHS, CPH, CFOI, LI/RA, CBHM, DLAAS



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AAS Chair's Report Finance Committee Thursday, January 25, 2024

The Finance Committee found no discrepancies with any of the information provided via your records for 2023. We discussed some ways to streamline a few things so we have a better understanding of the background of certain funds and purchases going forward.

Follow-up Actions:

1. Jill will draft a SOP before the next meeting to document the operation of the finance review, which will be moving to a quarterly basis going forward.
2. Eric will let us know if the Finance Committee needs to meet before our next quarterly meeting to provide specific recommendations at the request of the AAS Board.

Jill Shugart
Chair
Finance Committee
AAS

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AMERICAN ACADEMY OF SANITARIANS TREASURER'S REPORT AND FINANCIAL STATEMENT October 1, 2023 – January 22, 2024

INCOME

Dues 2024	\$	2,700.00
Miscellaneous Donations	\$	700.00
TOTAL	\$	3,400.00

EXPENSES

AffiniPay (Website Transaction Fee) – Monthly	\$	52.40
NEHA/AAS Scholarship Contribution - Annual	\$	3,500.00
TOTAL	\$	3,552.40

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ASSETS

ON HAND

Checking Account (GreenState CU)	\$	23,286.45
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LONG TERM INVESTMENTS

Wagner Fund Account CD (GreenState CU) 4.57% Matures 3/20/23	\$	52,726.37
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Scholarship Fund Account CD (GreenState CU) 4.57% Matures 3/20/23	\$	18,454.23
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Miscellaneous Fund Account CD (GreenState CU) 4.57% Matures 3/20/23	\$	18,454.23
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Sub Total	\$	89,634.83
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TOTAL	\$	112,921.28
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TODD AWARD FUND

Beginning Balance	\$	8,050.00
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Additions	\$	0.00
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TOTAL	\$	8,050.00
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Past Chair Report Board of Directors Meeting

25JAN24

- *Multiple calls and meetings with Academy Officers regarding Academy business.*
- *Completed Nominations Chair duties for 2023 Board of Directors election.*

Respectfully submitted:

*Brian Collins
Past Chair*



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Secretary / Treasurer Report **Board of Directors and Membership Meeting** **Thursday, January 25, 2024**

1. Held monthly Zoom meetings with AAS officers
2. Met with Finance committee to review 2023 finances
3. Met with Jim Balsamo to discuss Academy's donation to the NEHA/AAS Scholarship

Eric Bradley
Executive Secretary/Treasurer
American Academy of Sanitarians, Inc.



American Academy of Sanitarians

Advancing the Practice of Environmental Health

Vice -Chair Report

Board of Directors Meeting

Thursday, January 25, 2024

1. Monthly meetings and calls with the AAS Leadership Team
2. Worked with AAS and NEHA on the NEHA/AAS Scholarship fund
3. Worked with the AAS officers and members on issues involving the Academy
4. Planning and marketing for the Davis Calvin Wagner Award
5. Chaired the AAS Communications/Marketing Committee (see separate report)
6. Explored the use of Wild Apricot to replace SurveyMonkey
7. Began conversations for an AAS networking event at the 2024 NEHA AEC
8. Fostered discussions with NEHA for AAS to sponsor Awards or other event at the upcoming AEC
9. Submitted abstract for joint NEHA/AAS session at the 2024 AEC

V/r,

Michèle Samarya-Timm
Vice Chair, AAS

The American Academy of Sanitarians is an organization that elevates the standards, improves the practice, advances the professional proficiency and promotes the highest levels of ethical conduct among professional sanitarians in every field of environmental health.

For more information, visit us online at: www.sanitarians.org