

Ohio Sanitarian Registration Board
Annual Meeting
September 17, 2008
77 South High Street, 19th Floor, Room 1938
Columbus, Ohio 43215

1. Call to Order: Immediately following the regular meeting in Room 1938
2. Approval of the Minutes
3. Election of Officers
 - 3.1 Nominations and Election of Board Chairperson
 - 3.2 Nominations and Election of Board Vice Chairperson
 - 3.3 Nominations and Election of Board Secretary
4. Old Business
5. New Business
 - 5.1 Review of the Annual Report
 - 5.2 Discussion of the PES Examination
6. Committee Assignments
 - 6.1 Formation of New Committees
 - 6.1.1 Executive (Current: Linda Aller, Richard Setty, Roger Suppes)
 - 6.1.2 Professional (Current: Angela Townsend, Richard Setty, Dave Winfough)
 - Educate the sanitarian community through presentations, staffing booths at conferences, etc.
 - 6.1.3 Continuing Education (Current: Angela Townsend, Duane Snyder, Dave Winfough)
 - Review continuing education courses for credit for registrants and training agencies.
 - 6.1.4 Examination (Current: Linda Aller, Gary Silverman)
 - Review applications of individuals applying to become registrants.
 - 6.1.5 Finance (Current: Gary Silverman, Roger Suppes)
 - Review Board finances.
 - 6.1.6 Rules (Current: Angela Townsend, Richard Setty, Roger Suppes)
 - Review Board rules and make recommendations for change.
7. 2009 Goals and Objectives
8. Announcements
9. Adjourn

Sanitarian Registration Board
Annual Board Meeting Roster
September 12, 2008

Linda Aller, Vice Chairperson

Absent

Signature

Richard Setty, Chairperson

Richard Setty

Signature

Gary Silverman

Gary Silverman

Signature

Duane Snyder

Duane Snyder

Signature

Roger Suppes, Secretary

Absent

Signature

Angela Townsend

Angela Townsend

Signature

Dave Winfough

Dave Winfough

Signature

Board Staff

W. Scott Myers, Assistant Attorney General

W. Scott Myers

Signature

Stephanie Youst, Executive Secretary

Stephanie Youst

Signature



State Board of Sanitarian Registration
Annual Meeting
September 17, 2008
Room 1938
12:40 p.m.

Members Present

Richard Setty, R.S.
Gary Silverman, R.S.
Duane Snyder, R.S.
Angela Townsend, R.S.
Dave Winfough, R.S.

Staff

Stephanie Youst, Executive Secretary

Legal Council

W. Scott Myers, Assistant Attorney General

Members Absent

Linda Aller, R.S.
Roger Suppes, R.S.

Call to Order

Richard Setty, Chairperson, called the meeting to order at 12:40 p.m.

Approval of Minutes

Angela Townsend moved to approve the September 5, 2007 meeting minutes as submitted. Dave Winfough seconded the motion. The motion carried.

Election of Officers

Richard Setty opened the floor for nominations for chairperson.

- David Winfough nominated Richard Setty as chairperson. Gary Silverman seconded the motion. No other nominations were presented and Richard Setty was elected by acclamation.

Richard Setty opened the floor for nominations for vice chairperson.

- Angela Townsend nominated David Winfough as vice chairperson. Gary Silverman seconded the motion. No other nominations were presented and David Winfough was elected by acclamation.

Richard Setty opened the floor for nominations for secretary.

- Dave Winfough nominated Roger Suppes as secretary. Duane Snyder seconded the motion. No other nominations were presented and Roger Suppes was elected by acclamation.

Annual Report

The Board received and reviewed the Fiscal Year 2008 Annual Report and made corrections.

Action: David Winfough moved to accept the annual report for fiscal year 2008 as corrected. Angela Townsend seconded the motion. The motion carried.

Examination

Action: Gary Silverman moved that the Board continue administering the Environmental Health Proficiency Examination from Professional Examination Services. Angela Townsend seconded the motion. The motion carried.

- Gary Silverman will maintain contact with the National Environmental Health Association regarding their examination.

Committee Assignments

The following are the committee assignments for September 2008 through September 2009:

Executive Committee

Linda Aller
Richard Setty
Roger Suppes

Professional Relations Committee

Angela Townsend
Richard Setty
Dave Winfough

Continuing Education Committee

Duane Snyder
Angela Townsend
Dave Winfough

Examination Committee

Linda Aller
Gary Silverman

Finance Committee

Gary Silverman
Roger Suppes

Rules Committee

Richard Setty
Roger Suppes
Angela Townsend

2009 Goals and Objectives

The Board discussed the goals and objectives for the upcoming year.

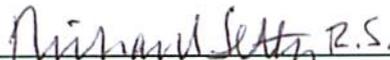
- The Board will continue to ensure that the website is current and the information provided is accurate and timely.
- The Board will continue to review the rules and Board policies and procedures.
- The Board will meet with other public health organizations.
- The Board will strive to work collaboratively with other public health organizations and strive to stay abreast of current events, changes, and issues in the public health arena.
- The Board will investigate the possibility of establishing educational relationships with colleges and universities to discuss the field of environmental health and the coursework required to become registered as a sanitarian in Ohio.
- The Board will continue to explore ways to decrease costs and be environmentally friendly.

Adjournment

The meeting adjourned at 1:20 p.m.

Respectfully submitted

Stephanie K. Youst


Richard Setty, R.S., Chairperson


Witness

RS:sky

**State Board of Sanitarian Registration
Annual Report
Fiscal Year 2008**

DRAFT



DRAFT

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This report of the State Board of Sanitarian Registration covers the activities of the Board for Fiscal Year 2008, which runs from July 1, 2007 through June 30, 2008.

Mission Statement

The mission of the State Board of Sanitarian Registration is to protect the public health by ensuring that registered sanitarians possess and maintain specialized knowledge and skills in the field of environmental health. This is accomplished by minimum education standards, examination, continuing education requirements, and the investigation of complaints filed with the Board.

Board Organization and Meetings

The State Board of Sanitarian Registration is composed of seven members, including the Director of Health or his designated representative, the Director of the Environmental Protection Agency or his designated representative, and five members appointed by the Governor with the advice and consent of the Senate. Terms of office are for three years and members are compensated for board meeting expenses.

Of the five members appointed by the Governor, at least one and not more than two must be employees of a general health district; at least one and not more than two must be employees of a city health district; and at least one and not more than two must be employed in private industry. Not more than one member may be employed by a university and not more than one member may be employed by an agency or department of state.

The following is a list of the current Board members, their cities of residence, and their current term expiration.

<i>Board Member</i>	<i>City</i>	<i>Term Expiration</i>
Linda Aller, R.S., Vice Chair	Lewis Center	August 15, 2008
Angela Townsend, R.S., Chair	South Euclid	August 15, 2009
Roger Suppes, R.S., Secretary	Worthington	Director's representative for the Ohio Department of Health
Richard Setty, R.S.	Youngstown	August 15, 2010
Gary Silverman, R.S.	Bowling Green	August 15, 2008
Duane Snyder, R.S.	Worthington	Director's representative for the Ohio Environmental Protection Agency
David Winfough, R.S.	Hamilton	August 15, 2009

The State Board of Sanitarian Registration conducted eight board meetings and twelve administrative hearings regarding application denial. Board meetings and administrative hearings, which are open to the public, were held at the Vern Riffe Center for Government & the Arts in Columbus.

Application Review

The examination committee reviewed 114 applications for sanitarian in training registration and 100 registrations were issued. Sixty-seven applications for registered sanitarian were reviewed and 62 registrations were granted.

Administrative hearings are conducted for all applicants denied registration, regardless of whether the applicant responds to the opportunity for hearing notice. The Board conducted twelve hearings on proposed denials. The Board affirmed eight denials, withdrew four notices of opportunity for hearing, and approved four applications subsequent to hearing.

The Board reviewed and granted 21 sanitarian-in-training extension requests. Extension requests did not increase from last year. Although the Board has the authority to grant extensions to sanitarians-in-training who furnish sufficient cause for not applying for registered sanitarian registration within three years, **section 4736.15 of the Revised Code limits a sanitarian-in-training from engaging in the practice of environmental health beyond five-years.**

The following lists the active registrant count for the past five fiscal years.

<i>Active Registrants</i>	<i>FY 2004</i>	<i>FY 2005</i>	<i>FY 2006</i>	<i>FY 2007</i>	<i>FY 2008</i>
Registered Sanitarians	1,294	1,298	1,298	1,294	1,300
Sanitarians in Training	230	227	227	228	215
Total	1,524	1,525	1,525	1,522	1,515

Examination

The Board administered the Professional Examination Service (PES) Environmental Health Proficiency Examination October 18, 2007, March 27, 20078, and May 22, 2008.

<i>Exam Date</i>	<i>Number of Candidates</i>	<i>Exam Scores</i>	<i>Percent Passage</i>
10/18/07	41	Scaled 70% (175/250)	41%
3/27/08	47	Scaled 70% (174/250)	43%
5/22/08	37	Scaled 70% (172/250)	43%

The examination-passing rate decreased from 48% in fiscal year 2007 to 42% for fiscal year 2008.

Compliance, Investigation, and Enforcement

Pursuant to section 4736.13 of the Revised Code, the Board may deny, refuse to renew, revoke, or suspend a certificate of registration, following an adjudication hearing held pursuant to Chapter 119 of the Revised Code, for unprofessional conduct, the practice of fraud or deceit in obtaining a certificate of registration, dereliction of duty, incompetence in the practice of environmental health science, or for other good and sufficient cause. The Board can also enter into consent agreements in lieu of adjudication hearings.

The Board received three complaints in fiscal year 2008. The Board took no action on one complaint, another complaint was unsubstantiated, and the investigation into the third complaint received is ongoing.

Continuing Education

One hundred eight training agency renewal notices were issued in October 2007. Eighty eight training agencies renewed their status.

Nine agencies were granted approved training agency status in fiscal year 2008:

- Association of Ohio Pedologists
- Athens City Health Department
- City of Cleveland Health Department
- Cleveland State University
- Eastman & Smith, Ltd.
- Elemental Services & Consulting, Inc.
- Medina County Health Department
- Ohio State University Food, Agriculture, & Biological Engineering
- Safex, Inc.

The members of the continuing education committee and the executive secretary reviewed 1,499 continuing education requests submitted by the registrants and training agencies, which is a 1% increase over the previous fiscal year.

Finances

The Board is funded by license and application fees deposited into the Occupational Licensing and Regulatory Fund (Fund 4K90). This fund consists of application and renewal fees from 27 professional licensing boards. Each board in the fund is required to generate sufficient revenue to meet its own budgeted expenses, and to pay for collective project costs.

The following information represents the Board's costs and expenditures for fiscal year 2008.

<i>Revenue</i>	<i>1st Qtr.</i>	<i>2nd Qtr.</i>	<i>3rd Qtr.</i>	<i>4th Qtr.</i>	<i>Grand Total</i>
	\$44,014.00	\$22,447.00	\$49,318.00	\$21,265.50	\$137,044.50

<i>Staff Payroll (500)</i>	<i>1st Qtr.</i>	<i>2nd Qtr.</i>	<i>3rd Qtr.</i>	<i>4th Qtr.</i>	<i>Grand Total</i>
Basic Wages	\$19,307.88	\$14,059.64	\$13,946.18	\$11,734.61	\$59,048.31
Salaries - OT Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Paid Leave & Othr Compensation	\$1,926.95	\$2,636.63	\$3,214.36	\$486.78	\$8,264.72
Leave Balances Pd. @ Term.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Employer-Paid Benefits	\$5,188.76	\$3,600.23	\$4,130.52	\$3,142.95	\$16,062.46
DAS Payroll Charges	\$536.92	\$356.52	\$407.82	\$240.21	\$1,541.47
Total Staff Payroll	\$26,960.51	\$20,653.02	\$21,698.88	\$15,604.55	\$84,916.96

<i>Personal Services (510)</i>	<i>1st Qtr.</i>	<i>2nd Qtr.</i>	<i>3rd Qtr.</i>	<i>4th Qtr.</i>	<i>Grand Total</i>
Board Member Travel	\$1,092.26	\$1,080.13	\$422.87	\$934.14	\$3,529.40
Court Reporters	\$140.00	\$65.00	\$0.00	\$210.00	\$415.00
Exams	\$2,610.00	\$0.00	\$3,690.00	\$7,560.00	\$13,860.00
Conference Registration Fees	\$0.00	\$0.00	\$175.00	\$0.00	\$175.00
Other (insurance, member dues, subscriptions)	\$0.00	\$9.07	\$0.00	\$0.00	\$9.07
Total Personal Services	\$3,842.26	\$1,154.20	\$4,287.87	\$8,704.14	\$17,988.47

<i>Maintenance (520)</i>	<i>1st Qtr.</i>	<i>2nd Qtr.</i>	<i>3rd Qtr.</i>	<i>4th Qtr.</i>	<i>Grand Total</i>
Office Supplies	\$1,362.46	\$2,516.55	\$7.63	\$384.22	\$4,270.86
Staff Travel - Mileage (in state)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Travel - Meals (in state)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Travel - Lodging (in state)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Travel - Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Travel - Mileage (out of st.)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Travel - Transportation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Travel - Meals (out of st.)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Travel - Lodging (out of st.)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Travel - Misc (out of st.)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Regulated Wired T-Com	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Hines & Associates	\$224.10	\$538.55	\$58.80	\$175.95	\$997.40
DHL	\$5.48	\$0.00	\$0.00	\$0.00	\$5.48
Duplicating Paper and Supplies	\$130.22	\$0.00	\$0.00	\$0.00	\$130.22
Printing/Copying	\$530.50	\$0.00	\$0.00	\$265.90	\$796.40
Legal Notices in Newspapers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rent (+space repairs, improve)	\$0.00	\$959.66	\$1,919.32	\$950.19	\$3,829.17
Central Service Agency	\$2,099.33	\$28.58	\$1,263.42	\$615.32	\$4,006.65
Telephone (DAS)	\$200.56	\$156.54	\$198.40	\$149.54	\$705.04
DAS Motor Pool	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
State Purchasing Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DAS Centralized Mail Service	\$567.43	\$1,290.52	\$709.62	\$513.22	\$3,080.79
Computer Services (State)	\$4,140.60	\$162.00	\$365.37	\$109.50	\$4,777.47
Other	\$0.00	\$0.00	\$383.56	\$0.00	\$383.56
Total Maintenance Cost	\$9,260.68	\$5,652.40	\$4,906.12	\$3,163.84	\$22,983.04

<i>Equipment (530)</i>	<i>1st Qtr.</i>	<i>2nd Qtr.</i>	<i>3rd Qtr.</i>	<i>4th Qtr.</i>	<i>Grand Total</i>
Computer / IT Purchases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
All other	\$145.00	\$0.00	\$0.00	\$1,392.30	\$1,537.30
Total Equipment Cost	\$145.00	\$0.00	\$0.00	\$1,392.30	\$1,537.30

<i>Board Travel & Maintenance (520)</i>	<i>1st Qtr.</i>	<i>2nd Qtr.</i>	<i>3rd Qtr.</i>	<i>4th Qtr.</i>	<i>Grand Total</i>
Mileage (in state)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meals (in state)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lodging (in state)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Travel Expenses (in state)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel (out of state)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meals (out of state)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lodging (out of state)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Travel Exp (out of state)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Misc. Expenses (non-travel)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Conference Registrations (510)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Board Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

<i>Refunds (595)</i>	<i>1st Qtr.</i>	<i>2nd Qtr.</i>	<i>3rd Qtr.</i>	<i>4th Qtr.</i>	<i>Grand Total</i>
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

	<i>1st Qtr.</i>	<i>2nd Qtr.</i>	<i>3rd Qtr.</i>	<i>4th Qtr.</i>	<i>Grand Total</i>
Total Operational Costs	\$40,208.45	\$27,459.62	\$30,892.87	\$28,864.83	\$127,425.77
Remaining FY08 Budget					\$11,125.23

Summary

The Ohio State Board of Sanitarian Registration continues to ensure the safe and educated practice of environmental health for the consumers of environmental health services by monitoring and regulating the training agencies approved by the Board to determine that they are providing quality continuing education programs, by increasing the public and registrants' awareness of the ability to use on-line technology to allow for increased and more effective communication from the Board, and continuing to effectively work in cooperation with other state agencies, board, and commissions on common problems regarding the regulation of the practice of environmental health.