

Ohio Sanitarian Registration Board
January 27, 2010
10 a.m.
77 South High Street, 19th Floor, Room 1918
Columbus, Ohio 43215

1. Call to Order
2. Approval of the Minutes
Action Required
3. Committee Reports
 - 3.1. Executive: Linda Aller, Richard Setty, Roger Suppes
 - 3.2. Professional: James Adams, Richard Setty
 - 3.3. Continuing Education: James Adams, Duane Snyder
 - 3.4. Examination: Linda Aller, Gary Silverman
 - 3.5. Finance: Gary Silverman, Roger Suppes
 - 3.6. Rules: Richard Setty, Roger Suppes
4. Executive Secretary Report
 - 4.1. Revenue and Expenditure Report
5. Assistant Attorney General Report
 - 5.1. Impact of Holben v Ohio State Medical Board, 2009-Ohio-6323
6. Adjudication
 - 6.1. D. Tan
Action Required
7. Old Business
8. New Business
9. Continuing Education
 - 9.1. Request for Approval of Hours – Individuals (CE-2)
Action Required
 - 9.2. Request for Approval of Training Agency Status (CE-3)
Action Required
 - 9.3. Request for Approval of Hours – Training Agencies (CE-4)
Action Required
10. Applications
 - 10.1. Sanitarian-in-Training Applications
Action Required
 - 10.2. Applications for Advancement to Registered Sanitarian
Action Required
 - 10.3. Registered Sanitarian Applications
Action Required
 - 10.4. Reinstatements
Action Required

10.5. Extension/Waiver Requests

Action Required

11. Guest Participation

12. Correspondence

12.1. Marjorie Broadhead: Ms. Broadhead asked Board to accept her continuing education credits earned prior to the last renewal period.

13. Announcements

14. Future Meeting Dates

- March 10, 2010
- May 12, 2010
- July 14, 2010
- September 8, 2010
- November 10, 2010

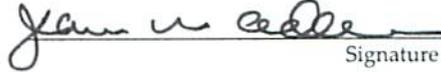
15. Adjournment

Sanitarian Registration Board
Board Meeting Roster
January 27, 2010

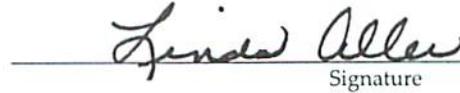
Vacant Position

Signature

James Adams


Signature

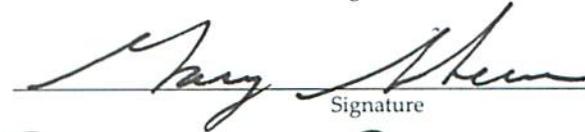
Linda Aller, Vice Chairperson


Signature

Richard Setty, Chairperson


Signature

Gary Silverman


Signature

Duane Snyder


Signature

Roger Suppes, Secretary

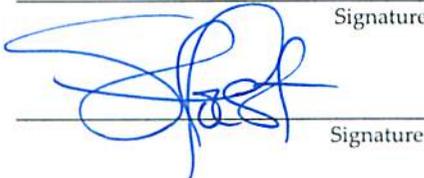

Signature

Board Staff

W. Scott Myers, *Assistant Attorney General*

Signature

Stephanie Youst, *Executive Secretary*


Signature



Sanitarian Registration Board

January 27, 2010

Room 1918

11 a.m.

Members Present

James Adams, R.S.
Linda Aller, R.S.
Richard Setty, R.S.
Gary Silverman, R.S.
Duane Snyder, R.S.
Roger Suppes, R.S.

Staff

Stephanie Youst, Executive Secretary

Legal Council (Absent)

W. Scott Myers, Assistant Attorney General

Call to Order

Richard Setty, Chairperson, called the meeting to order at 11 a.m.

Approval of Minutes

James Adams moved to approve the December 2, 2009 meeting minutes as submitted. Roger Suppes seconded the motion. The motion carried.

Executive Secretary Report

- The Executive Secretary informed the Board that she had mailed the letter regarding the Board member vacancy to the Ohio Environmental Health Association, Ohio Public Health Association, Ohio Association of Health Commissioners, and the Governor's office.
- The Executive Secretary informed the Board that things in the Board office have been busy due to the renewal cycle ending on January 31, 2010.
- Ms. Youst informed the Board that she attended a meeting regarding the failure of the licensure system in June 2009. At this time DAS is investigating ways to either replace or update the existing system so a failure of that magnitude will not happen again.
- The formal written and budgetary reports are attached to the minutes for reference.

Adjudication

Dennyson E. Tan

- The Board reviewed the additional information submitted by Mr. Tan regarding his employment with the Canton City Health Department.

Action: Roger Suppes moved to approve the advancement application for Dennyson E. Tan. Linda Aller seconded the motion. James Adams abstained from voting. The motion carried.

Assistant Attorney General's Report

- Scott Myers submitted information to the Board regarding the Holben vs. Ohio State Medical Board ruling.

Continuing Education

Individual Continuing Education Requests for Approval

Action: Duane Snyder moved to approve all individual applications for continuing education approval with the following exceptions listed below. James Adams seconded the motion. The motion carried. The approved list is attached to the minutes for reference.

356: 7.25 Hours
349A: 3 Hours
409: Denied
411: 2 Hours

452: 10 Hours
456: 5.5 Hours
459: 15 Hours

Requests for Approval as a Training Agency

Action: Duane Snyder moved to approve the following as approved training agencies. Roger Suppes seconded the motion. The motion carried.

BWC Division of Safety and Hygiene
OSU College of Veterinary Medicine

Paratus Solutions, Inc.

Approved Training Agency Requests for Course Approval

Action: Duane Snyder moved to approve all training agency requests for continuing education credit. James Adams seconded the motion. The motion carried. The approved list is attached to the minutes for reference.

Applications

Sanitarian in Training Applications

Action: Linda Aller moved to approve the following applicants for sanitarian in training registration. Gary Silverman seconded the motion. The motion carried.

Amanda J. Bise
Jennifer E. Carlin
Derek Graham
Ann L. Kersting

Sara M. Morrow
Paul D. Pardi
Jonah B. Simons
Ryan B. Towns

Registered Sanitarian Advancement Applications

Action: Linda Aller moved to approve the following individuals for advancement to registered sanitarian. Gary Silverman seconded the motion. The motion carried.

Abdulkadir A. Abdi
Benjamin J. Avery
Erika M. Battistel
Dennis C. DeLong
Andrew C. Evans
Jeffrey R. Gerdes
Andrew T. Hollinger

Kathryn M. Lanza
Tyler L. Madeker
Gerald P. Murphy
John D. Nesbitt
Megan E. Parnell
Craig M. Ward
Scott R. Whittaker

Reinstatement Applications

Action: Linda Aller moved to approve Georgia Frankenberg for reinstatement as a registered sanitarian. Gary Silverman seconded the motion. The motion carried.

Extension Requests

Action: Linda Aller moved to approve an extension request for Trisha Blake's sanitarian in training registration renewal until 1/17/2011. Gary Silverman seconded the motion. The motion carried.

Action: Linda Aller moved to approve an extension request for Zaynab Fakri's sanitarian in training registration renewal until 1/31/2011. Gary Silverman seconded the motion. The motion carried.

Action: Linda Aller moved to approve an extension request for Joshua Kerber's sanitarian in training registration renewal until 1/31/2011. Gary Silverman seconded the motion. The motion carried.

Action: Linda Aller moved to approve an extension request for Jamie Wilmath's sanitarian in training registration renewal until 1/31/2011. Gary Silverman seconded the motion. The motion carried.

Registered Sanitarian Applications- Examination Status Only

Action: Linda Aller moved to approve Valencia White's application for status to sit for the PES examination based on her education and work experience. Gary Silverman seconded the motion. The motion carried.

Correspondence

Marjorie Broadhead: Ms. Broadhead asked Board to accept her continuing education credits earned prior to the last renewal period. **Action:** The Board informed Ms. Broadhead that, pursuant to rule 4736-12-01(E) of the Ohio Revised Code, continuing education must be completed within the 12 months immediately preceding the expiration date of your certificate of registration. Since this was not Ms. Broadhead's first renewal, continuing education credits must have been earned between February 1, 2009 and January 31, 2010. At this time, Ms. Broadhead required to provide proof of completion of at least 1.25 hours to be eligible to renew her registration.

Future Meeting Dates

The following meeting dates were confirmed by the Board:

March 10, 2010
May 12, 2010

July 14, 2010
September 8, 2010

November 10, 2010

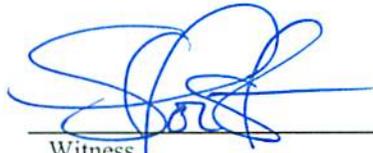
Adjournment

The meeting adjourned at 11:45 a.m.

Respectfully submitted
Stephanie K. Youst

Richard Setty, R.S.
Richard Setty, R.S., Chairperson

RS:sky



Witness



Ohio State Board of Sanitarian Registration

77 South High Street, 16th Floor
Columbus, Ohio 43215-6108

Governor
Ted Strickland
Executive Secretary
Stephanie Youst

To: Sanitarian Registration Board Members
From: Stephanie Youst, Executive Secretary *SY*
Date: January 22, 2010
Re: Executive Secretary Report for January 27, 2010

Overview of Activities since the December 2, 2009 Meeting

- Reviewed applications for registration and continuing education credit.
- Reviewed and processed renewal applications.

Registration Census

The following table lists the number of individuals with active registrations as of January 22, 2010.

Registration Type	Total 10/16/09	Total 11/23/09	Total 1/22/10
Registered Sanitarian	1,314	1,321	1,278
Sanitarian in Training	157	154	145
TOTAL	1,471	1,475	1,423

Budget Update FY 10

The attached report reflects the monies used and received by the Board through June 30, 2010. The report is updated quarterly. The following is a listing of major expenditures, excluding payroll costs for the Board, that appear on the expenditure report:

Exams

1st Quarter: \$3,300 cost for examinations given August 18, 2009.

Central Service Agency

1st Quarter: \$1,020.62 cost for Q1 payroll assessment and Q4 FY09 copier charges
2nd Quarter: \$935.16 cost for Q2 payroll assessment and Q1 FY10 copier charges

Computer Services

1st Quarter: \$898.35 cost for six months of OAKS service fees and general computer connections/usage for the office
2nd Quarter: \$1,447.02 cost for six months of OAKS service fees and general computer connections/usage for the office

Sanitarian Registration Board Revenue/Expenditure Report FY 10

as of 12/31/09

Revenue	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Grand Total
	\$37,277.00	\$23,741.44	\$0.00	\$0.00	\$61,018.44

Staff Payroll (500)	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Grand Total
Basic Wages	\$18,811.41	\$13,170.43	\$0.00	\$0.00	\$31,981.84
Salaries - OT Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Paid Leave & Othr Compensation	\$2,817.25	\$3,477.75	\$0.00	\$0.00	\$6,295.00
Leave Balances Pd. @ Term.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Employer-Paid Benefits	\$5,028.41	\$3,977.32	\$0.00	\$0.00	\$9,005.73
DAS Payroll Charges	\$522.92	\$396.56			\$919.48
Total Staff Payroll	\$27,179.99	\$21,022.06	\$0.00	\$0.00	\$48,202.05

Personal Services (510)	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Grand Total
Board Member Travel	\$910.90	\$814.30	\$0.00	\$0.00	\$1,725.20
Court Reporters	\$0.00	\$75.00	\$0.00	\$0.00	\$75.00
Exams	\$3,330.00	\$0.00	\$0.00	\$0.00	\$3,330.00
Conference Registration Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (insurance, member dues, subscriptions)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Personal Services	\$4,240.90	\$889.30	\$0.00	\$0.00	\$5,130.20

Maintenance (520)	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Grand Total
Office Supplies	\$0.00	\$146.54	\$0.00	\$0.00	\$146.54
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	\$167.70	\$75.00	\$0.00	\$0.00	\$242.70
DHL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Duplicating Paper and Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing/Copying	\$0.00	\$2.11	\$0.00	\$0.00	\$2.11
Legal Notices in Newspapers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rent (+space repairs, improve)	\$811.41	\$811.41	\$0.00	\$0.00	\$1,622.82
Central Service Agency	\$1,020.62	\$935.16	\$0.00	\$0.00	\$1,955.78
Telephone (DAS)	\$141.63	\$136.94	\$0.00	\$0.00	\$278.57
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	\$577.71	\$416.00	\$0.00	\$0.00	\$993.71
Computer Services (State)	\$898.35	\$1,447.02	\$0.00	\$0.00	\$2,345.37
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Maintenance Cost	\$3,617.42	\$3,970.18	\$0.00	\$0.00	\$7,587.60

Equipment (530)	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Grand Total
Computer / IT Purchases	\$0.00	\$972.00	\$0.00	\$0.00	\$972.00
All other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Equipment Cost	\$0.00	\$972.00	\$0.00	\$0.00	\$972.00

**Board Travel & Maintenance
(520)**

	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Grand Total
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

Refunds (595)

	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Grand Total
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Grand Total
Total Operational Costs	\$35,038.31	\$26,853.54	\$0.00	\$0.00	\$61,891.85
Total Encumbered Funds Spent	\$5,938.31	\$972.00			\$6,910.31
Remaining FY10 Budget					\$75,018.46

As of December 31, 2009 184 of 365 days in FY10 have lapsed.
As of December 31, 2009 50% of FY10 has lapsed.



State of Ohio

State Board of Sanitarian Registration
77 South High Street
16th Floor
Columbus, Ohio 43215-6108
E-mail: stephanie.youst@exchange.state.oh.us
Web Address: <http://sanitarian.ohio.gov>

To: Board Members
From: Stephanie Youst, Executive Secretary 
Re: PES Examination Results from November 18, 2009
Date: December 8, 2009

21 candidates took the examination on November 18, 2009. Of the 21 candidates, 57% passed (12).

9 candidates took the exam for the 1st time. Of the 9 candidates, 44% passed (4).

2 candidates took the exam for the 2nd time. Of the 2 candidates, 50% passed (1).

10 candidates took the exam for the 3rd or greater time. Of the 10 candidates, 70% passed (7)

Exam	Date	Number of Candidates	Pass Point	% of Passing
PES	8/15/03	49	175/250	24.5%
PES	12/11/03	62	175/250	39%
PES	3/11/04	54	175/250	28%
PES	7/15/04	58	175/250	29%
PES	10/28-29/04	60	175/250	38%
PES	3/24/05	64	175/250	48%
PES	7/21/05	35	175/250	20%
PES	10/20/05	46	175/250	48%
PES	3/23/06	43	175/250	37%
PES	7/20/06	35	Scaled 70% (174/250)	26%
PES	10/19/06	53	Scaled 70% (172/250)	53%
PES	3/22/07	49	Scaled 70% (175/250)	61%
PES	7/19/07	29	Scaled 70% (172/250)	31%
PES	10/18/07	41	Scaled 70% (175/250)	41%
PES	3/27/08	47	Scaled 70% (174/250)	43%
PES	5/22/08	37	Scaled 70% (172/250)	43%
PES	10/23/08	43	Scaled 70% (172/250)	47%
PES	2/17/09	26	Scaled 70% (175/250)	35%
PES	5/20/09	37	Scaled 70% (174/250)	46%
PES	8/18/09	25	Scaled 70% (172/250)	48%
PES	11/18/09	21	Scaled 70% (175/250)	57%

cc: Scott Bradley, R.S.
Gerald Scott, R.S.

Youst, Stephanie

From: Kobe, Amy
Sent: Thursday, December 10, 2009 1:03 PM
To: Cunningham, John; Billirakis, Michael; Boyce, Cheryl; Brady, Jada; Caudill, Kelly; Cunningham, Ann; Daniels, Carla; Daubenmire, Linda; Escudero, Ezra; Estose, Joy; Brundige, Eugene; Everhart, Michael; Field, Bob; Fithen, Tracey; Greene, Mike; Greenhalge, John; Houy, Marilynne; Jones, Lynn; Joseph, Robert; Miller, Kevin; Levy, Mark B; Logsdon, Christopher; Manns, Nancy; Mavko, Kay; Mone, Maria; Moore, Liz; Profato, Bernie; Reitz, Lili; Grout, Ronald L.; Rosa, Jeff; Ross, Charlotta; Ross, Ronald; Rotaru, Ronald; Rough, Jim; Shanahan, Mark; Passmore, Sherrie; Sprague, James; Stafford, Lisa; Stiffler, Sandra; Stir, Theresa; Thaxton, Cheryl; Thornton, Gregg; Walden, Lesley; Ware, John; Warner, Howard; Williams, Janet (OMHC); Wright, Lena; Yonadi, Joseph; Youst, Stephanie; Zofko, David
Cc: Booker, Rosemary; Schiff, Jenny; Estose, Joy
Subject: RE: Employment Law alert: New policies may be needed to validly accept resignations of public employees
 Our AAG, Barry McKew, has already given us some suggested language to do this. I am happy to share:

Suggested Motion:

I would move that the Board delegate to its executive director the authority to perform the following administrative duties on behalf of the Board, including but not limited to: hiring, termination, accepting employee resignations, employee evaluations, payroll and approval of leave requests.

Amy M. Kobe, CAE, Hon AIA

Executive Director

Ohio Architects Board

www.arc.ohio.gov

Ohio Board of Landscape Architect Examiners

www.arc.ohio.gov/lae

77 S. High St., 16th Floor

Columbus, Ohio 43215-6018

Phone (614) 466-2316

Direct (614) 466-1327

Fax (614) 644-9048

Email: amy.kobe@arfa.state.oh.us



Please consider the environment before printing this email.

From: Cunningham, John
Sent: Thursday, December 10, 2009 12:54 PM
To: Billirakis, Michael; Boyce, Cheryl; Brady, Jada; Caudill, Kelly; Cunningham, Ann; Daniels, Carla; Daubenmire, Linda; Escudero, Ezra; Estose, Joy; Brundige, Eugene; Everhart, Michael; Field, Bob; Fithen, Tracey; Greene, Mike; Greenhalge, John; Houy, Marilynne; Jones, Lynn; Joseph, Robert; Miller, Kevin; Kobe, Amy; Levy, Mark B; Logsdon, Christopher; Manns, Nancy; Mavko, Kay; Mone, Maria; Moore, Liz; Profato, Bernie; Reitz, Lili; Grout, Ronald L.; Rosa, Jeff; Ross, Charlotta; Ross, Ronald; Rotaru, Ronald; Rough, Jim; Shanahan, Mark; Passmore, Sherrie; Sprague, James; Stafford, Lisa; Stiffler, Sandra; Stir, Theresa; Thaxton, Cheryl; Thornton, Gregg; Walden, Lesley; Ware, John; Warner, Howard; Williams, Janet (OMHC); Wright, Lena; Yonadi, Joseph; Youst, Stephanie; Zofko, David
Cc: Booker, Rosemary; Schiff, Jenny; Estose, Joy
Subject: FW: Employment Law alert: New policies may be needed to validly accept resignations of public employees

Please note the information in the email below. You may have already received this but this is extremely important information for boards and commissions in particular.

John

Voice: (614)644-8837

Fax: (614)644-8112

e-mail: john.cunningham@das.state.oh.us

From: Michael McPhillips, Office of Ohio Attorney General [mailto:Lisa.Jewell@OhioAttorneyGeneral.gov]

Sent: Thursday, December 10, 2009 12:42 PM

To: john.cunningham@

Subject: Employment Law alert: New policies may be needed to validly accept resignations of public employees

Greetings,

The Employment Law Section of the Ohio Attorney General's Office provides the information

12/10/2009

below for its newsletter recipients who practice in public sector employment:

Following a recently-issued Ohio court of appeals decision, state appointing authorities should review their policies regarding the acceptance of employee resignations to ensure they are legally sufficient. In *Holben v. Ohio State Medical Board*, 2009-Ohio-6323, the Tenth District Court of Appeals ruled that only an "appointing authority" or person with an express delegation has the power to formally accept the resignation of an employee. In *Holben*, the court found that the appointing authority, the Ohio Medical Board, had not formally delegated this authority to its executive director, even though he was charged with overall supervision and management of board affairs. The court concluded the executive director was powerless to accept an employee's resignation, and therefore the employee could rescind his resignation and demand reinstatement.

This result may be contrary to many agencies' practices. Each state agency, board, commission and university needs to examine its policies and practices to determine if staff who routinely accept resignations are in fact explicitly authorized to do so under the new rule announced in *Holben*.

The outcome in *Holben* resulted from an application of R.C. § 124.01(D), which defines "appointing authority" as the entity with the power "of appointment to, or removal from, positions." The court expanded the concept of appointing authority to include the acceptance of resignations. The court relied upon *Fogle v. Village of Carlisle* (Warren, App.), No. 2000CA-04-037, 2000 Ohio App. LEXIS 5778, at*6, in which the court opined that the "power to formally accept a resignation from an employee exists along with the power to hire and terminate employees."

Notably, *Holben* did indicate that an appointing authority can explicitly delegate the power to accept resignations to subordinates. Each Ohio agency, board, commission or university subject to R.C. Chapter 124 that routinely permits persons other than the appointing authority itself to accept resignations needs to make sure that it has on file a clear, written delegation of authority to appropriate subordinates to accept resignations of employees.

Please feel free to contact the Employment Law Section at (614) 644-7257 if you have questions.

Sincerely,

Michael C. McPhillips
Section Chief, Employment Law Section
Ohio Attorney General Richard Cordray's Office

[Forward to a friend](#)

[Unsubscribe](#)

OHIO COUNSELOR, SOCIAL WORKER AND MARRIAGE AND FAMILY THERAPIST BOARD

POLICY # 2.3

SUBJECT: Executive Director

Effective Date: 9/21/2007

Prior Effective Date: 5/20/2005

Administrative Approval:

Chairperson

Executive Director

POLICY: The Board shall appoint an Executive Director who will serve at the pleasure of the Board.

PROCEDURE:

1. The Executive Director shall be the chief administrative officer of the Board and shall be responsible for the daily activities of its staff, operations, functions, and other duties as stipulated.
2. The Executive Director shall comply with her/his primary duties as follows: Class title Board/Commission Secretary II
3. The Executive Director shall direct, plan, coordinate, and manage all program activities of the Board including human resources, fiscal, licensing, legislative, enforcement, and continuing education.
4. The Executive Director shall supervise and direct daily operations of the Board and enforce the professional standards established by ORC 4757 and OAC 4757.
5. The Executive Director shall make decisions related to Board Human Resource issues. These include, but are not limited to, the hiring and dismissing of staff, providing initial and ongoing training, completing performance evaluations, approving leave, disciplining employees, encouraging on going professional development of staff, recommending salary, analyzing and planning for manpower and financial needs of the agency.
6. The Executive Director shall administer and coordinate all Board related fiscal activities. These include, but are not limited to, preparing budgets, approving expenditures, and tracking of

all financial records of the Board. In addition, this person will create, implement and maintain procedures of mandatory reconciliation, review and monitoring of internal financial records posted to each CAS fund using electronic resources.

7. The Executive Director shall oversee all licensing activities. These include but are not limited to, directing licensure staff in initial licensure, renewals, and continuing education and creating and maintaining a system of processing and tracking of license renewals.

8. The Executive Director shall oversee all enforcement activities of the Board. These include, but are not limited to, coordinating with investigative staff regarding investigations of licensees, registrants and unlicensed practitioners, and overseeing all disciplinary action taken by the Board and related actions as directed by the Board. The Board in this policy gives authority to the executive director to sign and approve final adjudication orders in the absence of the Board chairperson.

9. The Executive Director shall insure all communications related to the function of the Board are responded to in a timely manner.

10. The Executive Director shall function as the Board's liaison in interaction with the legislature, government agencies, professional associations and the general public.

11. The Executive Director shall attend and testify at legislative and administrative hearings as necessary with Board Chair approval or approval of the Chair's designee.

12. The Executive Director shall create and maintain procedures for the safeguarding of all electronic information maintained by the Board.

13. The Executive Director shall present an annual report to the Board that details the number of active licenses and other pertinent information related to these licenses, staff workload assessment, and performance evaluations.

14. The Executive Director shall adopt the policies and procedures of the Department of Administrative Services (DAS) related to travel, sick time, personal time, payroll, vacation time, and compensatory time for the Board and its staff.

15. The Executive Director shall ensure that the Board and staff are updated regarding any relevant changes to Board and DAS policies and procedures.

16. The Executive Director shall ensure that all new Board members and staff are provided (e.g. DAS, Ethics) in-service trainings in a timely manner.

17. The Executive Director shall take appropriate action to ensure that all staff are being properly reimbursed for travel expenses. This includes coordinating initial and ongoing training pertaining to travel reimbursement to staff and Board members.

18. The Executive Director shall ensure that staff are properly documenting their work hours through the monitoring and signing of timesheets.

19. The Executive Director shall collect data and information for Board members as needed.

20. The Executive Director shall maintain the Board web site.

21. The Executive Director shall oversee the administration of Board meetings. Duties include setting agendas, making physical arrangements, preparing meeting minutes and carrying out Board directives.

22. The Executive Director shall perform other duties as needed to administer Board operations.

23. The Executive Director shall request approval for all leave from the Board Chairperson.

Here is the point. The State Board of Sanitarian Registration can only act as a Board, through the Board for all official acts, including accepting the resignation of an employee. Hence, the line above your signature "For the Board" You can't bind the Board, I can't bind the Board, only the Board can take official action in a meeting by a vote. However, the Board does have authority to delegate certain acts to subordinates. They can tell you to send a letter on their behalf but they do it with a vote in a meeting. In the Holben case, the Med. Board was the appointing authority just like the San Board is your appointing authority. Only the medical Board could hire or fire Holben so only the board could accept his resignation. When he tendered it to his boss it wasn't effective until the Board met and accepted it so he could rescind his resignation if he did it before the Board acted. I can go through these points with the Board on Wed. Holben didn't change the law and you and I have been acting in conformity with it since you got here.

Scott

IN THE COURT OF APPEALS OF OHIO
TENTH APPELLATE DISTRICT

Gary J. Holben, :
Appellant-Appellee, :
v. : No. 09AP-215
Ohio State Medical Board, : (C.P.C. No. 08CV 009550)
Appellee-Appellant. : (ACCELERATED CALENDAR)

D E C I S I O N

Rendered on December 3, 2009

*Moses Law Offices, L.L.C., and Michael A. Moses, for
appellee Gary J. Holben.*

*Richard Cordray, Attorney General, and Timothy M. Miller, for
appellant Ohio State Medical Board.*

APPEAL from the Franklin County Court of Common Pleas.

BRYANT, J.

{¶1} Appellant, Ohio State Medical Board ("medical board"), appeals from a judgment of the Franklin County Court of Common Pleas reversing a decision of the State Personnel Board of Review ("SPBR") that dismissed the appeal of appellee, Gary J. Holben, a former employee of the medical board, for lack of jurisdiction under R.C. 124.03(A)(1). The medical board assigns a single error:

The Common pleas [court] erred when it reversed the decision by the State Personnel Board of Review to dismiss the appeal of Gary Holben.

Because the common pleas court correctly concluded the decision of the SPBR is contrary to law and lacks reliable, probative, and substantial evidence to support it, we affirm the court's judgment.

I. Factual and Procedural Overview

{¶2} Beginning in February 2005, the medical board employed Holben as a human resources administrator, a classified employee position within the state civil service. See R.C. 124.01. Holben's direct supervisor was Richard Whitehouse, the medical board's executive director.

{¶3} Prior to August 2006, Whitehouse met with Holben on several occasions to discuss Holben's resigning from employment due to the expressed dissatisfaction of the medical board members regarding his job performance. On August 7, 2006, Holben submitted a letter to Whitehouse and the medical board notifying them of his "intent to resign" his employment. Holben's letter indicated his last working day in the office would be December 22, 2006, and it specified his resignation would become effective when, on a subsequent date, his vacation and personal leave balance drew down to eight hours or less.

{¶4} In response to Holben's letter, Whitehouse issued a memorandum to Holben on August 7, 2006 acknowledging receipt of his letter of resignation and notifying him that "on behalf of the State Medical Board of Ohio, your resignation has been accepted." Whitehouse promptly notified the medical board's president that he received and accepted Holben's resignation.

{¶5} On November 30, 2006, Holben submitted a letter to Whitehouse and the medical board with the stated purpose "to advise you that I am rescinding my August 7, 2006 letter, which discussed my employment." Explaining the August letter "was an attempt to resolve issues which had been raised by Mr. Whitehouse," the November letter pointed out that "[a]s you are aware, there was no effective date of my resignation contained therein, and it in no way constituted a relinquishment of my employment."

{¶6} Through Whitehouse's memorandum dated December 7, 2006, and a letter of the medical board's attorney dated December 15, 2006, Holben's attempt to rescind his resignation was denied; he was advised his resignation would become effective on December 22, 2006. Accordingly, Holben's last day of active work status was December 22, 2006, and he was compensated for his remaining leave balances. The record is undisputed that the medical board neither voted nor passed a resolution to accept Holben's resignation until January 2007.

{¶7} Holben filed an appeal with the SPBR alleging the medical board improperly removed him from employment. Following a hearing on the matter, an administrative law judge ("ALJ") issued a report and recommendation that concluded Holben voluntarily resigned his employment with the medical board on August 7, 2006. The ALJ, however, also determined the medical board, which serves as the appointing authority for its employees pursuant to R.C. 4731.05(B), had not conferred any power upon Whitehouse to accept Holben's resignation on the board's behalf. (Mar. 21, 2008 Report and Recommendation ("R&R"), 6-7). As a result, the ALJ concluded Holben's resignation was not timely or properly "accepted" prior to his November 30, 2006 rescission. (R&R, 6-7.)

{¶8} Applying *Davis v. Marion Cty. Engineer* (1991), 60 Ohio St.3d 53, the ALJ determined that Holben should have been permitted to rescind or withdraw his resignation on November 30, 2006, as the medical board neither took any action nor adopted a resolution to accept Holben's resignation until January 2007, after Holben rescinded his resignation. (R&R, 7.) Concluding Holben's involuntary separation from employment on December 22, 2006 constituted an improper "de facto removal" under R.C. 124.34, the ALJ recommended that the SPBR disaffirm Holben's removal and reinstate him to his position with back pay and benefits. (R&R, 7.)

{¶9} The SPBR adopted the ALJ's finding that Holben voluntarily resigned, but it rejected the ALJ's recommendation. The SPBR instead concluded Whitehouse possessed the requisite authority, as the executive director of the medical board, to accept a board employee's resignation and, consistent with that authority, timely and properly accepted Holben's resignation prior to his attempt to rescind it. The SPBR dismissed Holben's appeal, concluding it lacked jurisdiction over the matter pursuant to R.C. 124.03. (June 26, 2008 Order.)

{¶10} Holben appealed the SPBR's order to the Franklin County Court of Common Pleas. The court concurred in the ALJ's determination that Whitehouse lacked authority to accept Holben's resignation on behalf of the medical board. (Jan. 14, 2009 Decision on Merits of Appeal, 8.) Concluding the SPBR's decision was contrary to law and lacked reliable, probative, and substantial evidence to support it, the common pleas court ordered Holben to be reinstated to his position, with back pay and benefits, effective December 22, 2006. (Decision, 8-9.) The court thus reversed the SPBR's decision and order. (Feb. 6, 2009 Judgment.) The medical board timely appealed.

II. Standard of Review

{¶11} Under R.C. 119.12, a common pleas court, in reviewing an order of an administrative agency, must consider the entire record to determine whether reliable, probative, and substantial evidence supports the agency's order and the order is in accordance with law. *Univ. of Cincinnati v. Conrad* (1980), 63 Ohio St.2d 108, 110-11. The common pleas court's "review of the administrative record is neither a trial de novo nor an appeal on questions of law only, but a hybrid review in which the court 'must appraise all the evidence as to the credibility of the witnesses, the probative character of the evidence, and the weight thereof.'" *Lies v. Veterinary Med. Bd.* (1981), 2 Ohio App.3d 204, 207, quoting *Andrews v. Bd. of Liquor Control* (1955), 164 Ohio St. 275, 280. The common pleas court must give due deference to the administrative agency's resolution of evidentiary conflicts, but "the findings of the agency are by no means conclusive." *Conrad* at 111. The common pleas court conducts a de novo review of questions of law, exercising its independent judgment in determining whether the administrative order is "in accordance with law." *Ohio Historical Soc. v. State Emp. Relations Bd.* (1993), 66 Ohio St.3d 466, 471.

{¶12} An appellate court's review of an administrative decision is more limited than that of a common pleas court. *Pons v. Ohio State Med. Bd.* (1993), 66 Ohio St.3d 619, 621. The appellate court is to determine only whether the common pleas court abused its discretion. *Id.*; *Blakemore v. Blakemore* (1983), 5 Ohio St.3d 217, 219 (defining an abuse of discretion). Absent an abuse of discretion, a court of appeals may not substitute its judgment for that of an administrative agency or the common pleas court. *Pons*, supra. An appellate court, however, has plenary review of purely legal

questions. *Big Bob's, Inc. v. Ohio Liquor Control Comm.*, 151 Ohio App.3d 498, 2003-Ohio-418, ¶15.

III. Assignment of Error

{¶13} The medical board contends the common pleas court erroneously determined that only the medical board as the statutorily designated appointing authority for its employees, and not the board's executive director acting on the board's behalf, properly could "accept" Holben's resignation. The medical board asserts the common pleas court's determination is contrary to *Davis*, which expressly allows a public employer's agent to accept a public employee's resignation on behalf of the public employer.

{¶14} In *Davis*, the Supreme Court of Ohio considered "whether, and under what circumstances, a public employee or officer may withdraw his or her prospective resignation before its effective date." *Id.* at 53. The court held that "[a] public employee may rescind or withdraw a tender of resignation at any time prior to its effective date, so long as the public employer has not formally accepted such tender of resignation." *Id.* at paragraph one of the syllabus. The court explained "[a]cceptance of a resignation should be in writing, and should encompass some type of affirmative act that clearly indicates that the tender of resignation is *accepted by someone empowered by the public employer to do so.*" (Emphasis added.) *Id.* at 54, citing *Reiter v. State, ex rel.* (1894), 51 Ohio St. 74, paragraph one of the syllabus. The court stated that, "[a]bsent acceptance in this manner, the public employee should be free to withdraw his or her tender of resignation prior to its purported effective date." *Davis* at 54.

{¶15} According to Holben's August 7, 2006 letter tendering his resignation, the resignation would not become effective until some time after December 22, 2006. Under *Davis*, Holben was free to withdraw his tendered resignation at any time prior to its effective date so long as "someone empowered" by his public employer had not "formally accepted" the resignation.

{¶16} Holben's "public employer" was the medical board, the statutorily designated appointing authority for its employees pursuant to R.C. 4731.05(B). See *Atha v. Ohio State Med. Bd.* (Mar. 8, 1979), 10th Dist. No. 78AP-448. An "appointing authority" is "the officer, commission, board, or body having the power of appointment to, or removal from, positions in any office, department, commission, board, or institution." R.C. 124.01(D). See also Ohio Adm.Code 124-1-02(E) and (AA); *State ex rel. Minor v. Eschen* (1995), 74 Ohio St.3d 134, 137. The power to accept a public employee's resignation resides with the entity or person having the authority to appoint or remove the employee. *Fogle v. Village of Carlisle* (Dec. 11, 2000), 12th Dist. No. CA2000-04-037; *In re Brookover* (C.A.6, 2003), 352 F.3d 1083. Because the medical board is the appointing authority for its employees, the power to hire and fire board employees and to accept resignations of board employees resides with the board. R.C. 124.01(D); *Minor*; *Fogle*; *Brookover*.

{¶17} No statute or administrative rule confers any power upon the executive director of the medical board to hire, fire or accept resignations of employees. In its appeal to this court, the medical board offered certain documents ostensibly as "supplemental authority" to support its argument that Whitehouse possessed the authority, as its executive director, to accept Holben's resignation on the board's behalf.

The proffered documents are "classification specifications" that the director of the Department of Administrative Services apparently created. They describe the essential duties and qualifications for "executive director" positions in state agencies, including the medical board. Although the classification specifications are issued pursuant to statute and administrative rule and under the aegis of R.C. 124.09(A) and Ohio Adm.Code 123:1-7-04, they are not themselves administrative rules. Moreover, because the board failed to present these documents in either the administrative proceedings or the proceedings in the common pleas court, we decline to consider them for the first time in the board's appeal to this court.

{¶18} Despite the absence of a statute or rule that grants the medical board's executive director the authority to hire, fire or accept resignations of employees, the medical board cites two reasons that in the aggregate confer on Whitehouse the power to accept Holben's resignation on behalf of the medical board. Initially, the medical board notes that it appointed Whitehouse as its executive director pursuant to statutory authority granted in R.C. 4731.05(B), which directs the board to appoint an executive director. Secondly, it points out that the board's annual resolution appointing Whitehouse as its executive director expressly vested him with the authority to act on the board's behalf in personnel actions. Specifically, the resolution "authorize[s] the executive director to sign, on behalf of the board, any personnel actions, fiscal documents and any disciplinary documents" the medical board otherwise would have to sign "as the appointing authority, following resolution of the board to take such action." (Minutes of Jan. 12, 2006 Meeting of State Medical Board.)

{¶19} Premised on the annual resolution language, the medical board contends Whitehouse's authority to act on behalf of the board in "personnel actions" extended to accepting employees' tendered resignations. The medical board argues the common pleas court misinterpreted the board's resolution to mean that each time a medical board employee tenders a letter of resignation, the board must pass a resolution accepting the employee's resignation before Whitehouse can sign a document accepting the resignation on the board's behalf. The medical board argues such a requirement would impose an unreasonable burden on the board and would make the executive director essentially useless in managing the board's daily operations.

{¶20} The medical board's arguments, if accepted, would undermine this court's previous observation that " '[t]he Davis Court set a very high standard for the establishment of formal acceptance.' " *Gallagher v. Ross Cty. Sheriff*, 10th Dist. No. 06AP-942, 2007-Ohio-847, ¶25, quoting *Gusman v. Strongville Bd. of Edn.*, 8th Dist. No. 83042, 2003-Ohio-7077, ¶24. The standard is not met here. Contrary to the medical board's contention that its yearly resolution appointing Whitehouse as its executive director vested him with the authority to formally accept Holben's resignation on the board's behalf, the resolution authorizes him only "to sign" on the board's behalf in "personnel actions," and to do so only "following resolution of the board to take such action." Because the medical board took no formal action and passed no resolution until January 2007 that authorized Whitehouse to accept Holben's resignation, Whitehouse did not have the authority to accept the resignation on August 7, 2006 on behalf of the medical board. Holben should have been permitted to rescind or withdraw his resignation on November 30, 2006, before the resignation became effective. To the extent the

medical board seeks to vest greater authority in Whitehouse, it may pass a resolution that, unlike its annual resolution, grants such authority to him.

{¶21} Because the SPBR wrongly concluded Whitehouse had the requisite authority, as the executive director of the medical board, to accept Holben's resignation, the common pleas court correctly reversed the SPBR's decision as contrary to law and lacking support of reliable, probative, and substantial evidence. Accordingly, we affirm the common pleas court's judgment.

Judgment affirmed.

SADLER and CONNOR, JJ., concur.

CE 2's for Board Review / Approval 1/27/2010

Course Number	Name	City	State	Zip	Course Title	Course Date	Hours
315	Michael Pompili	Reynoldsburg	Ohio	43068	Emergency Planning & Special Needs Populations	8/4/2009	2.5
316	Jon Lindsay	Archbold	Ohio	43502	Environmental Health Training In Emergency Response	11/25/2009	14
317	Nancy Niehaus	Thompson	Ohio	44086	Person in Charge	11/12/2009	3
318	Michael Beal	Custar	Ohio	43511	Ground Water Geochemistry & Isotopes: Do's & Don'ts for Field Sampling & Analysis	11/17/2009	1
319	Michael Beal	Custar	Ohio	43511	Advances in the Water Well Industry Over the Past 20 Years	11/18/2009	1
320	Michael Beal	Custar	Ohio	43511	Reverse Circulation Drilling	11/19/2009	1
321	Jason Work	West Union	Ohio	45693	Adams County Source Water Protection	10/19/2009	1
322	Jason Work	West Union	Ohio	45693	Adams County Source Water Protection	11/16/2009	1
323	Jon Johns	Newcomerstown	Ohio	43832	FDA Central Region Milk Seminar	11/19/2009	13
324	Donald Lane	Cincinnati	Ohio	45215	International Association of Food Protection Annual Meeting 2009	7/15/2009	18
325	Alison Capoun	Akron	Ohio	44312	Managing the Media: Crisis Communications & Media Training	11/16/2009	4
326	Amy Brown	Perrysburg	Ohio	43551	St. Croix Facilities Tour	10/22/2009	8
327	Darla Bokeno	Hamilton	Ohio	45015	Storm Water Management	11/3/2009	5
328	Ryan Peltier	Cincinnati	Ohio	45244	ATSDR Case Studies in Environmental Medicine: Cholinesterase Inhibitors	11/24/2009	3

CE 2's for Board Review / Approval 1/27/2010

329	Ryan Peltier	Cincinnati	Ohio	45244	Continuity of Operations Awareness	11/25/2009	1
330	Ryan Peltier	Cincinnati	Ohio	45244	Introduction to Continuity of Operations Planning for Pandemic Influenzas	11/25/2009	1
331	Ernest Britton	Granite Falls	NC	28630	State Smoking Prohibitions in Public Places	11/30/2009	1
332	Ernest Britton	Granite Falls	NC	28630	Radon: The Forgotten Menace	11/30/2009	1
333	Ernest Britton	Granite Falls	NC	28630	Twenty Five Years of IAQ Complaint Resolution	11/30/2009	1
334	Ernest Britton	Granite Falls	NC	28630	Tools for Schools	11/30/2009	1
335	Ernest Britton	Granite Falls	NC	28630	Solving Our Supply Chain FS Dilemma	11/30/2009	1
336 A	Annie Snyder	Cleveland	Ohio	44114	Ohio Lake Erie Beach Program Roundtable	10/29/2009	4.25
336 B	Nancy Niehaus	Cleveland	Ohio	44114	Ohio Lake Erie Beach Program Roundtable	10/29/2009	4.25
337	Gene Nixon	Richfield	Ohio	44286	Infectious Disease & Water	11/11/2009	1
338	Gene Nixon	Richfield	Ohio	44286	MRSA & Antibiotic Use in Animal Agriculture: An Emerging Health Threat Down on the Farm	11/9/2009	1.5
339	Gene Nixon	Richfield	Ohio	44286	Climate Change & Public Health	11/10/2009	1.5
340	Gene Nixon	Richfield	Ohio	44286	Public Health & Global Water Issues: Policies for Collective Action	11/10/2009	1.5
341 A	Patrick McGrath	Circleville	Ohio	43113	2009 AOP Fall Workshop	10/16/2009	7.5
341 B	Rebecca Lyon	Columbus	Ohio	43215	2009 AOP Fall Workshop	10/16/2009	7.5
341 C	Joe Harrod	Lexington	Ohio	44904	2009 AOP Fall Workshop	10/16/2009	7.5
341 D	Kathryn Culver Madden	Columbus	Ohio	43215	2009 AOP Fall Workshop	10/16/2009	7.5

CE 2's for Board Review / Approval 1/27/2010

341 E	Aaron DelCotto	Columbus	Ohio	43206	2009 AOP Fall Workshop	10/16/2009	7.5
342 A	Christina Gallion	Canton	Ohio	44710	OSHA HAZWOPER 8 Hour Refresher	11/23/2009	8
342 B	Kirkland Norris	North Canton	Ohio	44720	OSHA HAZWOPER 8 Hour Refresher	11/23/2009	8
342 C	Philip Revlock	Massillon	Ohio	44646	OSHA HAZWOPER 8 Hour Refresher	11/23/2009	8
342 D	Amy Ascani	North Canton	Ohio	44720	OSHA HAZWOPER 8 Hour Refresher	11/23/2009	8
342 E	Randall Ruszkowski	Louisville	Ohio	44641	OSHA HAZWOPER 8 Hour Refresher	11/23/2009	8
343 A	Paul Bauman	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 B	Michael Butcher	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 C	Nathan Fries	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 D	Kelly Sattler	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 E	Gillian Wilke	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 F	Kelly Cipiti	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 G	Ryan Sekinger	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 H	Brandon Tester	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 I	Konni Sutfield	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 J	Jodi Vaughan	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 K	Mary Burns	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 L	Michael Brady	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 M	Nick Kusina	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 N	Lana Glore	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 O	Jennifer Gottschalk	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 P	Julie Nye	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 Q	Kerry Stanley	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75

CE 2's for Board Review / Approval 1/27/2010

343 R	Sara Becker	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 S	Kevin Halligan	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 T	Vaughn Jackson	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 U	Stacy Seger	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
343 V	Cheryl Murphy	Toledo	Ohio	43604	Toledo Zoo Seminar & Tour	10/19/2009	3.75
344	Charles Schroeder	Mogadore	Ohio	44260	FDA Central Region Milk Seminar	11/19/2009	15.25
345	Michael Joseph	Oakwood	Ohio	45419	Industrial & Environmental Safety	12/18/2009	6
346	Gregory Spear	Gallipolis	Ohio	45631	ServSafe	5/19/2009	14.25
347	F. Charles Hart	Athens	Ohio	45701	Electrical Hazards Recognition & Abatement	12/4/2009	18
348	Jane Tomcisin	Kettering	Ohio	45440	Access 2002 Level 1	12/9/2009	13
349	Jane Tomcisin	Kettering	Ohio	45440	8 Hour HAZWOPER Refresher	11/13/2009	8
350	Thomas Edwards	Silver Lake	Ohio	44224	Environmental Health Training In Emergency Response	12/10/2009	18
351	Clarissa Gereby	Walton Hills	Ohio	44146	DSIWM Inspector Group Meeting October 2009	10/28/2009	3
352	J. Aaron Edwards	South Portsmouth	KY	41174	ENV 510: Environmental Health & Epidemiology	11/10/2009	18
353	Charles Hooper	Zanesville	Ohio	43702	GroupWise 7.0	12/9/2009	11
354	Achal Garg	Cincinnati	Ohio	45241	Lead Risk Assessor Training	10/8/2009	6
355	Robert Large	Springfield	Ohio	45502	GeoRG Training	3/12/2009	4
356	Robert Perry	Mt. Orab	Ohio	45154	Hazardous Waste Operations & Emergency Response	4/14/2009	7.25
357	Rob Caudill	Riverview	FL	33569	H1N1 Tabletop Exercise	10/20/2009	1.5
358	Merrilee Taylor	Rushville	Ohio	43150	IS 240: Leadership & Influence	3/24/2000	9
359	Merrilee Taylor	Rushville	Ohio	43150	IS 241: Decision Making & Problem Solving	4/6/2009	8

CE 2's for Board Review / Approval 1/27/2010

360	Merrilee Taylor	Rushville	Ohio	43150	IS 242: Effective Communication	6/12/2009	8
361	Merrilee Taylor	Rushville	Ohio	43150	IS 244: Developing & Managing Volunteers	6/16/2009	10
362	Merrilee Taylor	Rushville	Ohio	43150	IS 230: Principles of Emergency Management	3/16/2009	10
363	Merrilee Taylor	Rushville	Ohio	43150	IS 235: Emergency Planning	3/16/2009	10
364 A	Mark Smirldo	Canal Fulton	Ohio	44614	Airport Wildlife Hazard Mitigation	11/19/2009	1
364 B	Bethany Yoder	Alliance	Ohio	44601	Airport Wildlife Hazard Mitigation	11/19/2009	1
364 C	Philip Revlock	Massillon	Ohio	44646	Airport Wildlife Hazard Mitigation	11/19/2009	1
364 D	Todd Ascani	North Canton	Ohio	44708	Airport Wildlife Hazard Mitigation	11/19/2009	1
364 E	Bethany Perkowski	Massillon	Ohio	44647	Airport Wildlife Hazard Mitigation	11/19/2009	1
364 F	Nicholas Hammer	Bolivar	Ohio	44612	Airport Wildlife Hazard Mitigation	11/19/2009	1
364 G	Randall Ruskowski	Louisville	Ohio	44641	Airport Wildlife Hazard Mitigation	11/19/2009	1
364 H	Deborah Moore	North Canton	Ohio	44720	Airport Wildlife Hazard Mitigation	11/19/2009	1
364 I	Kirkland Norris	North Canton	Ohio	44720	Airport Wildlife Hazard Mitigation	11/19/2009	1
364 J	Scott Lenigan	Massillon	Ohio	44646	Airport Wildlife Hazard Mitigation	11/19/2009	1
364 K	Laura Fauss	Minerva	Ohio	44657	Airport Wildlife Hazard Mitigation	11/19/2009	1
364 L	Heather Maher	Malvern	Ohio	44644	Airport Wildlife Hazard Mitigation	11/19/2009	1
364 M	Christina Gallion	Canton	Ohio	44710	Airport Wildlife Hazard Mitigation	11/19/2009	1
364 N	Nancy Petrovski	North Canton	Ohio	44720	Airport Wildlife Hazard Mitigation	11/19/2009	1
364 O	John Pavel	Massillon	Ohio	44646	Airport Wildlife Hazard Mitigation	11/19/2009	1
364 P	Todd Paulus	East Canton	Ohio	44730	Airport Wildlife Hazard Mitigation	11/19/2009	1
364 Q	Ivan Langovsky	Uniontown	Ohio	44685	Airport Wildlife Hazard Mitigation	11/19/2009	1
365	Sharon Stanley	Circleville	Ohio	43113	3rd National Congress on Health System Readiness	12/5/2009	18
366 A	Jill Olberding	Troy	Ohio	45373	Incinerators & Waste to Energy Facilities	11/10/2009	0.5

CE 2's for Board Review / Approval 1/27/2010

366 B	Holly Hillyer	Loveland	Ohio	45140	Incinerators & Waste to Energy Facilities	11/10/2009	0.5
366 C	Michelle Ackenhausen	Xenia	Ohio	45385	Incinerators & Waste to Energy Facilities	11/10/2009	0.5
366 D	Tracy Buchanan	Dayton	Ohio	45415	Incinerators & Waste to Energy Facilities	11/10/2009	0.5
366 E	Marie Lammers	Huber Heights	Ohio	45424	Incinerators & Waste to Energy Facilities	11/10/2009	0.5
366 F	Michael Reiser	Bowling Green	Ohio	43402	Incinerators & Waste to Energy Facilities	11/10/2009	0.5
367	Jane Kay	Cincinnati	Ohio	45211	NIMS Public Information Systems	12/2/2009	3
368	Lorraine Mikota	West Middlesex	PA	16159	2009 Annual Bureau of Food Safety & Lab Services Training	5/26/2009	18
369	Merrilee Taylor	Rushville	Ohio	43150	Homeland Security Exercise & Evaluation Program	6/8/2009	18
370	Kenya Crisp	Cleveland	Ohio	44104	2009 Northeast Ohio RMRS Conference	7/24/2009	5
371	Kenya Crisp	Cleveland	Ohio	44104	Bacillus Anthracis	11/27/2009	1
372	John Greuey	Malta	Ohio	43758	Extended Aeration Workshop	9/24/2009	6
373	Keith Lodge	Lore City	Ohio	43755	Dietary Supplement GMP	3/24/2009	18
374	William Grigsby	Cincinnati	Ohio	45240	Science of Food Profiling: Determining Adulteration, Authenticity, & Origin of Foods	11/10/2009	1
375	Jessica Shelby	Cincinnati	Ohio	45255	Crisis Management for School Based Incidents	11/13/2009	7
376	Laura Gulker	Ottawa	Ohio	45875	Biology & Control of Insects & Rodents	12/31/2009	18

CE 2's for Board Review / Approval 1/27/2010

377	Gary Radabaugh	Oak Hill	Ohio	45656	Introduction to the Incident Command System for Healthcare/Hospitals	12/15/2009	2.5
378	Marjorie Broadhead	Clyde	Ohio	43410	WMD Hands On Training	1/9/2009	16
379	Marjorie Broadhead	Clyde	Ohio	43410	Pandemic Influenza Planning & Preparedness	1/9/2009	18
380	Lewis Jones	Grove City	Ohio	43123	Food & Drug Administration Region Milk Seminar	11/19/2009	13
381	Scott Heidenreich	Mount Perry	Ohio	43760	Standards for Installing Geothermal Heat Pumps	10/22/2009	1.25
382	Jaclyn Kistler	Fort Wayne	IN	46814	Healthy Water Summit: Public Swimming Pools, Spas, and Water Parks	12/2/2009	3.75
383 A	Greg Cassiere	Cincinnati	Ohio	45255	E-Core Disaster Life Support	10/19/2009	4
383 B	Dave Ellert	Cincinnati	Ohio	45236	E-Core Disaster Life Support	10/19/2009	4
384	Jacque Varty	Bloomdale	Ohio	44817	H1N1 Flu Clinic	11/12/2009	1.5
385	Jimmy Logan	Gahanna	Ohio	43230	Mitigation Planning Workshop	11/18/2009	13
386 A	James Cogar	Lewis Center	Ohio	43035	2009 Delaware General Health District Program Managers Retreat	7/21/2009	5
386 B	Steven Burke	Delaware	Ohio	43015	2009 Delaware General Health District Program Managers Retreat	7/21/2009	5
387	James Cogar	Lewis Center	Ohio	43035	Delaware-Scioto Karst Stakeholders Meeting	5/21/2009	2
388	James Cogar	Lewis Center	Ohio	43035	3rd Annual MaKoy Center Table Top Exercise	3/12/2009	5
389	James Cogar	Lewis Center	Ohio	43035	The Olentangy River Watershed Forum 2009	10/16/2009	5.75

CE 2's for Board Review / Approval 1/27/2010

390	Dorothy Allison	East Cleveland	Ohio	44112	Essentials for Healthy Homes Practitioners Course	9/28/2009	8
391	Steven Burke	Delaware	Ohio	43015	Sewage Contractor Workshop	4/15/2009	3.75
392	John Gedeon	Cleveland	Ohio	44111	Hersh Training Seminar	11/9/2009	3.25
393	John Gedeon	Cleveland	Ohio	44111	Pest World 2009	10/29/2009	3
394 A	M. Beth Lackey	Springfield	Ohio	45502	Sewage Installer, Service Provider, & Septage Hauler Training	11/20/2009	3
394 B	Jackie Gruza	Dayton	Ohio	45424	Sewage Installer, Service Provider, & Septage Hauler Training	11/20/2009	2.5
395	Cammie Mitrone	Hamilton	Ohio	45013	Joint Information Systems & Centers	3/6/2009	3
396	Kimberly Burnham	Toledo	Ohio	43615	Backflow Prevention & Cross Connection Control	12/9/2009	1
397	Kimberly Burnham	Toledo	Ohio	43615	Virtual System Explorer 2006	12/9/2009	4
398	Thom May	Dover	DE	19901	Fall 2009 SEHD Meeting	10/29/2009	6.5
399	Fleming Mosely	Elyria	Ohio	44035	Multiagency Coordination Systems	8/6/2009	5
400	David Budd	Ravenna	Ohio	44266	8 Hour HAZWOPER Refresher	9/10/2009	8
401	David Budd	Ravenna	Ohio	44266	Asbestos Building Inspector/Management Planner Refresher	3/26/2009	5.25
402	David Budd	Ravenna	Ohio	44266	RCRA Annual Review Training	10/9/2009	4
403	Christel Sherron	Chillicothe	Ohio	45601	LT2 Schedule 4 Workshop	10/21/2009	2.75
404	Clyde Collins	Dayton	Ohio	45405	25 International Conference on Soils, Sediment, Water, & Energy	10/22/2009	18
405	Clyde Collins	Dayton	Ohio	45405	8 Hour HAZWOPER Refresher	2/13/2009	8
406	Kenya Crisp	Cleveland	Ohio	44104	Avian Influenza	11/30/2009	1

CE 2's for Board Review / Approval 1/27/2010

407	Jill Darrow	Lorain	Ohio	44052	OCTH 304: Human Anatomical Structure	12/15/2009	18
408	Gary Radabaugh	Oak Hill	Ohio	45656	Environmental Health Training In Emergency Response	1/7/2010	8.5
409	Matthew Hofelich	Fremont	Ohio	43420	Ohio Coordinating Committee for the Control of Depredating Birds	12/7/2009	0
410	Curt Anderson	New Bremen	Ohio	45869	Foreign Animal Disease Response Training	1/6/2010	7
411	Paul Wenning	Columbus	Ohio	43204	IS 701 A: Multiagency Coordination System	12/28/2009	2
412 A	Brain Ng	Cleveland	Ohio	44114	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25
412 B	Janet Gammell	Doylestown	Ohio	44230	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25
412 C	Sarah Burkholder	Brunswick	Ohio	44212	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25
412 D	Scott Ponza	Brunswick	Ohio	44212	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25

CE 2's for Board Review / Approval 1/27/2010

Course Number	Name	City	State	Zip	Course Title	Course Date	Hours
412 E	Dorothy Kloos	Avon	Ohio	44001	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25
412 F	Kimberly Campbell	Canton	Ohio	44706	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25
412 G	Karen Myers	Canal Fulton	Ohio	44614	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25
412 H	John Schoeni	Sebring	Ohio	44672	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25
412 I	Melissa O'Connell	Mansfield	Ohio	44904	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25
412 J	Don Manson	Cuyahoga Falls	Ohio	44221	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25
412 K	Bethany Yoder	Alliance	Ohio	44601	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25
412 L	Nancy Petrovski	North Canton	Ohio	44720	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25
412 M	Christina Gallion	Canton	Ohio	44710	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25
412 N	Heather Maher	Malvern	Ohio	44644	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25

CE 2's for Board Review / Approval 1/27/2010

412 O	Stanley Carlisle	Garrettsville	Ohio	44231	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25
412 P	Aimee Jung	Medina	Ohio	44256	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25
412 Q	Michael Bartlett	Medina	Ohio	44256	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25
412 R	Jason Ahrens	Wooster	Ohio	44691	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25
412 S	Rose Schleppi	Wooster	Ohio	44091	Proper Use of the Retail Food Establishment Process Review Inspection Form	1/7/2010	3.25
413 A	Timothy Tewksbary	Pleasant City	Ohio	43772	Food Microbiological Control 1: Overview of Microbiology	9/15/2009	1
413 B	Bradley Sherrick	Elida	Ohio	45807	Food Microbiological Control 1: Overview of Microbiology	9/15/2009	1
413 C	Clinton Priestley	Cleveland	Ohio	44102	Food Microbiological Control 1: Overview of Microbiology	9/15/2009	1
413 D	Racine Perry	Brunswick	Ohio	44212	Food Microbiological Control 1: Overview of Microbiology	9/15/2009	1
413 E	Brian Ng	Cleveland	Ohio	44114	Food Microbiological Control 1: Overview of Microbiology	9/15/2009	1

CE 2's for Board Review / Approval 1/27/2010

413 F	Donald Mers	Logan	Ohio	43138	Food Microbiological Control 1: Overview of Microbiology	9/15/2009	1
413 G	Mary Madlener	Columbus	Ohio	43214	Food Microbiological Control 1: Overview of Microbiology	9/15/2009	1
413 H	Lowell Lufkin	Dresden	Ohio	43821	Food Microbiological Control 1: Overview of Microbiology	9/15/2009	1
413 I	Keith Lodge	Lore City	Ohio	43755	Food Microbiological Control 1: Overview of Microbiology	9/15/2009	1
413 J	Matthew Fout	Waverly	Ohio	45690	Food Microbiological Control 1: Overview of Microbiology	9/15/2009	1
413 K	Dennis DeLong	Nevada	Ohio	44849	Food Microbiological Control 1: Overview of Microbiology	9/15/2009	1
413 L	Paige Craig	Brice	Ohio	43109	Food Microbiological Control 1: Overview of Microbiology	9/15/2009	1
413 M	Kathleen Cooper	Miamisburg	Ohio	45342	Food Microbiological Control 1: Overview of Microbiology	9/15/2009	1
413 N	Jason Channels	Springfield	Ohio	45506	Food Microbiological Control 1: Overview of Microbiology	9/15/2009	1
413 O	John Benthien	Pleasant Plain	Ohio	45162	Food Microbiological Control 1: Overview of Microbiology	9/15/2009	1

CE 2's for Board Review / Approval 1/27/2010

413 P	Crystal Stevenson	Columbus	Ohio	43227	Food Microbiological Control 1: Overview of Microbiology	9/15/2009	1
413 Q	Dan Milo	Mentor	Ohio	44060	Food Microbiological Control 1: Overview of Microbiology	9/15/2009	1
414 A	Dan Milo	Mentor	Ohio	44060	Food Microbiological Control 2A: Gram Negative Rods	9/15/2009	1
414 B	Crystal Stevenson	Columbus	Ohio	43227	Food Microbiological Control 2A: Gram Negative Rods	9/15/2009	1
414 C	John Benthien	Pleasant Plain	Ohio	45162	Food Microbiological Control 2A: Gram Negative Rods	9/15/2009	1
414 D	Jason Channels	Springfield	Ohio	45506	Food Microbiological Control 2A: Gram Negative Rods	9/15/2009	1
414 E	Kathleen Cooper	Miamisburg	Ohio	45342	Food Microbiological Control 2A: Gram Negative Rods	9/15/2009	1
414 F	Paige Craig	Brice	Ohio	43109	Food Microbiological Control 2A: Gram Negative Rods	9/15/2009	1
414 G	Dennis DeLong	Nevada	Ohio	44849	Food Microbiological Control 2A: Gram Negative Rods	9/15/2009	1
414 H	Matthew Fout	Waverly	Ohio	45690	Food Microbiological Control 2A: Gram Negative Rods	9/15/2009	1
414 I	Keith Lodge	Lore City	Ohio	43755	Food Microbiological Control 2A: Gram Negative Rods	9/15/2009	1
414 J	Lowell Lufkin	Dresden	Ohio	43821	Food Microbiological Control 2A: Gram Negative Rods	9/15/2009	1

CE 2's for Board Review / Approval 1/27/2010

414 K	Mary Madlener	Columbus	Ohio	43214	Food Microbiological Control 2A: Gram Negative Rods	9/15/2009	1
414 L	Donald Mers	Logan	Ohio	43138	Food Microbiological Control 2A: Gram Negative Rods	9/15/2009	1
414 M	Brian Ng	Cleveland	Ohio	44114	Food Microbiological Control 2A: Gram Negative Rods	9/15/2009	1
414 N	Racine Perry	Brunswick	Ohio	44212	Food Microbiological Control 2A: Gram Negative Rods	9/15/2009	1
414 O	Clinton Priestley	Cleveland	Ohio	44102	Food Microbiological Control 2A: Gram Negative Rods	9/15/2009	1
414 P	Bradley Sherrick	Elida	Ohio	45807	Food Microbiological Control 2A: Gram Negative Rods	9/15/2009	1
414 Q	Timothy Tewksbary	Pleasant City	Ohio	43772	Food Microbiological Control 2A: Gram Negative Rods	9/15/2009	1
415 A	Timothy Tewksbary	Pleasant City	Ohio	43772	Food Microbiological Control 2B: Gram Positive Rods	9/15/2009	2
415 B	Bradley Sherrick	Elida	Ohio	45807	Food Microbiological Control 2B: Gram Positive Rods	9/15/2009	2
415 C	Clinton Priestley	Cleveland	Ohio	44102	Food Microbiological Control 2B: Gram Positive Rods	9/15/2009	2
415 D	Racine Perry	Brunswick	Ohio	44212	Food Microbiological Control 2B: Gram Positive Rods	9/15/2009	2
415 E	Brian Ng	Cleveland	Ohio	44114	Food Microbiological Control 2B: Gram Positive Rods	9/15/2009	2
415 F	Donald Mers	Logan	Ohio	43138	Food Microbiological Control 2B: Gram Positive Rods	9/15/2009	2

CE 2's for Board Review / Approval 1/27/2010

415 G	Mary Madlener	Columbus	Ohio	43214	Food Microbiological Control 2B: Gram Positive Rods	9/15/2009	2
415 H	Lowell Lufkin	Dresden	Ohio	43821	Food Microbiological Control 2B: Gram Positive Rods	9/15/2009	2
415 I	Keith Lodge	Lore City	Ohio	43755	Food Microbiological Control 2B: Gram Positive Rods	9/15/2009	2
415 J	Matthew Fout	Waverly	Ohio	45690	Food Microbiological Control 2B: Gram Positive Rods	9/15/2009	2
415 K	Dennis DeLong	Nevada	Ohio	44849	Food Microbiological Control 2B: Gram Positive Rods	9/15/2009	2
415 L	Paige Craig	Brice	Ohio	43109	Food Microbiological Control 2B: Gram Positive Rods	9/15/2009	2
415 M	Kathleen Cooper	Miamisburg	Ohio	45342	Food Microbiological Control 2B: Gram Positive Rods	9/15/2009	2
415 N	Jason Channels	Springfield	Ohio	45506	Food Microbiological Control 2B: Gram Positive Rods	9/15/2009	2
415 O	John Benthien	Pleasant Plain	Ohio	45162	Food Microbiological Control 2B: Gram Positive Rods	9/15/2009	2
415 P	Crystal Stevenson	Columbus	Ohio	43227	Food Microbiological Control 2B: Gram Positive Rods	9/15/2009	2
415 Q	Dan Milo	Mentor	Ohio	44060	Food Microbiological Control 2B: Gram Positive Rods	9/15/2009	2
416 A	Timothy Tewksbary	Pleasant City	Ohio	43772	Food Microbiological Control 3: Foodborne Viruses	9/15/2009	1
416 B	Bradley Sherrick	Elida	Ohio	45807	Food Microbiological Control 3: Foodborne Viruses	9/15/2009	1

CE 2's for Board Review / Approval 1/27/2010

416 C	Clinton Priestley	Cleveland	Ohio	44102	Food Microbiological Control 3: Foodborne Viruses	9/15/2009	1
416 D	Racine Perry	Brunswick	Ohio	44212	Food Microbiological Control 3: Foodborne Viruses	9/15/2009	1
416 E	Brian Ng	Cleveland	Ohio	44114	Food Microbiological Control 3: Foodborne Viruses	9/15/2009	1
416 F	Donald Mers	Logan	Ohio	43138	Food Microbiological Control 3: Foodborne Viruses	9/15/2009	1
416 G	Mary Madlener	Columbus	Ohio	43214	Food Microbiological Control 3: Foodborne Viruses	9/15/2009	1
416 H	Lowell Lufkin	Dresden	Ohio	43821	Food Microbiological Control 3: Foodborne Viruses	9/15/2009	1
416 I	Keith Lodge	Lore City	Ohio	43755	Food Microbiological Control 3: Foodborne Viruses	9/15/2009	1
416 J	Matthew Fout	Waverly	Ohio	45690	Food Microbiological Control 3: Foodborne Viruses	9/15/2009	1
416 K	Dennis DeLong	Nevada	Ohio	44849	Food Microbiological Control 3: Foodborne Viruses	9/15/2009	1
416 L	Paige Craig	Brice	Ohio	43109	Food Microbiological Control 3: Foodborne Viruses	9/15/2009	1
416 M	Kathleen Cooper	Miamisburg	Ohio	45342	Food Microbiological Control 3: Foodborne Viruses	9/15/2009	1
416 N	Jason Channels	Springfield	Ohio	45506	Food Microbiological Control 3: Foodborne Viruses	9/15/2009	1
416 O	John Benthien	Pleasant Plain	Ohio	45162	Food Microbiological Control 3: Foodborne Viruses	9/15/2009	1

CE 2's for Board Review / Approval 1/27/2010

416 P	Crystal Stevenson	Columbus	Ohio	43227	Food Microbiological Control 3: Foodborne Viruses	9/15/2009	1
416 Q	Dan Milo	Mentor	Ohio	44060	Food Microbiological Control 3: Foodborne Viruses	9/15/2009	1
417 A	Timothy Tewksbary	Pleasant City	Ohio	43772	Food Microbiological Control 4: Foodborne Parasites	9/15/2009	2
417 B	Bradley Sherrick	Elida	Ohio	45807	Food Microbiological Control 4: Foodborne Parasites	9/15/2009	2
417 C	Clinton Priestley	Cleveland	Ohio	44102	Food Microbiological Control 4: Foodborne Parasites	9/15/2009	2
417 D	Racine Perry	Brunswick	Ohio	44212	Food Microbiological Control 4: Foodborne Parasites	9/15/2009	2
417 E	Brian Ng	Cleveland	Ohio	44114	Food Microbiological Control 4: Foodborne Parasites	9/15/2009	2
417 F	Donald Mers	Logan	Ohio	43138	Food Microbiological Control 4: Foodborne Parasites	9/15/2009	2
417 G	Mary Madlener	Columbus	Ohio	43214	Food Microbiological Control 4: Foodborne Parasites	9/15/2009	2
417 H	Lowell Lufkin	Dresden	Ohio	43821	Food Microbiological Control 4: Foodborne Parasites	9/15/2009	2

CE 2's for Board Review / Approval 1/27/2010

417 I	Keith Lodge	Lore City	Ohio	43755	Food Microbiological Control 4: Foodborne Parasites	9/15/2009	2
417 J	Matthew Fout	Waverly	Ohio	45690	Food Microbiological Control 4: Foodborne Parasites	9/15/2009	2
417 K	Dennis DeLong	Nevada	Ohio	44849	Food Microbiological Control 4: Foodborne Parasites	9/15/2009	2
417 L	Paige Craig	Brice	Ohio	43109	Food Microbiological Control 4: Foodborne Parasites	9/15/2009	2
417 M	Kathleen Cooper	Miamisburg	Ohio	45342	Food Microbiological Control 4: Foodborne Parasites	9/15/2009	2
417 N	Jason Channels	Springfield	Ohio	45506	Food Microbiological Control 4: Foodborne Parasites	9/15/2009	2
417 O	John Benthien	Pleasant Plain	Ohio	45162	Food Microbiological Control 4: Foodborne Parasites	9/15/2009	2
417 P	Crystal Stevenson	Columbus	Ohio	43227	Food Microbiological Control 4: Foodborne Parasites	9/15/2009	2
417 Q	Dan Milo	Mentor	Ohio	44060	Food Microbiological Control 4: Foodborne Parasites	9/15/2009	2
418	Scott Heidenreich	Mount Perry	Ohio	43760	IS 1: Emergency Program Manager	1/4/2010	10
419	Elizabeth Hoffman	Columbus	Ohio	43214	From Burgers to Tilapia	11/17/2009	1

CE 2's for Board Review / Approval 1/27/2010

420	William Kellough	Akron	Ohio	44305	Environmental Health Training In Emergency Response	1/6/2010	15
421	William Kellough	Akron	Ohio	44305	Sustainability: A Crucial New Role	1/5/2010	1
422	Jon Johns	Newcomerstown	Ohio	43832	Ohio Pest Management Association Winter Meeting	12/8/2009	4
423	Jimmy Logan	Gahanna	Ohio	43230	Mitigation Planning Workshop	11/18/2009	12
424	Timothy Kelly	Batavia	Ohio	45103	HSEEP Moblie Training	2/5/2009	18
425	Paul Desario	Medina	Ohio	44256	Public Health Dissertation	5/24/2009	18
426	William Grigsby	Cincinnati	Ohio	45240	A Complete Moisture Analysis	1/13/2010	1.25
427	Kenya Crisp	Cleveland	Ohio	44104	Public Health Surveillance Systems	1/7/2010	1
428 A	Laura Fauss	Minerva	Ohio	44657	Household Sewage Treatment System & Property Transfer Program Update	1/21/2010	2
428 B	Nicholas Hammer	Bolivar	Ohio	44612	Household Sewage Treatment System & Property Transfer Program Update	1/21/2010	2
429 A	Dereck Dudley	Bellbrook	Ohio	45305	Ohio Pesticide Commercial Applicator 2010 Recertification	1/13/2010	5
429 B	Vincent Lutz	Cincinnati	Ohio	45252	Ohio Pesticide Commercial Applicator 2010 Recertification	1/13/2010	5
430	Kenneth Hermiller	Columbus Grove	Ohio	45830	Emerging Food Safety Partners	1/7/2010	1
431	Kenneth Hermiller	Columbus Grove	Ohio	45830	Regulators & Retail Operators Working Together	1/7/2010	1
432	Jon Polstra	Hillsboro	Ohio	45133	NSF International Retail Food Services All Staff Meeting	9/27/2009	18
433	Brian Kimball	Cleveland	Ohio	44119	Healthy People in a Healthy Environment	10/28/2009	11.5

CE 2's for Board Review / Approval 1/27/2010

434	Christina Wilson	Jacksontown	Ohio	43030	IAFP 96th Annual Meeting	7/15/2009	12.5
435 A	Nancy Niehaus	Thompson	Ohio	44086	Alcohol & Drug Abuse Recognition, Aging, & Mental Health Awareness	12/21/2009	4
435 B	Chris Loxterman	Concord	Ohio	44060	Alcohol & Drug Abuse Recognition, Aging, & Mental Health Awareness	12/21/2009	4
435 C	Laura Kramer Kuns	Highland Heights	Ohio	44143	Alcohol & Drug Abuse Recognition, Aging, & Mental Health Awareness	12/21/2009	4
435 D	Davene Sarrocco Smith	Streetsboro	Ohio	44241	Alcohol & Drug Abuse Recognition, Aging, & Mental Health Awareness	12/21/2009	4
435 E	Tim Cox	Painesville	Ohio	44077	Alcohol & Drug Abuse Recognition, Aging, & Mental Health Awareness	12/21/2009	4
436	Willie Bess	Richmond Heights	Ohio	44143	Using Environmental Health Tracking Resources for Health Impact Assessment	1/13/2010	1
437	Willie Bess	Richmond Heights	Ohio	44143	Tools for Schools	1/12/2010	1
438	Willie Bess	Richmond Heights	Ohio	44143	The Sanitarian Role During Disaster Relief Efforts	1/12/2010	1
439	Willie Bess	Richmond Heights	Ohio	44143	Effectively Protecting Employees & the Public from Secondhand Smoke Exposure	1/12/2010	1
440	Matthew Hofelich	Fremont	Ohio	43420	64th Annual Celeryville Muck Crops School	1/7/2010	2
441	Roy Croy	Columbus	Ohio	43235	Preparing for & Responding to CMS Complaint Surveys	1/13/2010	3

CE 2's for Board Review / Approval 1/27/2010

442	Deborah Roth	Kettering	Ohio	45409	Contractors Workshop Design School	12/7/2009	6
443 A	Brian Kimball	Cleveland	Ohio	44119	Lead Risk Assessor/Contractor Workshop	12/1/2009	4
443 B	Joseph Aude	Cleveland	Ohio	44111	Lead Risk Assessor/Contractor Workshop	12/1/2009	4
444 A	Kenya Crisp	Cleveland	Ohio	44104	Conducting Environmental Health Assessments	12/24/2009	1
444 B	Wanda Foote	Cleveland	Ohio	44114	Conducting Environmental Health Assessments	1/7/2010	1
445 A	Kenya Crisp	Cleveland	Ohio	44104	Forensic Epidemiology Investigations	12/24/2009	1
445 B	Wanda Foote	Cleveland	Ohio	44114	Forensic Epidemiology Investigations	1/7/2010	1
446	Paul Greco	Poland	Ohio	44514	ODNR Mine Safety Training	1/13/2010	4
447 A	Randall Wightman	Boardman	Ohio	44512	Hazardous Waste Operations & Emergency Response	1/14/2010	7
447 B	Daniel Sahli	Youngstown	Ohio	44511	Hazardous Waste Operations & Emergency Response	1/14/2010	7
447 C	Joseph Bielecki	Cortland	Ohio	44410	Hazardous Waste Operations & Emergency Response	1/14/2010	7
448	Rebecca Bralek	Akron	Ohio	44301	OSHA HAZWOPER 8 Hour Refresher	1/15/2010	7
449	Ryan Brickman	Willowick	Ohio	44095	Strategic Perspectives of Emergency Management	12/15/2009	18
450	Ryan Brickman	Willowick	Ohio	44095	Fiscal Management	12/15/2009	18
451	Jacqueline Ward	Phoenix	AZ	85042	Vector Control	1/12/10	3
452	C. Thomas Bell	Lebanon	Ohio	45036	NEHA Annual Conference 2009	6/19/09	10

CE 2's for Board Review / Approval 1/27/2010

453	Kathryn Staker	Georgetown	Ohio	45121	OMHA Installer & Inspector Continuing Education Course	12/15/09	8
454	Don Barrett	Canal Winchester	Ohio	43110	IAFP 96th Annual Meeting	7/15/09	18
455	Stuart Lentz	Conway	SC	29526	Advanced Treatment Technologies	11/19/2009	6
456	Marco Deshaies	Athens	Ohio	45701	Brewing & Malting	11/12/09	5.5
457	Annemarie Hoffman	Columbus	Ohio	43206	Principles of Environmental Health	12/3/09	18
458	Christine Fienga	Medina	Ohio	44256	Onsite Wastewater Design School	12/7/09	6
459	Janet Gammell	Doylestown	Ohio	44230	Leadership	1/13/10	15
460	Janet Gammell	Doylestown	Ohio	44230	How to Supervise People	12/10/09	8
461	Janet Gammell	Doylestown	Ohio	44230	Environmental Public Health Tracking	1/14/10	1

CE 3 for Board Review Approval 1/27/2010

Reviewer	ATA	Agency	Contact	Address	City	State	Zip
Duane	660	Paratus Solutions, LLC	Carol Elliott	431 East Broad Street	Columbus	OH	43215
Jim	661	OSU College of Veterinary Medicine	Leslie Gusching	601 Vernon Tharp Street	Columbus	OH	43210
Jim	662	BWC Division of Safety and Hygiene	Connie Snider	13430 Yarmouth Drive	Pickerington	OH	43147

CE 4 for Board Review / Approval 1/27/2010

Course Number	Course Sponsor	Contact	Address	City	State	Zip	Course Name	Course Date	Hours
10-121	Ohio Environmental Protection Agency	Jim Long	50 West Town Street, Suite 700	Columbus	Ohio	43215	DSIWM Engineering Group Meeting: MSE Walls & Pipe/Culvert Strength & Deflection	1/21/2010	1.75
10-122	Ohio Department of Health	Pam Blais	246 North High Street	Columbus	Ohio	43215	Healthy Housing Intro for Professionals	Various	1.5
10-123	Ohio Environmental Protection Agency	Keith Riley	2110 East Aurora Road	Twinsburg	Ohio	44087	NEFCO Environmental Technical Advisory Committee: Emerging Issues With Storm Water	1/6/2010	0.75
10-124	Center for Public Health, OSU College of Public Health	Shirley Funt	5027 Smith Lab, 18th Avenue	Columbus	Ohio	43210	Continuous Quality Improvement Institute	1/7/2010	11.25
10-125	Ohio Environmental Protection Agency	Keith Riley	2110 East Aurora Road	Twinsburg	Ohio	44087	NE Ohio Water Environment Association Meeting	2/25/2010	5.75
10-126	Erie County Health Department	Mark Janowich	420 Superior Street	Sandusky	Ohio	44870	Regional Household Sewage Treatment System Meeting	12/9/2009	2.75
10-127	Morrow County Health Department	Jennifer Trainer	619 West Marion Road	Mt. Gilead	Ohio	43338	2009 Sewage Installer Class	1/13/2010	3
10-128	Ohio Emergency Management Agency	Phillip Johnson	2855 West Dublin Granville Road	Columbus	Ohio	43235	Foreign Animal Disease Responder	Various	7
10-129	Ohio Veterinary Medical Association	Kathleen Smith	3168 Riverside Drive	Columbus	Ohio	43221	Midwest Veterinary Conference	2/28/2010	Up to 24
10-130	Cuyahoga County Board of Health	Jill Lis	5550 Venture Drive	Parma	Ohio	44130	Ohio Lake Erie Beach Conference	1/22/2010	6.25
10-131	Cincinnati Health Department	William Grigsby	3101 Burnet Avenue	Cincinnati	Ohio	45229	Integrated Pest Management & Healthy Homes	5/6/2010	6.75
10-132	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Ohio River Water Quality/Vector Control/Childhood Lead Poisoning & Prevention/Healthy Homes	1/21/2010	6
10-133	Ohio Environmental Protection Agency	Keith Riley	2110 East Aurora Road	Twinsburg	Ohio	44087	Overview of Corrective Actions	2/11/2010	0.5

CE 4 for Board Review / Approval 1/27/2010

10-134	Public Health Dayton & Montgomery County	Alan Pierce	117 South Main Street	Dayton	Ohio	45422	ServSafe Essentials	1/26/2010	14
10-135	Ohio Environmental Protection Agency	Jim Long	50 West Town Street, Suite 700	Columbus	Ohio	43215	Disaster Debris Training	1/21/2010	4.5
10-136	Ohio Department of Agriculture Food Safety	Terri Gerhardt	8995 East Main Street	Reynoldsburg	Ohio	43068	Food Vulnerability Assessment Training	2/10/2010	10.5
10-137	Ohio Association of Plumbing Inspectors	Dale Williamson	P.O. Box 371	Brookville	Ohio	45309	52nd Annual OAPI Conference	2/21/2010	10
10-138	Belmont County Health Department	Michael Freeman	68501 Bannock Road	St. Clairsville	Ohio	43713	January 2010 Tri-State Environmental Health Meeting	1/27/2010	3
10-139	OSU College of Veterinary Medicine	Leslie Gusching	601 Vernon Tharp Street	Columbus	Ohio	43210	MRSA in Animals: An Emerging Public & Animals Health Problem	3/20/2010	7.5
10-140	Cuyahoga County Board of Health	Suzanne Krippel	5550 Venture Drive	Parma	Ohio	44130	Pharmaceuticals & The Environment	2/19/2010	1
10-141	Cuyahoga County Board of Health	Suzanne Krippel	5550 Venture Drive	Parma	Ohio	44130	Understanding Changes to Ohio's Pesticide Regulation	2/2/2010	1
10-142	Public Health Dayton & Montgomery County	Mark Case	117 South Main Street	Dayton	Ohio	45422	The ABC's of Mobile Food Service Operation	2/12/2010	1
10-143	Southeast Ohio Sanitarians Association	Wendy Hanna	c/o Hocking County Health Department, 132 Hocking Mall	Logan	Ohio	43138	Contractor's Workshop & Tradeshow	2/19/2010	5.75
10-144	Ohio Code Enforcement Officials Association	Joshua Harmon	P.O. Box 292434	Kettering	Ohio	45429	OCEOA Quarterly Meeting February 2010	2/18/2010	4
10-145	Wood County Health Department	Brad Espen	1840 East Gypsy Lane Road	Bowling Green	Ohio	43402	NEHA HACCP Manager Certification	1/20/2010	9.25
10-146 A	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Basic Food Law for State Regulators	Various	1
10-146 B	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Basics of HACCP: Overview of HACCP	Various	1
10-146 C	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Basics of HACCP: Prerequisite Programs & Preliminary Steps	Various	1
10-146 D	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Basics of HACCP: The Principles	Various	1

CE 4 for Board Review / Approval 1/27/2010

10-146 E	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Basics of Inspection: Beginning An Inspection	Various	2
10-146 F	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Basics of Inspection: Issues & Observations	Various	2
10-146 G	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Food Labeling	Various	1
10-146 H	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Food Microbiological Control 1: Overview of Microbiology	Various	1
10-146 I	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Food Microbiological Control 2A: Gram Negative Rods	Various	1
10-146 J	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Food Microbiological Control 2B: Gram Positive Rods	Various	2
10-146 K	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Food Microbiological Control 3: Foodborne Viruses	Various	1
10-146 L	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Food Microbiological Control 4: Foodborne Parasites	Various	2
10-146 M	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Food Microbiological Control 5: Controlling Growth Factors	Various	2
10-146 N	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Food Microbiological Control 6: Control By Refrigeration & Freezing	Various	1
10-146 O	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Food Microbiological Control 7A: Control by Thermal Processing	Various	2
10-146 P	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Food Microbiological Control 7B: Control by Pasteurization	Various	2
10-146 Q	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Food Microbiological Control 7C: Control by Retorting	Various	2
10-146 R	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Food Microbiological Control 8: Technology Based Food Processes	Various	2

CE 4 for Board Review / Approval 1/27/2010

10-146 S	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Food Microbiological Control 9: Natural Toxins	Various	2
10-146 T	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Food Microbiological Control 10: Aseptic Sampling	Various	2
10-146 U	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Food Microbiological Control 11: Good Manufacturing Practices	Various	2
10-146 V	Cincinnati Health Department	William Grigsby	3845 William P. Dooley By Pass	Cincinnati	Ohio	45223	Food Microbiological Control 12: Cleaning & Sanitizing	Various	2
10-147	District Board of Health Mahoning County	Dave Fetchko	50 Westchester Drive	Youngstown	Ohio	44515	Tattoo & Body Piercing Safety: A Course for Operators & Sanitarians	2/1/2010	4
10-148	Canton City Health Department	Christina Henning	420 Market Avenue North	Canton	Ohio	44702	Epi-Ready Team Training	3/30/2010	14
10-149	Cuyahoga County Board of Health	Brian Athey	5550 Venture Drive	Parma	Ohio	44130	Person in Charge: Foundations of Food Safety	Various	3
10-150	Mansfield, Ontario, Richland County Health Department	Matt Work	555 Lexington Avenue	Mansfield	Ohio	44907	Sewage Treatment System Evaluation	1/29/2010	3
10-151	Delaware General Health District	Stephanie DeGenaro	1 West Winter Street	Delaware	Ohio	43015	Basic Food Handler's Training	2/24/2010	2
10-152	Ohio Environmental Protection Agency	Keith Riley	2110 East Aurora Road	Twinsburg	Ohio	44087	NEFCO Environmental Technical Advisory Committee: EPA's Inland Lakes Sampling Program	2/3/2010	1
10-153	Columbiana County Health Department	Shannon Sellards	7360 State Route 45	Lisbon	Ohio	44432	Introduction to Ohio Department of Agriculture Division of Meat Inspection	2/25/2010	2
10-154	BWC Division of Safety and Hygiene	Connie Snider	13430 Yarmoth Drive	Pickerington	Ohio	43147	Ergonomics Applied	Various	18
10-155	BWC Division of Safety and Hygiene	Connie Snider	13430 Yarmoth Drive	Pickerington	Ohio	43147	Hazardous Waste Operations & Emergency Response Operations	Various	12



Ohio State Board of Sanitarian Registration
77 South High Street, 16th Floor
Columbus, Ohio 43215-6108

Governor
Ted Strickland
Executive Secretary
Stephanie Youst

January 28, 2010

Marjorie S. Broadhead
7201 North State Route 101
Clyde, OH 43410

Dear Ms. Broadhead:

This letter is in response to your request for the Board to consider continuing education earned outside the specified renewal period of February 1, 2009 through January 31, 2010.

Pursuant to rule 4736-12-01(E) of the Ohio Revised Code, continuing education must be completed within the 12 months immediately preceding the expiration date of your certificate of registration. Since this is not your first renewal, continuing education credits must have been earned between February 1, 2009 and January 31, 2010. At this time, you are still required to provide proof of completion of at least 1.25 hours to be eligible to renew your registration.

Should you have any questions, please feel free to contact me at (614) 466-1772 or stephanie.youst@exchange.state.oh.us.

Sincerely,



Stephanie K. Youst
Executive Secretary

12.1

Youst, Stephanie

From: Marjorie Broadhead [Marjorie.Broadhead@odh.ohio.gov]
Sent: Wednesday, January 20, 2010 10:32 AM
To: Youst, Stephanie
Subject: RE: RS CE Credits

I take exception to that rule

The Anniston course is under the Federal Government and only offered at specific times during the year. I feel it is unfair to not count towards my license renewal when I spent a week long training there and every course taken related to environmental concerns. This course was beyond the normal required training for an RS and I feel it should apply towards my upcoming license.

Because I took time off to attend the Anniston training and the cost of the course, I was unable to take more time off for CEUs throughout the rest of the year.

I ask that the board consider special circumstances since the course I attended was only offered at specific times, I had to go in a group setting because of costs, it was paid for through grant funds which had to be spent by a certain date

Respectfully,

Marjorie S. Broadhead, MBA, RN, RS
Seneca County Health Commissioner

From: Youst, Stephanie [Stephanie.Youst@exchange.state.oh.us]
Sent: Thursday, January 14, 2010 11:03 AM
To: Marjorie Broadhead
Subject: RS CE Credits

Marjorie -

I received your request for approval of the courses you took in Anniston last January. Those courses you submitted will be reviewed by the Board at the January 27 meeting; however, the hours will not count toward the hours needed to renew your registration on 1-31-10. The courses were taken in January 2009 and, in order to be applicable for CE for the upcoming renewal, they must have been taken between 2/1/09 and 1/31/10. At this time you are still 1.25 hours short.

Should you have any questions, please feel free to contact me. Have a nice day!

Steph

Stephanie Youst
Executive Secretary
Sanitarian Registration Board
77 South High Street, 16th Floor
Columbus, Ohio 43215-6108
(614) 466-1772 (Phone)
(614) 644-8112 (Fax)
<http://sanitarian.ohio.gov>

This message was secured by ZixCorp(<http://www.zixcorp.com>)(R)

This message was secured by ZixCorp(R)