



State Board of Sanitarian Registration Twenty-Fourth Annual Report

This report of the State Board of Sanitarian Registration covers the activities of the Board from September 20, 2000 through August 22, 2001. The financial report covers Fiscal Year 2001.

History

The Board was created in 1977 by Amended House Bill 137 of the 112th General Assembly as a voluntary sanitarian registration program. Sanitarian registration became mandatory for individuals who engage in the practice of environmental health on July 20, 1987 by the passage of Amended Substitute House Bill 129.

Mission Statement

The mission of the Board is to protect public health by ensuring 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.

The State Board of Sanitarian Registration consists of seven (7) members, including the Director of Health or his designated representative, the Director of the Environmental Protection Agency or his designated representative, and five (5) 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.

The State Board of Sanitarian Registration conducted nine (9) Board meetings between September 20, 2000 and August 22, 2001 at the Verne Riffe Center for Government. These meetings were open to the public. Four (4) Board meetings included administrative hearings.

Board Members

Gary Silverman, R.S. Bowling Green State University, 223 Health Center, Bowling Green, Ohio 43403. Dr. Silverman is Professor and Director of the Environmental Health Program at Bowling Green State University. He served as Chairman, and also served on the Examination and Executive Committees. His term will expire on August 15, 2002.

David Winfough, R.S. Springdale City Health Department, 11700 Springdale Pike, Springdale, Ohio 45246. Mr. Winfough is Health Commissioner for the Springdale City Health Department. He served as Vice Chairman, and also served on the Continuing Education Committee and the Executive Committee. Mr. Winfough's term will expire on August 15, 2003.

Roger Suppes, R.S. Bureau of Radiation Protection, Ohio Department of Health, 35 East Chestnut Street, Columbus, Ohio 43215. Mr. Suppes is the Chief of the Bureau of Radiation Protection, Ohio Department of Health. Mr. Suppes served as Secretary, and also served on the Executive, Examination, and Finance Committees. He is the Director's representative for the Ohio Department of Health.

Duane Snyder, R.S. Ohio Environmental Protection Agency, Central District Office, 3232 Alum Creek Drive, Columbus, Ohio 43207. Mr. Snyder is the Group Leader for the Solid and Infectious Waste Program, Central District Office, Ohio Environmental Protection Agency. He served on the Continuing Education Committee. Mr. Snyder represents the Director of the Ohio Environmental Protection Agency.

Linda Aller, R.S. Geodysey, Incorporated, 2700 East Dublin-Granville Road, Columbus, Ohio 43231. Ms. Aller is President of Geodysey, Incorporated. She served on the Examination Committee and the Public Relations Committee. Her term expires August 15, 2002.

Janet Rickabaugh, Clermont County General Health District, 2275 Bauer Road, Suite 300, Batavia, Ohio 45103. Dr. Rickabaugh is Health Commissioner for the Clermont County General Health District. She served on the Rules Committee and Continuing Education Committee. Her term expires on August 15, 2004.

Angela Henderson, R.S. Cuyahoga County Board of Health, 1375 Euclid Avenue, Cleveland, OH 44115-1882. Ms. Henderson is a Program Manager for the Cuyahoga County Board of Health. She served on the Rules Committee and Public Relations Committee. Her term expires August 15, 2003.

The Board's support staff includes Lynn Jones, executive secretary and Maryanne Macioce, intermittent clerk.

Registration Renewal

Between the periods of September 20, 2000 and August 18, 2001, 1,203 registered sanitarians renewed their certificates. Fifty-one (51) applicants were granted registered sanitarian status, bringing the total of registered sanitarians to 1,254. 144 certificates of sanitarian-in-training were issued by the Board, bringing the total number of sanitarians-in-training to 242.

<i>Registration Activity</i>	<i>9/96-7/97</i>	<i>9/97-7/98</i>	<i>9/99-8/00</i>	<i>9/00-8/01</i>
Registered Sanitarian Renewals	1204	1179	1187	1203
Registered Sanitarian certificates granted	73	72	60	51
Sanitarian-in-Training Renewals	86	88	74	98
Sanitarian-in-Training certificates granted	125	131	139	144
Totals	1488	1470	1460	1496

Examination

The Board administered the registration examination on December 7, 2000, April 12-13, 2001, and August 16, 2001. The December and August examinations were given at two locations, 77 South High Street in Columbus, and at the Northeastern Ohio Universities College of Medicine (NEOUCOM) in Rootstown. The Board alternated between the Professional Examination Service (PES) Examination and National Environmental Health Association (NEHA) NEHA/REHS Examination. This was the first year that the NEHA/REHS Examination was administered by the Board. Results on the NEHA/REHS were disappointing with an 18% overall passing rate for the year. The PES Examination was given in April with a 35% passing rate.

The Examination Committee voluntarily surveyed exam candidates this past year, requesting information regarding test preparation, educational background, and test fairness. Although no predictive patterns have emerged thus far, there may be a preliminary perception that candidates who took the NEHA/REHS examination believe the exam is less relevant for a sanitarian. Surveys are still being reviewed, and will be used to evaluate the future administration of the PES and NEHA/REHS examinations.

<i>Exam</i>	<i>Date</i>	<i># of Candidates</i>	<i>Pass Point</i>	<i>% of Passing</i>
NEHA	12/7/00	45	210/300	27%
PES	4/12-13/01	60	175/250	35%
NEHA	8/16/01	38	175/250	10.5%

The Northeastern Ohio Universities College of Medicine sponsored a Test Preparation Course for the Registered Sanitarian Examination on 10/6/00, 10/7/00 and 11/17/00 which was approved for 16.75 hours of continuing education for sanitarians-in-training.

NEOUCOM expanded the course, based upon the feedback from the initial group that took the course last year, and will sponsor the course again in three two-day sessions beginning October 25, 2001 and ending November 30, 2001.

The Examination Committee reviewed 150 applications for sanitarian-in-training registration. 144 sanitarian-in-training certificates were granted. Fifty-three (53) applications for registered sanitarian registration were reviewed. Fifty-one (51) registered sanitarian certificates were granted.

Administrative hearings are conducted for all applicants denied registration, regardless of whether the applicant responds to the opportunity for hearing notice. Five (5) hearings were conducted between September 20, 2000 and August 16, 2001. The Board affirmed proposal for denial on four applicants, and approved one applicant for sanitarian-in-training registration.

The Board's adjudication hearing process was reviewed and amended to require pre-hearing exchange of witness lists and exhibits.

Rules

Statutory authority to establish continuing education fees was granted to the Board on July 1, 1999 (H.B.283). During the past year, the Rules Committee drafted language to implement administrative rules for training agency application and renewal fees. A representative of a large and small training agency was invited to participate in the rule development.

The Rules Committee also amended three additional rules: (1) providing an updated method of public notice for rule promulgation; (2) defining assessment of the late application for renewal fee, and (3) providing further clarification of the supervision of a sanitarian-in-training.

A public hearing was held on April 11, 2001 to hear testimony on the following proposed rules. As a result of the hearing and satisfaction of all rule-filing requirements, the Board adopted the amended rules on May 23, 2001 with an effective date of July 1, 2001.

Rule Number	Title of Rule & Summary of Amendments
4736-3-04 Amendment	Public Notice Rule Established an updated method of giving public notice. Notices will be published in the <i>Register of Ohio</i> and on the Board's Website.
4736-11-05 Amendment	Registration and Approval of Training Agency Establishes a \$50 application fee for approved training agency status. Requires the annual renewal of approved training agencies, and establishes the annual renewal fee at \$25. The amendment also provides that the Board may monitor a course, and may deny, refuse to renew, suspend, or revoke status.
4736-12-01 Amendment	Annual Renewal Establishes when the \$25 late application for renewal fee will be assessed to registered sanitarians and sanitarians-in-training.
4736-15-02 Amendment	Supervision of a Sanitarian-in-Training Changes the rule to require sanitarians-in-training maintain monthly evaluations for one year after registration as a registered sanitarian, or for six years from the last date of employment as a sanitarian-in-training.

The full text of the amended and existing rules can be found on the Board's website at www.state.oh.us/san/.

Public Relations

The committee continued communication efforts with registrants, associations, agencies, and the general public.

- Board members attended the Governor's Boards and Commissions Seminar.
- The executive secretary participated in the 2nd Annual Regulatory Workshop to share information with the legislature regarding professional regulations through licensure.
- Board members and executive secretary attended meetings with the Sanitarian Promotion Committee, Ohio Environmental Health Association, and the Greater Ohio Environmental Health Directors.
- The Board's Website, *www.state.oh.us/san/* averaged 27 visits per day. Accessible information include, approved continuing education, laws and rules, policies, applications, forms, Board meeting minutes, examination overview and dates.
- Board members and executive secretary staffed an exhibit booth at the Ohio Environmental Health Association meeting on April 24-25, 2001 to disseminate material and answer questions.
- Future efforts include presentations at the Fall S.E.O.E.H.A. and N.E.O.E.H.A. meetings by executive secretary and board members.

Continuing Education

The Continuing Education Committee reviewed 933 continuing education requests submitted by registered sanitarians, sanitarians-in-training, and training agencies.

The Board approved five (5) new training agencies:

- Columbiana County Health Department
- Ohio Spill Planning, Prevention: Emergency Response Association
- Ohio Association of Boards of Health
- Putnam County Health Department
- Ashtabula County Health Department

The Committee researched 8-hour refresher courses and concluded that not all courses are equivalent to eight clock hours of continuing education. The Board now requires that CE-2 applications for 8-hour refresher courses include an agenda with clock hours for each topic.

The Continuing Education Unit (CEU), developed under the guidelines of the International Association for Continuing Education and Training, was reviewed by the Board, and confirmed to be equivalent to 10 clock hours of continuing education.

Finance

An audit of the Board's revenue, licensing, and payroll records for Fiscal Years 1999 and 2000 was conducted in January 2001. There were no internal control weaknesses, written comments, or findings.

The Board's budget is funded by license and application fees deposited into the Occupational Licensing and Regulatory Fund. In order to maintain the integrity of the fund, the Board **must** be self-supporting. While continuing efforts are made to minimize costs, inevitably cost growth requires that fees be increased.

The Board's 2002-2003 biennium budget was approved by the Governor and the General Assembly on July 1, 2001 at core funding which enables the Board to continue at current service level. During the budget process, the Board was faced with increasing fees, or accepting reduced funding. A cost recovery methodology reflected that approximately 22% of the Board's annual budget is spent administering the continuing education program. As a result, the Board implemented training agency application and renewal fees, and held application and renewal fee increases to 5%.

Receipts for Fiscal Year 2001 totaled \$101,712. The Board was appropriated (received spending authority) for \$102,252. Expenditures for the same period totaled \$101,479.80

INCOME AND EXPENSE STATEMENT FISCAL YEAR 2001

INCOME

1,225 Registered Sanitarian Renewal Fees @ \$58	\$71,050.00
4 Registered Sanitarian Renewal Fees @ \$48	192.00
82 Sanitarian-in-Training Renewal Fees @ \$58	4,756.00
10 Registered Sanitarian Application Fees @ \$110	1,100.00
140 Sanitarian-in-Training Application Fees @ \$55	7,700.00
54 Advancement to Registered Sanitarian Application fees @ \$55	2,970.00
62 Examination Fees @ \$90	5,580.00
71 Examination Fees @ \$95	6,745.00
Labels Rosters Public Records Fees	494.00
45 Late Fees @ \$25	1,125.00
Total Income	<u>\$101,712.00</u>

EXPENSES

PAYROLL 100 ACCOUNT

10 Payroll and Fringe Benefits	69,663.85
146 Board Member Travel Expenses	3,299.63
155 Hearing Costs	324.13
Total	\$73,287.61

MAINTENANCE 200 ACCOUNT

21 Supplies and Materials	1,225.37
23 Travel and Parking	1,012.90
24 Courier Service	77.54
27 Office Rent	3,001.72
27 Other Rental	75.00
28 Printing and Copying	4,799.69
29 Central Service Reimbursement	1,055.05
28 Legal Advertising	403.82
29 Telephone lines and usage	533.82
29 Central Mail Service	3,533.12
29 Computer Usage	823.88
29 Examinations	9,603.00
29 Ethics Commission	250.00
29 Board Meeting Costs	400.00
29 Insurance - Fidelity Bond	4.28
Total	\$26,799.19

FY 2001 ENCUMBERED FUNDS

Total	\$1,393.00
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Total Expenses **\$101,479.80**

Difference Between Income and Expenditures \$232.20

APPROPRIATION

6091 Payroll	67,024.00
Board Travel	3,000.00
Purchased Svs	1,000.00
SUBTOTAL	71,024.00

6092 Maintenance **31,228.00**

TOTAL APPROPRIATION \$102,252.00

TOTAL APPROPRIATION LAPSED \$772.20