

**STATE BOARD OF SANITARIAN REGISTRATION  
77 SOUTH HIGH STREET, 16TH FLOOR  
COLUMBUS, OHIO 43215-6108  
REGULAR BOARD MEETING MINUTES  
July 12, 2006**

**PRESENT:**

Board Members: Linda Aller, R.S., Gary Silverman, R.S., Richard Setty, R.S., Angela Townsend, R.S, Duane Snyder, R.S., Roger Suppes, R.S., and David Winfough, R.S.

Executive Secretary: Lynn Jones

Assistant Attorney General: Scott Myers

Guest: Alan Pierce, R.S. – Montgomery Combined Health District

The regular meeting of the State Board of Sanitarian Registration was held at 77 South High Street in the Main Boardroom on the 31st Floor in Columbus Ohio. Chairperson, Linda Aller, called the meeting to order at 10:20 a.m.

AGENDA

G. Silverman moved to approve the agenda. D. Winfough seconded the motion. The motion carried 6-0.

MINUTES

A. Townsend moved to approve the May 31, 2006 Board Meeting Minutes. R. Setty seconded the motion. The motion carried 6-0.

COMMITTEE REPORTS

EXECUTIVE COMMITTEE

Executive Committee: L. Aller reported that Lynn Jones will be leaving for a new position with the Professional Engineers and Surveyors Board effective August 4, 2006. Ms. Aller added that the Board's Executive Secretary position was posted on July 7, 2006 and will remain posted until July 17, 2006. She also indicated that, tentatively, the Executive Committee would conduct the interview process.

G. Silverman moved to authorize the Executive Committee to make the recommendation regarding the appointment of the new Executive Secretary. D. Snyder seconded the motion. The motion carried 6-0.

R. Suppes moved to grant Board authority to enter into a 45-day personal service contract at the highest pay step. G. Silverman seconded the motion. The motion carried 6-0.

Discussion ensued regarding additional Executive Secretary posting options including:

OEHA Website – L. Jones will post to the site immediately

AOHC Website – L. Jones will contact Beth Bickford, Executive Director

SACCHO – L. Jones will contact Ohio Public Health Association's Executive Secretary, Patti Franz

A. Townsend discussed the process for notifying registered sanitarians of the new executive secretary.

L. Jones suggested the staff change could be announced in the Annual Update.

It was also suggested that an announcement be posted on the Board's website.

#### EXAMINATION COMMITTEE

G. Silverman reported that he received a call from the Professional Examination Service (PES) regarding the question challenge of which the Board provided written comment to PES. PES has agreed to pull the question and replace it.

#### EXECUTIVE SECRETARY

#### REVENUE AND SPENDING REPORT FY 2006

L. Jones summarized the Fiscal Year 2006 Revenue and Expense Statement *attached*. It reflects posted transactions including expenses incurred and encumbered in FY 2005, but paid during FY 2006. L. Jones added that this method of reporting is recommended by the Auditor's Office.

Revenue totaled \$134,313  
Expenditures totaled \$127,365  
Net Gain: \$6,948

The Board's status in the 4K9 account is now (\$6,696). L. Jones projected that the Board will be at a positive revenue balance by the end of FY 2007.

L. Jones summarized the Fiscal Year 2006 Budget Statement *attached*.

The Board's original appropriation for FY 2006 - \$134,279  
Expenditures totaled \$127,897  
Lapsed: \$6,381 - primarily due to a decrease in the number of examination candidates.

L. Jones pointed out that an appeal of the FY 08-09 budget request cap would not be needed due to the fact that the Board lapsed appropriation and payroll projections will likely be reduced due to a change in staffing. The FY 08-09 Budget is due October 1, 2006.

R. Suppes added that if an increase in the number of examinations is significant in FY 08 or 09, it would be justifiable to seek additional appropriation through the Controlling Board.

#### EXAMINATION

L. Jones reported that 37 candidates are scheduled to take the July 20, 2006 examination.

A. Townsend reported that Jerry Scott, R.S. (Cuyahoga County Board of Health) is putting together examination review course material and will be offering it at the Northeast Ohio Environmental Health Association Fall Conference.

#### CONTINUING EDUCATION

#### APPLICATIONS FOR APPROVED TRAINING AGENCY STATUS

D. Snyder moved to approve the Division of Public Health, Case School of Medicine, Case Western Reserve

University as an approved training agency. D. Winfough seconded the motion. The motion carried 6-0.

The list of continuing education requests submitted by approved training agencies was reviewed *attached*.

D. Snyder moved to approve training agency requests 06-212 to 06-232 for the listed hours with the following exception:

06-226 6.75 hours

D. Winfough seconded the motion. The motion carried 6-0.

#### APPLICATIONS FOR APPROVAL OF CONTINUING EDUCATION - INDIVIDUALS

The list of continuing education requests submitted by individuals was reviewed *attached*. D. Snyder moved to approve individual requests 983-1103 for the listed hours with the following exceptions:

1019 2.75 hours

1021 3.75 hours

1022 1.0 hour

1024 5.5 hours

1089 6.0 hours

D. Winfough seconded the motion. The motion carried 6-0.

#### APPLICATIONS FOR SANITARIAN-IN-TRAINING

The list of applicants for sanitarian-in-training was reviewed *attached*.

G. Silverman moved to approve 104-109, 112, 115, 117-122 for sanitarian-in-training registration. D. Winfough seconded the motion. The motion carried 6-0.

Approved as sanitarians-in-training:

104. Tom Racke, 105. Jill Lopez, 106. Robert Smith, 107. Bethany Kibler, 108. Tara Russo, 109. Daniel Sinclair, 112. Oliver Fischer, 115. Jason Roehrig, 117. Bailey Britton, 118. Joseph Kocsis, 119. Carl Preusser, 120. Daney Prak, 121. Lauren Snider, and 122 Clarence Blackford.

G. Silverman moved to propose to deny Morgan Lamb sanitarian-in-training registration. D. Winfough seconded the motion.

Discussion: G. Silverman reported that initially the Board determined that Ms. Lamb earned 43.5 quarter hours of science/math, and had requested additional information. He added that Ms. Lamb submitted additional course information; however, the submitted course was not science.

The motion carried 6-0.

G. Silverman moved to defer action on 110. Jodi Zimmerman's application for sanitarian-in-training pending clarification of particular courses listed on her transcript. D. Winfough seconded the motion. The motion carried 6-0.

G. Silverman moved to defer action on 111. Ryan Peltier's application for sanitarian-in-training. D. Snyder seconded the motion.

Discussion: G. Silverman indicated that information submitted with Mr. Peltier's application indicates that he has not graduated yet; that he graduates mid-July. The Board will need an official transcript reflecting award of a Bachelor's degree. The motion carried 6-0.

G. Silverman moved to defer action on 113. Erika Johnson's application for sanitarian-in-training pending the submission of clarification of hours that meet the science requirement with supporting documentation. A. Townsend seconded the motion. The motion carried 6-0.

G. Silverman moved to approve 114. Gregory Hall for sanitarian-in-training registration. D. Winfough seconded the motion. The motion carried 6-0.

G. Silverman moved to approve 116. Johnnothan Layne for sanitarian-in-training pending the submission of an official transcript reflecting award of a Bachelor's Degree. D. Snyder seconded the motion. The motion carried 6-0.

#### APPLICATION FOR ADVANCEMENT TO REGISTERED SANITARIAN

G. Silverman moved to approve 53-57 for advancement to registered sanitarian. D. Snyder seconded the motion. The motion carried 6-0.

Approved as registered sanitarians: 53. Maria Muhleman-Beichler, 54. Megan Batson, 55. Jennifer Stojkovic, 56. Jack Pepper, and 57. Carol Gunner.

G. Silverman moved to propose to deny Ann Boyd advancement to registered sanitarian. A. Townsend seconded the motion.

Discussion: G. Silverman reported that Ms. Boyd scored a 68% on the NEHA examination, and pursuant to Ohio Administrative Rule, a candidate must achieve 70% to become a registered sanitarian in Ohio.

The motion carried 6-0.

L. Jones reported that Debbie Allen has engaged in the practice of environmental health as a sanitarian-in-training for the five year maximum allowed by Revised Code 4736.15 effective June 11, 2006.

G. Silverman moved to issue a cease desist to Ms. Allen. A. Townsend seconded the motion. The motion carried 6-0.

#### APPLICATION FOR REGISTERED SANITARIAN – APPROVAL OF EDUCATION AND EXPERIENCE (ELIGIBILITY TO TAKE THE EXAM)

G. Silverman moved to approve 10. Debbie Allen and 11. Jesse Bennington for eligibility to take the Registered Sanitarian Examination. R. Setty seconded the motion. The motion carried 6-0.

#### REINSTATEMENTS

The list of applicants for reinstatement was reviewed *attached*.

D. Snyder moved to reinstate 1 to 5. D. Winfough seconded the motion. The motion carried 6-0.

Reinstated as registered sanitarians: 1. Dianna R. Mason, 2. Kevin Fields, 3. Kathleen Meckstroth, 4. Kristine Zolciak, and 5. Craig McConkey.

### SANITARIAN-IN-TRAINING EXTENSIONS

D. Winfough moved to grant 17. Ann Boyd a one year sanitarian-in-training extension. A. Townsend seconded the motion. The motion carried 6-0.

A. Townsend moved to grant 18. Anita Stechschulte a one-year sanitarian-in-training extension. R. Suppes seconded the motion. The motion carried 6-0.

D. Snyder moved to grant 19. Kyle Ord a one-year sanitarian-in-training extension. D. Winfough seconded the motion. The motion carried 6-0.

D. Winfough moved to grant 20. Peter Kulisz a one-year sanitarian-in-training extension. R. Setty seconded the motion. The motion carried 6-0.

Rick Setty moved to grant 21. Shannon Hunter a one-year sanitarian-in-training extension. D. Winfough seconded the motion.

D. Winfough moved to amend the motion by adding "The Board strongly encourages Mr. Hunter to take the examination during the year as his extension is based upon his representation that he will be taking the examination". R. Setty seconded motion.

The amendment carried 6-0.

The amended motion carried 6-0.

### COMPLAINT C-06-02

L. Jones summarized the elements of Complaint C-06-02. Names and identifying information was redacted from her verbal summary. L. Jones stated that the allegations in the complaint were unsubstantiated.

D. Winfough moved to close C-06-02. R. Suppes seconded the motion. The motion carried 6-0.

### PANDEMIC FLU CONTINUITY OF OPERATIONS PLAN

L. Jones summarized the draft Pandemic Flu Continuity of Operations Plan *attached*. The plan provides that the functions of the Board, while vital, are not essential during a pandemic. Licensing activities could be deferred for a period of time. If the Board's primary office site is unavailable, the executive secretary will work from home. Access to computer, phone, and internet would be required. A stock pile of business forms should be kept at the alternative site.

L. Aller inquired whether the Board wanted to adopt the plan or table until the next executive secretary is hired.

D. Winfough defined the Pandemic Flu Continuity of Operations as a plan, of which the Board could make changes.

R. Suppes moved to adopt the Pandemic Flu Continuity of Operations Plan. D. Winfough seconded the motion. The motion carried 6-0.

## FUTURE MEETING DATES

Additional meetings were confirmed:

September 6, 2006 – Annual and Regular Meeting  
October 25, 2006  
December 6, 2006  
January 10, 2007  
February 14, 2007

## GUEST PARTICIPATION – ALAN PIERCE, R.S.

At 12:07 Alan Pierce, R.S. from Montgomery Combined Health District introduced himself, stating that he has been employed with the Montgomery Combined Health District since 1984 and a Registered Sanitarian since 1982. He indicated that during 2004 he began working on a Master in Public Health degree at Wright State University and developed *An Analysis of Ohio's Sanitarian Registration Examination Results, 2003-2005* for his final project. Mr. Pierce followed with a PowerPoint presentation that ended at 12:30.

Highlights of Mr. Pierce's presentation included:

- A History of the Sanitarian Registration Program
- Environmental health profession requires a high level of critical thinking skills
- Accredited EH and ES undergraduate programs should track the success of graduates on the RS exam
- Examinees would benefit by concentrating preparation efforts toward domains of food, water/waste water, general EH, and program planning/legal.
- Data does not support a difference in success rate on exam due to gender, having graduated from an accredited EH program, or undergraduate GPA.
- Those who have taken the exam (2003-2005) did not adequately prepare for the exam.
- Ohio's SBSR should continue to lead the nation in maintaining the professionalism of its environmental health workforce with the requirement of a 70% passing score on the RS exam.
- Development of a study guide utilizing these findings could help to increase the success rate for future individuals taking the RS exam.

The members of the Board thanked Mr. Pierce for his research and presentation.

## ANNOUNCEMENTS

L. Jones announced that the Ohio Manufactured Homes Commission will have a public hearing on their proposed rules on July 25, 2006.

Lynn Jones expressed her sincere appreciation to the members of the Board for the wonderful ten years she spent with the Sanitarian Registration Program adding that it has been a great learning experience and that she is committed to a smooth transition.

G. Silverman moved to express appreciation for Ms. Jones' eighteen years of experience and service to the State Board of Sanitarian Registration and to the State of Ohio. D. Winfough seconded the motion. The motion carried unanimously.

ADJOURN

The meeting adjourned at 12:49 p.m.

Respectfully submitted  
Lynn M. Jones  
Executive Secretary

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Chairman

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Witness