

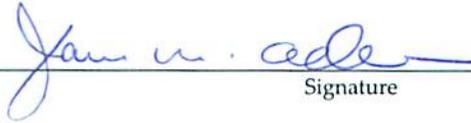
**Ohio Sanitarian Registration Board  
Annual Meeting  
September 14, 2011  
77 South High Street, 19<sup>th</sup> Floor, Room 1914  
Columbus, Ohio 43215**

---

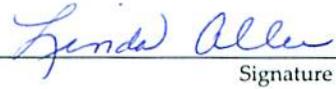
1. Call to Order: Immediately following the regular meeting in Room 1914
2. Approval of the Minutes
3. Election of Officers
  - 3.1 Nominations and Election of Board Chairperson
  - 3.2 Nominations and Election of Board Vice Chairperson
  - 3.3 Nominations and Election of Board Secretary
4. Old Business
5. New Business
  - 2012 Meeting and Examination Dates
  - Annual Report Review
6. Committee Assignments
  - 6.1 Formation of New Committees
    - 6.1.1 Executive (Current: James Adams, Linda Aller, Richard Setty)
    - 6.1.2 Professional (Current: James Adams, Richard Setty)
      - Educate the sanitarian community through presentations, staffing booths at conferences, etc.
    - 6.1.3 Continuing Education (Current: James Adams, Tracy Buchanan, Laura Kramer Kuns, Richard Setty (alt))
      - Review continuing education courses for credit for registrants and training agencies.
    - 6.1.4 Examination (Current: Linda Aller, Gene Phillips, Gary Silverman)
      - Review applications of individuals applying to become registrants.
    - 6.1.5 Finance (Current: Gene Phillips, Gary Silverman)
      - Review Board finances.
    - 6.1.6 Rules (Current: Laura Kramer Kuns, Gene Phillips, Richard Setty)
      - Review Board rules and make recommendations for change.
7. 2012 Goals and Objectives
  - 2011 Goals and Objectives**
    - The Board will continue to ensure that the website is current and the information provided is accurate and timely.
    - The Board will continue to review the rules and Board policies and procedures.
    - The Board will strive to meet with and work collaboratively with other public health organizations and strive to stay abreast of current events, changes, and issues in the public health arena.
    - The Board will continue to explore ways to decrease costs and be environmentally friendly.
    - The Board will work to encourage the professional integrity of the sanitarian workforce by holding registrants to the highest professional standards in the practice of environmental health.
8. Announcements
9. Adjourn

Sanitarian Registration Board  
Annual Board Meeting Roster  
September 14, 2011

James Adams, Vice Chairperson

  
Signature

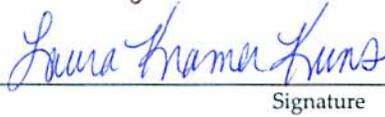
Linda Aller, Chairperson

  
Signature

Tracy Buchanan

  
Signature

Laura Kramer Kuns

  
Signature

W. Gene Phillips, Secretary

\_\_\_\_\_  
Signature

Richard Setty

\_\_\_\_\_  
Signature

Gary Silverman

\_\_\_\_\_  
Signature

**Board Staff**

W. Scott Myers, *Assistant Attorney General*

\_\_\_\_\_  
Signature

Stephanie Youst, *Executive Secretary*

\_\_\_\_\_  
Signature

**State Board of Sanitarian Registration  
Annual Meeting  
September 14, 2011  
Room 1914  
3:52 p.m.**

**Members Present**

Linda Aller, R.S.  
Gene Phillips, R.S.  
James Adams, R.S.  
Tracy Buchanan, R.S.

**Excused**

Gary Silverman, R.S.  
Laura Kramer Kuns, R.S.

**Absent**

Scott Myers, Assistant Attorney General  
Richard Setty, R.S.  
Stephanie Youst, Executive Secretary

**Call to Order**

Linda Aller, Chairman, called the meeting to order at 3:52 p.m.

**Approval of Minutes**

**Action:** James Adams motioned to approve the September 14, 2010 meeting minutes as presented. Tracy Buchanan seconded the motion. The motion carried.

**Election of Officers**

Linda Aller opened the floor for nominations for Chairperson.

- James Adams made a motion to nominate Linda Aller to again serve as the Chairperson for the Board. Gene Phillips seconded the motion. No other nominations were presented and Linda Aller was elected by acclamation.

Linda Aller opened the floor for nominations for Vice Chairperson.

- Tracy Buchanan made a motion to nominate James Adams as Vice Chairperson. Gene Phillips seconded the motion. No other nominations were presented and James Adams was elected by acclamation.

Linda Aller opened the floor for nominations for Secretary.

- James Adams nominated Gene Phillips for Secretary. Tracy Buchanan seconded the motion. No other nominations were presented and Gene Phillips was elected by acclamation.

**Annual Report**

The Annual Report has not yet been completed due to Stephanie Youst being on maternity leave. This should be completed by the time of the next Board meeting.

**2012 Meeting and Exam Dates**

The Board reviewed and approved the following meeting dates for 2012:

- January 25
- March 14
- May 26
- July 25
- September 19
- November 7

The exam dates for 2012 have not yet been set due to scheduling restrictions at the examination test site. **Action:** James Adams made a motion to authorize the Executive Secretary to administer at least three (3) exams subject to the availability of an exam location. Gene Phillips seconded the motion. The motion carried.

**Committee Assignments**

The following are the committee assignments for September 2011 through September 2012:

Executive Committee

Gene Phillips  
James Adams  
Linda Aller

Examination Committee

Linda Aller  
Gary Silverman  
Gene Phillips

Professional Relations

Tracy Buchanan  
James Adams  
Rick Setty

Finance

Gene Phillips  
Gary Silverman

Continuing Education

Tracy Buchanan  
James Adams  
Laura Kramer Kuns  
Rick Setty (alt.)

Rules

Laura Kramer Kuns  
Rick Setty  
Gene Phillips

**2012 Goals & Objectives**

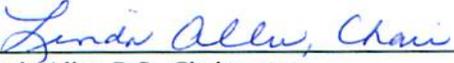
The Board discussed the goals and objectives for the upcoming year and decided on the following:

- The Board will continue to ensure that the website is current and the information provided is accurate and timely.
- The Board will continue to review the rules and Board policies and procedures.
- The Board will strive to meet and work collaboratively with other public health organizations and strive to stay abreast of current events, changes, and issues in the public health arena.
- The Board will continue to explore ways to decrease costs and be environmentally friendly
- The Board will strive to provide excellent customer service consistent with the requirements of SB2.

James Adams moved to adopt the Goals & Objectives as discussed for 2012. Gene Phillips seconded the motion. The motion carried.

**Adjournment**

The meeting adjourned at 4:10 p.m.

  
\_\_\_\_\_  
Linda Aller, R.S., Chairperson

  
\_\_\_\_\_  
Witness

**2012 Proposed Meeting Dates**

**January 25**

**March 14**

**May 16**

**July 25**

**September 19**

**November 7**