



Sanitarian Registration Board

May 23, 2007

Board Room

10:10 a.m.

Members Present

Linda Aller, R.S.
Richard Setty, R.S.
Gary Silverman, R.S.
Duane Snyder, R.S.
Roger Suppes, R.S.
Angela Townsend, R.S.
Dave Winfough, R.S.

Staff

Stephanie Youst, Executive Secretary

Legal Council

W. Scott Myers, Assistant Attorney General

Guests

John Cunningham
Kimberly Payne

Call to Order

Angela Townsend, Chairperson, called the meeting to order at 10:10 a.m.

Approval of Minutes

Richard Setty moved to approve the April 4, 2007 meeting minutes as submitted. Roger Suppes seconded the motion. The motion carried.

Committee Reports

- There were no committee reports.

Executive Secretary Report

- The Executive Secretary informed the Board that she testified before the Senate Finance & Financial Institutions Committee on May 17, 2007 regarding the Board's fiscal year 2008-2009 budget request.
- The Executive Secretary informed the Board that 49 candidates had taken the PES examination given on March 23, 2007. The passing rate on the examination was 61%.
- The Executive Secretary informed the Board that the renewal materials for the July 31, 2007 renewal are ready to be mailed on June 11, 2007.
- The Executive Secretary informed the Board that she attended the Ohio Environmental Health Association meeting on April 24 and 25, 2007.
- The Executive Secretary informed the Board that the biennial audit was in process and should be completed by the end of May 2007.
- The formal written and budgetary reports are attached to the minutes for reference.

Assistant Attorney General's Report

- Scott Myers, AAG, discussed Am. Sub. H.B. 694, dealing with campaign contributions from vendors, with the Board.
- This legislation prohibits any agency from doing business or contracting with a company who has contributed more than \$500 to political campaigns.
- Mr. Myers informed the Board that the Attorney General's office is working on making a contract for all of their clients to have signed by any vendor that they use to ensure that they are in compliance with the new requirements of Am. Sub. H.B. 694.

Adjudication

- The Board held a hearing in the matter of Phillip Gnacinski's application for advancement to registered sanitarian at 10:15 a.m.

Action: Gary Silverman moved to deny the application for Phillip Gnacinski for failure to meet the two year work experience requirement for advancement to registered sanitarian. Linda Aller seconded the motion. Linda Aller and Richard Setty voted in favor of the motion. Gary Silverman, Duane Snyder, Roger Suppes, and Dave Winfough opposed the motion. The motion was defeated in a 4:2 vote.

Action: Gary Silverman moved to hold the record for Phillip Gnacinski open for 30 days from the date of the Board meeting to allow him to provide an official copy of his transcripts demonstrating at least the completion of a Master's degree. Dave Winfough seconded the motion. All were in favor of the motion. The motion carried 6:0.

Action: Roger Suppes moved to reconsider the Board's previous action regarding the application for Phillip Gnacinski. Gary Silverman seconded the motion. Linda Aller, Richard Setty, and Dave Winfough opposed the motion. Angela Townsend, Gary Silverman, Duane Snyder, and Roger Suppes voted in favor of the motion. The motion carried with a 4:3 vote.

- Roger Suppes asked the Board to reconsider their previous motion based on the fact that Mr. Gnacinski submitted proof from his academic advisor and the Dean of the College of Sciences, Engineering, and Health Sciences that he completed the curriculum for his Master's program and was recommended for graduation from Gannon University.
- Members of the Board discussed the cases of several prior applicants who provided similar material from their professor or program administrator. In some cases, the Board deferred the application until the following meeting to allow the applicant time to provide an official transcript. In other cases, the Board granted the applicant a registration contingent upon receipt of an official transcript from their educational institution demonstrating that they were awarded a degree.
- The Board members also discussed the impact this decision would have on future applicants who apply to the Board and submit only a letter from the professor or program administrator. The Board discussed their opinions regarding the difference between an official certifying that a candidate had, in fact completed the program requirements, and stating that they completed the degree.

Action: Roger Suppes moved to grant Phillip Gnacinski advancement to registered sanitarian effective upon the receipt of an official transcript demonstrating completion and date granted of a Master's degree on or about the 5th of May 2007. Duane Snyder seconded the motion. Linda Aller, Richard Setty, and Dave Winfough opposed the motion. Angela Townsend, Gary Silverman, Duane Snyder, and Roger Suppes voted in favor of the motion. The motion carried with a 4:3 vote.

- The Board held a hearing in the matter of Branden Pelok's application for sanitarian registration at 10:30 a.m.

Action: Dave Winfough moved to deny Branden Pelok's application for sanitarian registration for failure to meet the educational standards in section 4736.08 of the Ohio Revised Code. Linda Aller seconded the motion. The motion carried.

Old Business

Continuing Education Forms Review

- The Board tabled this item until the July 17, 2007 meeting.

Review of Rules 4736-11-03, 4736-11-04, 4736-11-05, 4736-11-06, 4736-11-07, and 4736-11-08

- The members of the rules committee solicited input from the Board and will present additional suggestions and changes at the July 17, 2007 meeting.

New Business

2008 Rule Review Schedule

- The Executive Secretary presented the rule review schedule for the Board members to review. The rule schedule details the dates when all final revisions are due in order to comply with the mandatory five year rule review process.
- The rules committee will review all items that are up for five year review and present their recommendations to the Board at the July 17, 2007 meeting.

Guest Participation

- John Cunningham, manager of the Central Services Agency (CSA) with the Ohio Department of Administrative Services (DAS), spoke to the Board regarding the process and procedures for encumbering funds.
- Mr. Cunningham discussed the role and mission of CSA with regard to the provision of services to the Boards and Commissions.
- The Board had several questions for Mr. Cunningham regarding the procedures utilized by CSA.
 - The Board asked Mr. Cunningham to explain how the charges for payroll/personnel are decided. Mr. Cunningham explained that the human resource services are based solely on a headcount of paid employees per quarter. The fiscal services are based on the SWCAP process, which uses a percentage of the payroll costs to determine the Board's fiscal service costs.
 - The Board asked Mr. Cunningham if having a computer support person within CSA is a possibility. Mr. Cunningham informed the Board that there have been discussions with DAS regarding putting a computer person under the prevue of CSA; however, nothing has moved forward with that inquiry.
 - The Board asked Mr. Cunningham how CSA is planning to implement the new OAKS system within all of the Boards and Commissions. Mr. Cunningham informed the Board that they are handling the implementation of the system in-house and will work with all of the Boards and Commissions to ensure a smooth transition.
 - The Board asked Mr. Cunningham about encumbering funds from FY07 for FY08. Mr. Cunningham informed the Board that CSA does support the position that encumbered monies can be used for purchases intended to be made in the last quarter of the fiscal year, but sometimes they are not made until the first quarter of the new fiscal year. Mr. Cunningham reviewed the process and procedures for encumbering monies. He also informed the Board that, in his opinion, each Board should have a reasonable balance in the 4K9 fund. At this time, CSA is working with OBM to create a guidance document on what a "reasonable" balance should be for each agency.

Training Agency Approval Request

Approved Training Agency Requests for Course Approval

Action: Duane Snyder moved to approve all training agency requests for continuing education credit with the following exceptions listed below. Dave Winfough seconded the motion. The motion carried. The approved list is attached to the minutes for reference.

07-257: 0 Hours	07-261: 35 Hours
07-260: 35.25 Hours	07-262: 1.25 Hours

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. Dave Winfough seconded the motion. The motion carried. The approved list is attached to the minutes for reference.

558: Verification of Attendance	589: 5.25 Hours
559: Verification of Attendance	597: 0 Hours
563: Verification of Attendance	598: 15 Hours
572: Course Program/Agenda	609: 18 Hours
581: 3.5 Hours	610: 18 Hours
583: 5.5 Hours	615: 0 Hours
588: 6.25 Hours	

Sanitarian in Training Applications

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

Pamela Allen	Courtney Myers
Aaron Decker	Carol Smolic
Angela Dunson	Rebecca Steele
Laurie Lovelace	Michael Thiel
Rebecca Malone	

Action: Gary Silverman moved to approve David Cales application for sanitarian in training registration. Linda Aller seconded the motion. Duane Snyder abstained from voting. The motion carried.

Action: Gary Silverman moved to defer Myra Pancher's application pending clarification of coursework listed on her transcripts and official transcripts demonstrating completion of at least a bachelor's degree. Dave Winfough seconded the motion. Linda Aller abstained from voting. The motion carried.

Action: Roger Suppes moved that the Executive Secretary send a cease and desist letter to Myra Pancher and the Environmental Health Director for the Tuscarawas County Health Department informing Ms. Pancher that she is not registered in this state as a sanitarian and may not practice environmental health as defined in section 4736.01 of the Ohio Revised Code. Linda Aller seconded the motion. The motion carried.

Action: Gary Silverman moved to defer Jessica Denholm's application pending clarification of coursework listed on her transcripts. Dave Winfough seconded the motion. Linda Aller abstained from voting. The motion carried.

Action: Gary Silverman proposed to deny Timothy Gabrelcik's sanitarian in training registration application for failure to meet the educational requirements. Linda Aller seconded the motion. The motion carried.

Registered Sanitarian Advancement Applications

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

Craig Davidson
Laura Fauss
Matthew Fout
Paul Greco
Brian Hirsch

David Sage
John Schoeni
Eugene Smith
Laura Travers
Patrick Willoughby

Action: Gary Silverman moved to defer Timothy Cox's application pending clarification of his work experience. Linda Aller seconded the motion. The motion carried.

Action: Gary Silverman moved to defer Chad Masters' application pending clarification of his work experience. Roger Suppes seconded the motion. Linda Aller opposed the motion. The motion carried.

Action: Gary Silverman moved to defer Anthony Schoenlein's application pending clarification of his work experience. Linda Aller seconded the motion. The motion carried.

Registered Sanitarian Applications

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

Michael Charley

Robert Sproul

Action: Gary Silverman moved allow John Russell to register for the July 19, 2007 PES examination and defer review of his application pending the examination results. Linda Aller seconded the motion. The motion carried.

Registered Sanitarian Reinstatement Applications

Action: Gary Silverman moved to approve the following registered sanitarian reinstatement applications. Linda Aller seconded the motion. The motion carried.

C. Thomas Bell
Dennis Marsh

Thom May
Jessie Sears

Action: Gary Silverman moved to defer the reinstatement application for Joe Evans pending confirmation of his continuing education credits. Linda Aller seconded the motion. The motion carried.

- The Board reviewed continuing education coursework submitted by Don Manson for review at the February 22, 2007 meeting. Mr. Manson requested that the Board re-review the coursework previously submitted and reconsider the amount of hours he was awarded.

- The Board accepted Mr. Manson's appeal and granted his license reinstatement without a late fee penalty.

Sanitarian in Training Extension Requests

Action: Linda Aller moved to grant an extension to Theresa Campbell until July 31, 2008. Dave Winfough seconded the motion. The motion carried.

Action: Linda Aller moved to grant an extension to Sarah Dell until July 31, 2008. Dave Winfough seconded the motion. The motion carried.

Action: Linda Aller moved to grant an extension to Allison Pappas until July 31, 2008. Dave Winfough seconded the motion. The motion carried.

Future Meeting Dates

- The following meeting dates were confirmed by the Board:
 - July 17, 2007
 - September 5, 2007
 - October 24, 2007
 - December 5, 2007

Adjournment

The meeting adjourned at 2:30 p.m.

Respectfully submitted
Stephanie K. Youst

Angela Townsend, R.S., Chairperson

Witness

AT:sky