

Ohio Sanitarian Registration Board
Annual Meeting
September 8, 2010
77 South High Street, 19th Floor, Room 1918
Columbus, Ohio 43215

1. Call to Order: Immediately following the regular meeting in Room 1918
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
 - 5.1 Review of the Annual Report
 - 5.2 2011 Meeting and Examination Dates
6. Committee Assignments
 - 6.1 Formation of New Committees
 - 6.1.1 Executive (Current: Linda Aller, Richard Setty, Roger Suppes)
 - 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, Laura Kramer Kuns)
 - Review continuing education courses for credit for registrants and training agencies.
 - 6.1.4 Examination (Current: Linda Aller, Gary Silverman)
 - Review applications of individuals applying to become registrants.
 - 6.1.5 Finance (Current: Gary Silverman, Roger Suppes)
 - Review Board finances.
 - 6.1.6 Rules (Current: Laura Kramer Kuns, Richard Setty, Roger Suppes)
 - Review Board rules and make recommendations for change.
7. 2011 Goals and Objectives
 - 2010 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.
8. Announcements
9. Adjourn



State Board of Sanitarian Registration
Annual Meeting
September 8, 2010
Room 1918
1:20 p.m.

Members Present

James Adams, R.S.
Linda Aller, R.S.
Tracy Buchanan, R.S.
Laura Kramer Kuns, R.S.
Gary Silverman, R.S.
Roger Suppes, R.S.

Staff

Stephanie Youst, Executive Secretary

Members Absent

Richard Setty, R.S.

Legal Council (Absent)

W. Scott Myers, Assistant Attorney General

Call to Order

Linda Aller, Vice chairperson, called the meeting to order at 1:20 p.m.

Approval of Minutes

James Adams moved to approve the September 16, 2009 meeting minutes as submitted. Roger Suppes seconded the motion. The motion carried.

Election of Officers

Linda Aller opened the floor for nominations for chairperson.

- Roger Suppes nominated Linda Aller as chairperson. Gary Silverman 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.

- Roger Suppes nominated James Adams as vice chairperson. Gary Silverman seconded the motion. No other nominations were presented and James Adams was elected by acclamation.

Linda Aller opened the floor for nominations for secretary.

- Gary Silverman nominated Roger Suppes as secretary. Tracy Buchanan seconded the motion. No other nominations were presented and Roger Suppes was elected by acclamation.

Annual Report

The Board received and reviewed the Fiscal Year 2010 Annual Report.

Action: James Adams moved to accept the annual report for fiscal year 2010 as submitted. Tracy Buchanan seconded the motion. The motion carried.

Examination

Action: Gary Silverman moved that the Board continue administering the Environmental Health Proficiency Examination from Professional Examination Services and to continue to accept the National Environmental Health Association Examination with a passing score of at least a 70%. Laura Kramer Kuns seconded the motion. The motion carried.

2011 Meeting and Examination Dates

- The Board reviewed and approved the meeting and examination dates for 2011.

Committee Assignments

The following are the committee assignments for September 2010 through September 2011:

Executive Committee

James Adams
Linda Aller
Roger Suppes

Examination Committee

Linda Aller
Richard Setty (Alternate)
Gary Silverman

Professional Relations Committee

James Adams
Tracy Buchanan
Richard Setty

Finance Committee

Gary Silverman
Roger Suppes

Continuing Education Committee

James Adams
Tracy Buchanan
Laura Kramer Kuns
Richard Setty (Alternate)

Rules Committee

Laura Kramer Kuns
Richard Setty
Roger Suppes

2011 Goals and Objectives

The Board discussed the goals and objectives for the upcoming year.

- 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.

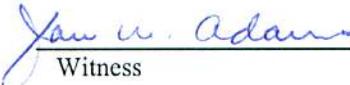
Adjournment

The meeting adjourned at 2:10 p.m.

Respectfully submitted
Stephanie K. Youst



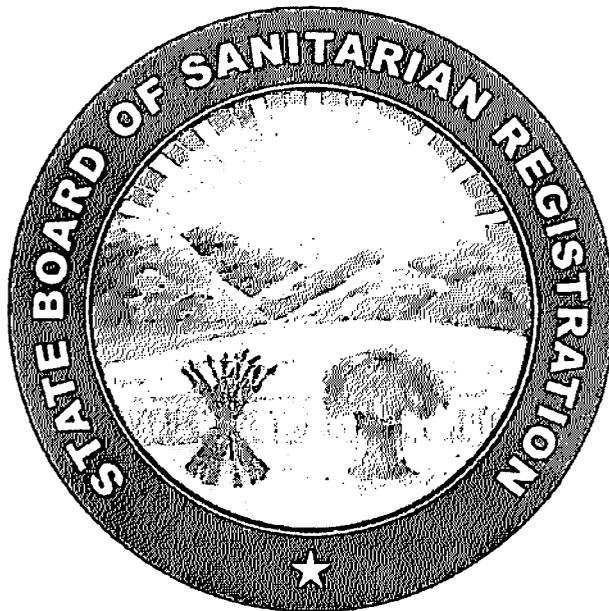
Linda Aller, R.S., Vice Chairperson



Witness

LA:sky

**State Board of Sanitarian Registration
Annual Report
Fiscal Year 2010**



**77 South High Street, 16th Floor
Columbus, Ohio 43215-6108
(614) 466-1772
<http://sanitarian.ohio.gov>
stephanie.youst@exchange.state.oh.us**

This report of the State Board of Sanitarian Registration covers the activities of the Board for Fiscal Year 2010, which runs from July 1, 2009 through June 30, 2010.

Mission Statement

The mission of the State Board of Sanitarian Registration is to protect the public health by ensuring that 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.

Board Organization and Meetings

The State Board of Sanitarian Registration is composed of seven members, including the Director of Health or his designated representative, the Director of the Environmental Protection Agency or his designated representative, and five 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.

Of the five members appointed by the Governor, at least one and not more than two must be employees of a general health district; at least one and not more than two must be employees of a city health district; and at least one and not more than two must be employed in private industry. Not more than one member may be employed by a university and not more than one member may be employed by an agency or department of state.

The following is a list of the current Board members, their cities of residence, and their current term expiration.

<i>Name</i>	<i>City</i>	<i>Term Expiration Date</i>
James Adams	Canton	August 14, 2012
Linda Aller	Lewis Center	August 15, 2011
Tracy Buchanan	Dayton	Director's Representative from the Ohio Environmental Protection Agency
Laura Kramer Kuns	Highland Heights	August 14, 2012
Richard Setty	Youngstown	August 15, 2010
Gary Silverman	Bowling Green	August 15, 2011
Roger Suppes	Columbus	Director's representative for the Ohio Department of Health

The State Board of Sanitarian Registration conducted seven board meetings and three administrative hearings regarding application denial. Board meetings and administrative hearings, which are open to the public, were held at the Vern Riffe Center for Government & the Arts in Columbus.

Application Review

The examination committee reviewed 62 applications for sanitarian in training registration and 55 registrations were issued. Fifty-five applications for registered sanitarian were reviewed and 52 registrations were granted.

Administrative hearings are conducted for all applicants denied registration, regardless of whether the applicant responds to the opportunity for hearing notice. The Board conducted three hearings on proposed denials. The Board affirmed the three denials.

The Board reviewed and granted 15 sanitarian-in-training extension requests. Extension requests did not increase from last year. Although the Board has the authority to grant extensions to sanitarians-in-training who furnish sufficient cause for not applying for registered sanitarian registration within three years, **section 4736.15 of the Revised Code limits a sanitarian-in-training from engaging in the practice of environmental health beyond five-years.**

The following lists the active registrant count for the past five fiscal years.

<i>Active Registrants</i>	<i>FY 2006</i>	<i>FY 2007</i>	<i>FY 2008</i>	<i>FY 2009</i>	<i>FY 2010</i>
Registered Sanitarians	1,298	1,294	1,300	1,315	1,300
Sanitarians in Training	227	228	215	175	137
Total	1,525	1,522	1,515	1,490	1,437

Examination

The Board administered the Professional Examination Service (PES) Environmental Health Proficiency Examination five times during FY2009.

<i>Exam Date</i>	<i>Number of Candidates</i>	<i>Exam Scores</i>	<i>Percent Passage</i>
8/18/2009	25	Scaled 70% (172/250)	48%
11/18/2009	21	Scaled 70% (175/250)	57%
2/16/2010	18	Scaled 70% (174/250)	61%
5/11/2010	15	Scaled 70% (172/250)	53%
6/25/2010	1	Scaled 70% (175/250)	0%

The examination-passing rate increased slightly to 44% overall for fiscal year 2010. In fiscal years 2008 and 2009, the examination passage rate was 42%.

Compliance, Investigation, and Enforcement

Pursuant to section 4736.13 of the Revised Code, the Board may deny, refuse to renew, revoke, or suspend a certificate of registration, following an adjudication hearing held pursuant to Chapter 119 of the Revised Code, for unprofessional conduct, the practice of fraud or deceit in obtaining a certificate of registration, dereliction of duty, incompetence in the practice of environmental health science, or for other good and sufficient cause. The Board can also enter into consent agreements in lieu of adjudication hearings.

The supervising investigative committee member referred one complaint to the Board and the complaint was still under investigation at the close of the fiscal year.

Continuing Education

Ninety four training agency renewal notices were issued in November 2009. Eighty two training agencies renewed their status.

Eight agencies were granted approved training agency status in fiscal year 2010:

- BWC Division of Safety & Hygiene
- Hamilton County Public Health
- Huron County General Health District
- Ohio Emergency Management Agency
- OSU College of Veterinary Medicine
- Paratus Solutions, Inc.
- Preble County Health District
- Wood County Health District

The members of the continuing education committee and the executive secretary reviewed 1,646 continuing education requests submitted by the registrants and training agencies, which is a 1% decrease over the previous fiscal year.

Finances

The Board is funded by license and application fees deposited into the Occupational Licensing and Regulatory Fund (Fund 4K90). This fund consists of application and renewal fees from 27 professional licensing boards. Each board in the fund is required to generate sufficient revenue to meet its own budgeted expenses, and to pay for collective project costs.

The following information represents the Board's costs and expenditures for fiscal year 2010.

Revenue	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Grand Total
	\$37,277.00	\$23,741.44	\$45,877.56	\$19,520.00	\$126,416.00

Staff Payroll (500)	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Grand Total
Basic Wages	\$18,811.41	\$13,170.43	\$15,130.02	\$14,397.18	\$61,509.04
Salaries - OT Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Paid Leave & Othr Compensation	\$2,817.25	\$3,477.75	\$3,658.00	\$1,200.62	\$11,153.62
Leave Balances Pd. @ Term.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Employer-Paid Benefits	\$5,028.41	\$3,977.32	\$4,617.38	\$3,887.52	\$17,510.63
DAS Payroll Charges	\$522.92	\$396.56	\$456.13	\$146.10	\$1,521.71
Total Staff Payroll	\$27,179.99	\$21,022.06	\$23,861.53	\$19,631.42	\$91,695.00

Personal Services (510)	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Grand Total
Board Member Travel	\$910.90	\$814.30	\$299.40	\$798.00	\$2,822.60
Court Reporters	\$0.00	\$75.00	\$90.00	\$60.00	\$225.00
Exams	\$3,330.00	\$0.00	\$4,140.00	\$2,970.00	\$10,440.00
Conference Registration Fees	\$0.00	\$0.00	\$150.00	\$0.00	\$150.00
Other (insurance, member dues, subscriptions)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Personal Services	\$4,240.90	\$889.30	\$4,679.40	\$3,828.00	\$13,637.60

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	\$135.45	\$100.45	\$478.60
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	\$5.07	\$0.00	\$7.18
Legal Notices in Newspapers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rent (+space repairs, improve)	\$811.41	\$811.41	\$1,351.17	\$1,351.17	\$4,325.16
Central Service Agency	\$1,020.62	\$935.16	\$1,002.80	\$773.17	\$3,731.75
Telephone (DAS)	\$141.63	\$136.94	\$141.51	\$139.60	\$559.68
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	\$618.50	\$585.94	\$2,198.15
Computer Services (State)	\$898.35	\$1,447.02	\$599.19	\$611.00	\$3,555.56
Other	\$0.00	\$0.00	\$440.00	\$40.00	\$480.00
Total Maintenance Cost	\$3,617.42	\$3,970.18	\$4,293.69	\$3,601.33	\$15,482.62

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	\$32,834.62	\$27,060.75	\$121,787.22
Total Encumbered Funds Spent	\$5,938.31	\$972.00	\$0.00	\$0.00	\$6,910.31
Remaining FY10 Budget					\$15,123.09

Summary

The Ohio State Board of Sanitarian Registration continues to ensure the safe and educated practice of environmental health for the consumers of environmental health services by monitoring and regulating the training agencies approved by the Board to determine that they are providing quality continuing education programs, by increasing the public and registrants' awareness of the ability to use on-line technology to allow for increased and more effective communication from the Board, and continuing to effectively work in cooperation with other state agencies, board, and commissions on common problems regarding the regulation of the practice of environmental health.

Proposed Meeting Dates 2011

January 26

March 16

May 18

July 27

September 14

November 9

Proposed Exam Dates 2011

February 16

May 4

August 22-25

December 5-8

 **DRAFT**

DRAFT