

**ICEHI/PACE-EH  
Environmental Health Assessment Team (EHAT)**

**MINUTES**

**Date:** Thursday, November 21, 2002  
**Time:** 5:30pm – 7:30pm  
**Location:** Heller Road Fire Station #25; 2720 Heller Road, Oak Harbor, WA

**Present:** Tom Baxter, Phyllis Brett, Lisa Clark, Joline DeVos, Toni Dinelli, Wesley George, Kevin Rio Kiper, Nels Konnerup, Mark Lathrop, David Macys, Kristy Miller, Laurie Mosolino, Jim Patton, Marie Piper, Henry Powers, Dana Pratt, Linda Rhodes, Jodi Samek, Matt Sullivan, Jill Usher  
**Staff Present:** Keith Higman, Nancy Farnsworth, Celine Servatius

**Absent:** Sheilagh Byler, Roger Case

**Excused:** Duke LeBaron, Steve Markle, Tim McDonald, Reece Rose, Jack Sharpe

**Call to Order:** The scheduled meeting of the Environmental Health Assessment Team was called to order at 5:30pm by Tom Baxter EHAT Chair.

**Agenda Items:**

**1. Introductions**

- a) Group agreed that individual introductions not needed.
- b) Brief summary of recent CDC's visit by Sharunda Buchanan, Ph.D. Chief, Environmental Health Services Branch, Division of Emergency & Environmental Health Services; Daneen Farrow-Collier Public Health Advisor, Project Officer; Sarah Kotchian Technical Project Officer.

**2. Review Minutes from October 17<sup>th</sup> Meeting**

- a) Minutes accepted as written.

**3. Discuss Chair & Vice Chair Co-Facilitation**

- a) Tom led a discussion of the role the Chair & Vice Chair and how they will operate as co-equals.
- b) As the facilitators they will help get the group to the end destination.
- c) Looking for complete EHAT group participation.
- d) EHAT Members will have equal opportunity to contribute and participate.

**4. Appointment of Board of Health Liaison**

- a) Keith Higman reviewed the responsibilities of reporting to the Board of Health and providing factual information on the progress of the project.
- b) Liaisons should attend BOH Meetings when EHAT is on the agenda. Anticipate setting time aside on their agenda routinely for updates.
- c) BOH Liaisons will attend Steering Committee meetings when possible.
- d) Tom presented selected BOH Liaisons as: Jim Patton & Laurie Mosolino

**5. Discuss PACE-EH Goals & Objectives**

- a) EHAT members given a brochure of the services that the Island County Health Department provides.
- b) Celine led discussion of Assessment Goals & Objectives.
- c) Reviewed EHAT suggested Objectives from the October meeting.
- d) EHAT grouped common ideas.

- e) EHAT established Four Goals for the Assessment
  1. Increase Public Awareness & Community Involvement in Environmental Health Issues in Island County.
  2. Identify Environmental Health Issues Important to Island County.
  3. Develop Solutions that are Supported by the Community & Elected Officials which Address High Priority Environmental Health Issues.
  4. Increase Open Effective Communication Among Stakeholders.

#### **6. Discuss Vision for Project**

- a) Tom discussed the Vision for the Assessment
- b) Tom proposed using two small subcommittees to draft the Vision and the Objectives, and present in December. EHAT members agreed to this.
- c) EHAT Members volunteered to work on subcommittees to establish draft Objectives and Vision Statement. Objective Team: Wes George, Mark Lathrop, David Macys, Marie Piper, Linda Rhodes. Vision Statement Team: Toni Dinelli, Kevin Kiper, Henry Powers, Matt Sullivan, Jill Usher.
- d) The members of each team agreed to present their work to the full EHAT for discussion at the December meeting.

#### **7. Discuss Task 5**

- a) Tom lead discussion on Task 5.
- b) Reviewed handout of Issues List.
- c) Celine explained the sources of where the data was obtained.
- d) A few EHAT members requested to see the sources and get a summary of the studies.

#### **8. Discuss December 19<sup>th</sup> Meeting Date**

- a) Tom queried the group for options on the December meeting date.
- b) The EHAT group agreed to leave the December meeting for the 19<sup>th</sup>.
- c) The meeting will be at the Taylor Road Fire Station, due to the Heller building not being available.

#### **9. Homework Assignment & Discussion of Next Meeting**

- a) Homework: Come with EH Issues to add to the list.
- b) Read Task 5 and begin reading Task 6.

**Adjourn:** The meeting was adjourned at 7:30pm.

**Next Meeting: December 19, 2002, 5:30pm - 7:30pm @ Taylor Road Fire Station**

**(Please RSVP so we can plan for that meeting)**

Please call (360) 679-7350, ext. 7263 or e-mail [celines@co.island.wa.us](mailto:celines@co.island.wa.us) if you are unable to attend.