

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

MINUTES

Date: Thursday, October 17, 2002
Time: 5:30pm – 7:30pm
Location: Heller Road Fire Station #25; 2720 Heller Road, Oak Harbor, WA

Present: Tom Baxter, Sheilagh Byler, Roger Case, Lisa Clark, Joline DeVos, Toni Dinelli, Wesley George, Kevin Rio Kiper, Nels Konnerup, Mark Lathrop, Duke LeBaron, Steve Markle, Kristy Miller, Jim Patton, Marie Piper, Henry Powers, Linda Rhodes, Reece Rose, Jodi Samek, Jack Sharpe, Matt Sullivan, Jill Usher

Staff Present: Celine Servatius, Tim McDonald, Nancy Farnsworth

Excused: Keith Higman, Phyllis Brett, David Macys, Laurie Mosolino, Dana Pratt

Call to Order: The scheduled meeting of the Environmental Health Assessment Team was called to order at 5:30pm by Marie Piper EHAT Steering Committee Chair.

Agenda Items:

1. Introductions

- a) All EHAT Members and staff participated in introductions.

2. Review Minutes and Ground Rules from September 19th Meeting

- a) Minutes accepted as approved.
- b) Ground Rules: Changed last item to read "Support Decisions Made by EHAT". Ground Rules voted on and accepted as modified.

3. Project Status and Homework Review

- a) Celine conducted discussion on where we are in the PACE-EH Model and inquired on how the homework assignment went.
- b) EHAT members discussed how to "market" or present the Project to the public.

4. Discuss Responsibility of Chair & Vice Chairperson.

- a) Marie Piper led discussion reviewing the Roles & Responsibilities in By-Laws.
- b) Reminded everyone that the elected Chair & Vice Chair are to attend Steering Committee meetings.
- c) EHAT members invited to volunteer for positions.
- d) All 5 volunteers agreed to serve in Chair or Vice Chair position.
- e) EHAT Members who agreed to run for positions were: Tom Baxter, Kevin Kiper, Duke LeBaron, Jim Patton, Dana Pratt
- f) EHAT Members agreed that Chair & Vice Chairperson positions are for one year.
- g) Each volunteer commented briefly on his experience, qualifications, and philosophy of leadership. (Marie Piper read Dana Pratt's comments in his absence.)

5. Vote on Chair and Vice Chairperson

- a) EHAT members determined voting process would be to vote for the Chairperson and then the Vice Chairperson.
- b) Voting occurred: Tom Baxter was elected as Chairperson, and Duke LeBaron elected as Vice Chairperson.
- c) Staff did not participate in voting.

6. Discuss PACE-EH Goals and Objectives

- a) Discussion led by Celine Servatius.
- b) Power Point presentation and handouts given on "Goals & Objectives: Task 4".
- c) EHAT members brainstormed individually and in small groups and suggested goals.
- d) Goal exercise will be completed in the November EHAT meeting.

7. Review Summary of Knowledge Assessment Form

- a) Reviewed handout of Knowledge Assessment Summary results.

8. Homework Assignment & Discussion of Next Meeting

- a) Homework: Talk to friends & neighbors about Environmental Health Issues.
- b) Next Meeting: Continue discussion of Goals & Objectives.

Adjourn: The meeting was adjourned at 7:33pm.