

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

Date: Thursday, June 15, 2004
Time: 5:30pm – 7:30pm
Location: Heller Road Fire Station, Oak Harbor, WA

Present: Tom Baxter, Sheilagh Byler, Roger Case, Joline DeVos, David Macys, Kristy Miller, Marie Piper, Jill Usher

Staff Present: Keith Higman, Tim McDonald, Celine Servatius, Nancy Farnsworth.

Excused: Phyllis Brett, Lisa Clark, Toni Marie Dinelli, Wes George, Kevin Kiper, Nels Konnerup, Laurie Mosolino, Jim Patton, Dana Pratt, Linda Rhodes, Reece Rose, Jodi Samek, Jack Sharpe Jr., Matt Sullivan

Absent: Mark Lathrop, Steve Markle, Henry Powers

Call to Order: Tom Baxter Chair called the scheduled meeting of the Environmental Health Assessment Team to order at 5:34pm.

Agenda Items:

1. Review Minutes from May 20, 2004 Meeting, Guest Introductions

- a) Minutes were accepted as written.

2. Presentation on Preliminary Action Plan & Timeline

- a) Joline DeVos reviewed draft timeline handout.
- b) Discussed goal, objectives, and timeline plan.
- c) Suggestion given to expand on timeline to make the action plan.
- d) Reviewed Illegal Dumping Questionnaire draft.
- e) Feedback given and changes suggested.
- f) Discussed completing a telephone survey. EHAT members asked of the possibilities of this being paid for by the grant.
- g) Tim McDonald explained that no federal money can be used on a questionnaire.
- h) Celine to research the cost of a telephone survey for 400 people randomly picked, and the county will evaluate if funds are available to pay for it.
- i) Celine will follow-up with Joline who will be the EHAT point of contact.
- j) Explained to EHAT that no CDC funds will be used on the survey if it is decided to be done. Local funds will be exclusively used.

3. Survey Work Group Report

- a) Introduced survey tool handout and discussed how their trial survey was conducted.
- b) Discussed findings of testing the drive by survey.
- c) Found it to be helpful to have a driver and 3 observers participate in each automobile survey to have all directions observed.
- d) Survey group will identify the routes for the volunteers to survey. They will check with the county to make sure areas with frequent complaints are on the map to be surveyed.
- e) Suggestion given to include busy intersections where fast food wrappers are commonly found.

4. Forum Work Group Report

- a) Discussed the Potential Participants handout.
- b) Suggestions given of groups and individuals to include.

5. Work Groups Meet

- a) EHAT members separated into Forum and Survey working groups at 6:40pm

6. Homework and Next Meeting

- a) Celine discussed the need to do a follow up evaluation and assessment of EHAT members.
- b) Agreed that EHAT members should receive an evaluation by email, and a copy by mail with a self-addressed stamped envelope.

Adjourn: The meeting was adjourned at 7:20pm.