

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

Date: Thursday, March 18, 2004
Time: 5:30pm – 7:30pm
Location: Heller Road Fire Station, Oak Harbor, WA

Present: Tom Baxter, Sheilagh Byler, Toni Marie Dinelli, Nels Konnerup, David Macys, Kristy Miller, Linda Rhodes, Matt Sullivan, Jill Usher

Staff Present: Keith Higman, Tim McDonald, Nancy Farnsworth

Excused: Phyllis Brett, Roger Case, Lisa Clark, Joline DeVos, Wes George, Laurie Mosolino, Jim Patton, Marie Piper, Dana Pratt, Reece Rose, Jodi Samek, Jack Sharpe Jr., Celine Servatius

Absent: Kevin Kiper, Mark Lathrop, Steve Markle, Henry Powers

Guest: Marianne Seifert

Call to Order: Tom Baxter EHAT Chair called the scheduled meeting of the Environmental Health Assessment Team to order at 5:40pm.

Agenda Items:

1. Review Minutes from February 19, 2004 Meeting and Guest Introductions

- a) Minutes were accepted as written.
- b) Guest introduction: Marianne Seifert from WA State BOH, came early to interview EHAT members on the community process, and expressed appreciation to the EHAT for participating.

2. Discuss EH Issue Scorecard Results

- a) Reviewed and discussed scorecard results.
- b) Tom clarified that the numbers in the "Yes, No, Unknown" columns are the number of people that voted. The numbers in the "Row Score" and "Column Total" are the totaled numbers.
- c) EHAT members were in support of the results and recognized a possible role in all four issues.
- d) Staff will change scorecard footer to reflect the current date.

3. Development of Action Plan for Priority EHAT Issues

- a) Discussed the PACE process and the development of an action plan.
- b) EHAT members discussed method to approach the action plan, and expressed opinions on how many issues should be addressed. Suggestions given: EHAT approach one issue at a time due to the limited resources, and address the other issues later. EHAT stagger the starting time of two issues, allowing one subcommittee to start the process and a second action plan to be developed once the first is going.
- c) Discussed determining the process by the resources available. Reviewed the grant timeline and requirements.
- d) Discussed establishing two subcommittees to work on separate issues to keep EHAT members engaged in the process.
- e) Recognized the need to develop community partnerships, and create new awareness of the issues.
- f) Agreed that EHAT will determine how many issues they will develop action plans for at the April meeting.

4. Discuss BOH/CHAB Joint Meeting on April 6, 2004

- a) Discussed the joint BOH/CHAB meeting and EHAT's EH Issue presentation.
- b) Members that want to attend need to RSVP to staff.
- c) Decided that a PowerPoint presentation will be used and handouts provided.
- d) EHAT presentation will be as follows: Tom Baxter introduction, Linda Rhodes – WNV and Drinking Water: Arsenic, Matt Sullivan – Dumping and Walkable Island County.
- e) Presenters will develop their own section of the presentation and forward it to staff by Monday April 5th. Staff will make handouts for the presentation.

5. Discuss Releasing Issue Profiles and Procedures to Change from "Draft" to "Official"

- a) EHAT discussed making the Issue Profiles an official document.
- b) Motion given and agreed upon to keep the Issue Profiles as a "Draft document - Work in progress".

6. Homework and Discuss Next Meeting

- a) Study Task 12 in the PACE Manual about developing an action plan.

Adjourn: The meeting was adjourned at 7:00pm.