

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

Date: Thursday, November 8, 2007

Time: 5:30pm – 7:30pm

Location: NWFRC

Present: Leslie Stevens (Chair), Celine Servatius (Vice Chair), Dave Macys, Katie Hicks, Marie Piper, Mike Riley

Staff Present: Tim McDonald, Keith Higman, Carrie McLachlan, Whitney Webber

Absent: Elaine Woods, RoseAnn Alspektor, Phyllis Brett, Lisa Clark, Chris Markle, Patty Folkestad, Kevin Rio Kiper, Carl Stephens, Terri Arnold

Call to Order: Leslie Stevens called the Environmental Health Assessment Team (EHAT) meeting to order at 5:30 pm.

Agenda Items:

1. **Reviewed minutes from October 2007 meeting** – Minutes approved as submitted.
2. **Key Health Indicators** – Carrie McLachlan lead a discussion on the key health indicators to bring EHAT up to speed on CHAB's work. She will be holding a separate orientation for Leslie Stevens and Carl Stephens. Other EHAT members may attend if they so desire.
3. **Special recognition of EHAT members** – EHAT held a celebration for EHAT members and informed them that they will be recognized for their leadership and hard work at the upcoming walkability forum. In addition to the forum, EHAT spoke to other ways that they would like to share their successes before the merger with CHAB is finalized. These included presenting at the CHAB legislative meeting and organizing a press release. Additionally, EHAT members submitted anonymous ballots which indicated whether or not they accepted their name going forward for CHAB membership.
4. **Second walkability forum** – The group discussed what equipment/materials the EHAT co-facilitators require to lead the breakout sessions. Staff will provide easels, markers, small tables, and large post-its. EHAT needs to inform staff if they require additional materials. The questions to prompt discussion in the breakout sessions are included with the minutes. EHAT co-facilitators are allotted 45 minutes for discussion. Please review the questions prior to the forum and contact Whitney if you have any concerns. EHAT co-facilitators will have handouts and table displays at their respective stations. EHAT committed to contacting forum invitees to assure their attendance at the forum. Whitney will provide them with the invitees list. Based on EHAT's input, healthy food items will be served at the forum, including hard-boiled eggs, yogurt, and juice. Katie, Tim, Celine, Dave, and Leslie volunteered to arrive at 7 AM to help set up the room for the forum. Carrie will provide help cleaning up the room following the forum. Recommended changes were noted on the forum agenda and will be made.
5. **Announcements and Wrap-Up**

Meeting was adjourned at 7:30 p.m.