NMEHA Monthly Board Meeting

December 13, 2018

Attendees: Bart Faris, Kaitlin Greenberg, Travis Bowser, Kellison Platero, Samuel Frank, Shannon BlueEyes, Ed Fox (Absent)

Location: ABQ Indian Health Center – 801 Vassar Drive NE

Meeting Called to Order: 11:02 AM MST

Motion to approve November 8, 2018 Meeting Minutes (motion passes 5 to 0)

President’s Report – Bart Faris

NMEHA By-Laws on Committees

a. Auditing Committee:
   a. Travis Bowser, Shannon BlueEyes, Antoinette Toya
   b. Responsibilities will include: Review books annually within 30 days of change of President or Treasurer.

b. Education Committee (Previously referred to as “Conference Planning Committee”):
   a. Travis Bowser and Samuel Frank will be committee members.
   b. Responsibilities include: quarterly newsletter (assist Professional Advancement committee), conference planning, provide educational opportunities, current topics in EH, and other info of interest to the membership.

c. Nominating Committee:
   a. Executive Board will be committee members.
   b. If a vacancy exists the board has the option of holding a special election or a quorum of the Executive Board to appoint a qualified member to serve for the remainder of the unexpired term.
   c. Current vacancy – President Elect
      i. Nominees include: Melise Taylor, Elizabeth VinHatton
      ii. Candidates for president elect must be an active or life member of NEHA

d. Membership and Public Relations Committee:
   a. Ed Fox and Julie Anderson will be committee members
   b. Responsibilities include: arrange and publicize at least 1 membership drive per year.
      i. Discussion included increasing membership dues

e. Professional Advancement Committee:
   a. Kellison Platero will be committee member
b. Responsibilities include: shall promote the professional advancement of the membership.
   i. Quarterly newsletter was tasked to committee

c. Training sub-committee will be incorporated into Professional Advancement Committee.
   i. Bart Faris and Lucas Tafoya will be training sub-committee members
   ii. Responsibilities will include looking into trainings that NMEHA members can attend.
   iii. HAZWOPER 8-hour refresher training to be offered pre-conference for Vector conference possibly.

f. Awards and Scholarship Committee:
   a. Executive Board will be committee members
   b. Responsibilities include: Administer the awards program, including the Science Fair and the Larry J. Gordon Scholarship.
      i. Science Fair was originally conducted at N.M. Technical University, NMEHA provided judges for the science fair with a monetary award.

  g. Special Committees – IT Committee
   a. Kaitlin Greenberg, Shannon BlueEyes, and Cecelia Garcia will be committee members
   b. Responsibilities will be to maintain and provide updates to NMEHA website.
      i. Kaitlin will be POC for network issues

Updates:

I.T. Subcommittee – Kaitlin Greenberg

- Wild Apricot is the top website management software to use, there are a lot of great features available to spruce up the website.
- Motion to pay for Wild Apricot for this next year of $970 (motion passes 5 to 0).

Treasurer’s Report – Travis Bowser

Checking Account Balance (Beginning/Ending): $5361.82
PayPal (Beginning/Ending): $1562.40

Total: $6924.22

- Action Item: Will work on getting Wild Apricot paid out for upcoming year.

Secretary’s Report – Samuel Frank

- No new information to report.

Next Meeting: January 10th, 2018 at ABQ Indian Health Center– 801 Vassar Drive NE

Meeting Adjourned: 12:09 PM