



# State of Louisiana

*Board of Examiners for Sanitarians  
7173-A Florida Boulevard  
Baton Rouge LA 70806*

## BOARD MEETING MINUTES

**February 11, 2010**

**Region 2 Office, 7173-A Florida Blvd  
Baton Rouge, LA 70806**

[www.lsb.es.org](http://www.lsb.es.org)

### **In Attendance**

Gary Lincecum, RS, Chair  
Don Riser, RS, Vice Chair  
Butch Martin, RS, Secretary/Treasurer  
Jerry Green, RS, Member

### **Unable to Attend**

Dean, LSU  
Clayton Williams, Assistant Secretary/OPH  
Dean, Tulane University

After determination of a quorum, Gary Lincecum called for a motion to call the February 11, 2010 Board meeting to order. Butch Martin offered the motion and Jerry Green seconded. Motion carried. Debbie Kuhns served as recorder.

Copies of the minutes from the October 22, 2009, meeting were distributed and reviewed by the members present. Jerry Green offered a motion to accept the minutes; Don Riser seconded and the motion carried.

Board members then reviewed the Report of the Secretary/Treasurer (attached). A brief discussion ensued regarding contact hour information presented in the report. Due to the OPH budgetary constraints, it is doubtful that there will be a Statewide Sanitarian Conference for 2010; therefore all sanitarians should be encouraged to look elsewhere for training and contact hours. Debbie Kuhns was asked to contact the Regional Sanitarian Directors and encourage their respective staff to attend other offering.

The Board members then reviewed the current expenditures and budget (attached). It was noted that a new laptop was purchased in November 2009. It was also noted that the cost for printing renewal documents was all inclusive (forms, envelopes of varying sizes, licenses and folding/inserting forms).

Don Riser offered a motion to accept the Secretary/Treasurer's report; Jerry Green seconded and the motion passed.

### **Old Business**

Ms. Antoinette Williams from the Public Health Foundation has granted permission to the Board to print the CDC Self Study Workbook for Course 3010G as needed. This publication is completely out of print and is considered public domain. Debbie will contact Mr. John Sanchez of Forms Graphics, to determine an estimate for printing costs.

### **New Business**

Inactive status requests were received from:

Patrice Clark	Donald Dupre	Sherman Robinson
Glynn Shelton	Mary Ann Miller	

Jerry Green offered a motion to accept these requests; Don Riser seconded and the motion carried. Debbie will notify these sanitarians and their names will also be posted on the Board's website.

Revocation list was then presented to the Board for the following:

Gregory Ellis	Larry Hires	Aleshia Lane
Patrick Stewart	Marlene Tullier	Donald McMillin

Debbie noted that Marsha Morrison, OPH/HR Director had verified that none of the above are working as sanitarians. Gary Lincecum offered a motion to accept these individuals for revocation; Don Riser seconded and the motion carried. The names of these individuals will be posted on the Board's website.

Posting Renewal Form on Website – after a short discussion it, a suggestion was made to contact Greg Richard about sending out an email to all Sanitarians to go to the Board's website and download the 2011 Renewal Form. This will cut down on printing and postage.

Proposed Budget for SFY 2011 – It was noted that this was almost the same budget as last year, with the exception of a decrease in Office Supplies (used to purchase new laptop). The Board also discussed attendance at the NEHA Annual Conference. Butch Martin suggested the Board consider utilizing some of the money set aside for Board Sponsored Educational Offerings to help out with the LPHA Annual Educational Conference. Gary asked that Butch forward more information regarding the Board’s participation with LPHA. Don Riser offered a motion to accept the proposed budget; Jerry Green seconded and the motion carried.

Today the Board will be administering the licensing exam to the following:

Joanna Hale

David Fox

Michael Kopaigorodski

There being no further business, Jerry Green offered a motion to adjourn; Don Riser seconded and the motion carried.

Respectfully submitted:

Butch Martin, RS  
Secretary/Treasurer

Debbie Kuhns  
Recorder