

Board of Examiners for Sanitarians 7515 Jefferson Hwy., Box 161 Baton Rouge, LA 70806

BOARD MEETING MINUTES November 16, 2020 Bienville Building - Baton Rouge, LA

IN ATTENDANCE

Justin Gremillion, RS – Chair Dane Thibodeaux, RS – Vice-Chair Patrice Clark, RS – Secretary/Treasurer Chasity Cheramie, RS – Board Member Janet Merritt, Recorder

After determining a quorum was present, Board Chair Justin Gremillion called the meeting to order at 3:30pm. New members Dane Thibodeaux and Chasity Cheramie were welcomed/acknowledged.

The Report of the Secretary/Treasurer (copy attached) was disseminated to members prior to the meeting; motion made by Dane Thibodeaux to accept the report, seconded by Chasity Cheramie – the report of the Secretary/Treasurer was approved.

The proposed budget for FY21 was disseminated to members prior to the meeting; after review and having no changes to be made Chasity Cheramie made the motion to approve the FY21 budget, motion seconded by Dane Thibodeaux – FY21 budget was approved (copy attached).

It was agreed/confirmed that FY21 officers are Justin Gremillion, Chair; Dane Thibodeaux, Vice-Chair; and Patrice Clark, Secretary/Treasurer.

Continuing education approval criteria was discussed. Justin Gremillion will draft the written criteria for review by the Board members.

Future meetings and exam dates were scheduled as follows: Wednesday, February 24^{th} and Wednesday, June 16^{th} .

The oral test process was discussed, and it was agreed that for future oral exams a Pass or Fail grading system will be used.

Having no further business to discuss, motion made by Chasity Cheramie and seconded by Patrice Clark to adjourn at 4:25pm.

Submitted by Janet Merritt, Recorder

Please visit our website: www.lsbes.org
"AN EQUAL OPPORTUNITY EMPLOYER"



Board of Examiners for Sanitarians 7515 Jefferson Hwy., #161 Baton Rouge LA 70806

AGENDA

LSBES Board Meeting November 16, 2020 3:30 – 4:30 PM Bienville Bldg.. - Baton Rouge, LA

- 1. Call to Order and Determination of Quorum
- 2. Welcome New Board Members / Roles and Responsibilities
- 3. Report of the Secretary/Treasurer and Fiscal Year Budget
- 4. New Business:
 - Confirmation of Current Officers for FY20-21
 - Set Future Meeting and Exam Dates
 - Continuing Education Criteria



Board of Examiners for Sanitarians 7515 Jefferson Hwy., #161 Baton Rouge LA 70806

REPORT OF THE SECRETARY-TREASURER As of June 30, 2020

The following information is provided as the final for FY-20 as of June 30, 2020:

- Temporary Permits Issued = 50
- Temporary Permits Renewed = 18
- Sanitarian Licenses Issued = 10
- Sanitarian Licenses Renewed = 288
- Sanitarian Licenses Reactivated = 1
- Reciprocal License Issued = 1
- Late Fees (for Renewals) = 19
- Temporary Permit Applications Rejected = 5
- CDC Self Study Workbooks Purchased = 15
- RS Exam Fee = 11
- Duplicate License Issued = 2
- Inactive Status Requests = 3
- Revocations = 7

The following information is for FY-20 as of June 30, 2020 (see expenditure report attached):

Certificate of Deposit	\$	18,202.94	Operating Income	\$ 9,742.94
Savings Account	\$	1,127.76	Interest Income	\$ 82.44
Checking Account	\$_	12,381.52	Operating Expenses	\$ -7,711.71
Total Assets =	\$	31,712.22	Profit/Loss	\$ 2,113.67

Submitted by: Patrice Clark, RS – Secretary/Treasurer

ir 300.00 300.00 300.00 300.00 300.00 300.00 300.00 5. 4,800.00 -400.00 5. 4,800.00 -400.00 5. 1,000.00 -80.00	AUG		THE RESERVE THE PROPERTY OF THE PARTY OF THE		The same of the sa	Set LAPERIURIES 0/30/20 (FINAL)	AL)			-		And the second s
ir 300.00 300.00 300.00 400.00 400.00 5tate 500.00 -80.00 1,000.00	-	The state of the s	William Control of the Control of th	The second secon	The state of the s			Principal control of the control of			The state of the s	
ir 300.00 300.00 300.00 300.00 b 300.00 p 300.00		SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAV		
300.00 300.00 300.00 300.00 5.44800.00 p 300.00 1,000.00						100 00	***************************************		TOTAL SERVICE AND ADDRESS OF THE PARTY OF TH	I WA	SONE	BALANCE
300.00 300.00 300.00 State 500.00 p 300.00	The second secon	And the second in property was equipmentally and the second in the secon	The state of the s	AND THE PROPERTY OF THE PROPER		00.00		The second secon	7	And District.	The state of the s	200.00
300.00 300.00 State 500.00 p 300.00 1,000.00		The state of the s	And the second s	***************************************	And the second s	-100.00	The state of the s	THE RESERVE TO SECURITION OF THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO IS NAMED	The same of the sa			200 00
300.00 State 500.00 p 300.00 1,000.00		And in contrast of the latest	AND THE PERSON NAMED OF THE PERSON NAMED IN	A P T T TO A COLOR TO THE TOTAL THE TOTAL TO THE TOTAL TOTAL TO THE TO		-100.00	-			The state of the s	The second section is the second section of the second section is the section	
State 500.00 p 300.00 1,000.00				1288910			and the second forms of the second designation of the second seco		The second secon	Application of the state of the		200.00
State 500.00 p 300.00 1,000.00	-400.00	-400.00	-400 00	-400 00	400 00	00 007	0000	0000		And the second s	AND THE COURSE SHEET OF PROPERTY AND THE CO.	300.00
p 300.00 1,000.00		1			200	1100.00	-400.00	-400.00	-400.00	-400.00	-400.00	0.00
7,000.00 1,000.00		promount block from the 'st' strategistermant's com-		The second secon		-196.04						0 000
1,000.00		-70.49			A Constitution		75 87		and the same of the latest of the same of		And desirable for the contract of the contract	203.80
200.00			-	A comment of comments and a second comments of the second		00 1171	0.0	The state of the s		Andrewson and the Proposition of	THE R. P. LEWIS CO., LANSING, MICH. LANSING, PRINCIPLE STREET, P. L. P.	153.64
200.00						-517.00			-			403.00
	-186.00						****			and the same of th	The state of the s	0.00
Postage 600.00 -55.00		-11.37		-242 66	distribution of the second	240.05	C 40	And the state of t	And the second s	A STATE OF THE PERSON NAMED IN COLUMN NAMED IN	And the second s	14.00
Bd Spons Ed 2,800.00		The control of the co	A STATE OF THE PARTY OF THE PAR		Name (1989) and the second second	07.01.2	04.00-			-20.64	-55.00	-81.32
Prof Svcs 650.00		The same of the sa		37 50		1	To the open property and provide the second of the second	The second secon	The state of the s	And the state of t	Annual to commence and a second	2,800.00
Fees/Refunds 0.00	A County of Coun	The section of the se	00 90	00.70-		-337,50	The state of the s	-69.99	the time to be dead decreased a special and the president	-37.50	-287.50	-119.99
40.000.00			-23.00	and (a for the control of the change of the control	The second secon	-10.00	A CALL CO. C					25.00
12,050.00 -535.00	-586.00	-481.86	425.00	-680.16	-400.00	-400.00 -2,000.79	-532.27	469.99	-400.00	-458 14	-742 En	00.00



Board of Examiners for Sanitarians 7515 Jefferson Hwy., #161 Baton Rouge LA 70806

REPORT OF THE SECRETARY-TREASURER November 16, 2020

The following information is provided as November 14, 2020 for FY-21:

- Temporary Permits Issued = 12
- Temporary Permits Renewed = 5
- Sanitarian Licenses Issued = 8
- Sanitarian Licenses Renewed = 26
- Sanitarian Licenses Reactivated = 1
- Reciprocal License Issued = 1
- Late Fees (for Renewals) = 1
- Temporary Permit Applications Rejected = 3
- CDC Self Study Workbooks Purchased = 3
- RS Exam Fee = 6
- Duplicate License Issued = 0
- Inactive Status Requests = 1
- Revocations = 0

The following information is for FY-21 as of Nov. 14, 2020 (see expenditure report attached):

Certificate of Deposit	\$	18,230.46	Operating Income	\$	2,457.66
Savings Account	\$	1,127.90	Interest Income	\$	27.66
Checking Account	\$_	11,983.64	Operating Expenses	<u>\$</u>	2,854.94
Total Assets =	\$	31,342.00	Profit/Loss	\$	(369.62)

Submitted by: Patrice Clark, RS - Secretary/Treasurer

BEG BAL JULY AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUNE BAL Sign of 100.00 100.00				FY21 B	Indust E	rhondit	ILIAC 2C	NF 11/1/	120					
Chair BEG BAL JULY AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUNE BA Chair 500.00 -100.00 <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th>2</th> <th>5</th> <th>0</th> <th></th> <th></th> <th></th> <th></th> <th></th>							2	5	0					
Chair 500.00 -100.00 -		BEG BAL		SEP		NOV	DEC	JAN	FEB	MAR	APR	MAY	HN.	BAIANCE
Vice 500.00 -1	Hon/Chair	500.00			-100.00									300 00
Sec 500.00 -10	Hon/Vice	500.00			-100.00									300.00
Mbr 300.00 4,800.00 -4	Hon/Sec	500.00			-100.00									300.00
Sec. 4,800.00 -400.00	Hon/Mbr	300.00		c										300.00
Supplim-State 1,000.00 -274.32 -98.00 <	Acct./Sec.	4,800.00		-400.00										3 200 00
e Sup 300.00 300.00 -181.00 -181.00 -85.56 -16.06	Travel/In-Stat∈			-98.00										0,200.00
ng 1,000.00 -181.00 -85.56 -16.06 Refunds 0.00	Office Sup	300.00												200.00
ance 200.00 -181.00 -85.56 -16.06 Refunds Refunds 0.00 </td <td>Printing</td> <td>1,000.00</td> <td></td> <td>300.00</td>	Printing	1,000.00												300.00
ige 600.00 -85.56 -16.06	Insurance	200.00	-181.00											1,000.00
Soors Ed 1,700.00 Svcs 650.00 Refunds 0.00 12,050.00 -674.32 -581.00 -583.56 -716.06 0.00	Postage	00.009		-85.56	-16.06									708.38
Svcs 650.00 Refunds 0.00 -674.32 -583.56 -716.06 0.00	Bd Spons Ed	1,700.00												1 100.00
0.00 12,050.00 -674.32 -581.00 -583.56 -716.06 0.00 0.00 0.00 0.00 0.00 0.00 0.00	Prof Svcs	650.00												,, oo.oo
12,050.00 -674.32 -581.00 -583.56 -716.06 0.00 0.00 0.00 0.00 0.00 0.00 0.00	Fees/Refunds	0.00												00.000
	Total	12,050.00	-581.00	-583.56	-716.06	0.00								9 19

LOUISIANA STATE BOARD OF EXAMINERS FOR SANITARIANS

BUDGET FY-21 (July 1, 2020- June 30, 2021)

EXPENDITURES:

	S
	0
	2
	0
-	2
,	Ž

4,800.00 Personal Services

\$ 6,600.00 1,800.00 Honorariums Total Salaries:

Operating Expenses:

1,000.00 1,800.00 Travel

(Includes Postage, Telephone, Insurance, and Printing) Operating Services

Board Sponsored Ed 1,700.00 Office Supplies

\$ 12,050.00

TOTAL REVENUES

\$ 12,000.00

License, temporary permit, exam fee

REVENUES:

50.00

8

Interest on CD

Total Operating Expenses:

Professional Services

(Includes Website Development/Hosting, 650.00

Legal, etc.)

Total Professional Services:

TOTAL EXPENDITURES

650.00

\$ 12,050.00

11/16/2020

\$ 0.00

PROJECTED SURPLUS/DEFICIT

Approved

LA State Board of Examiners for Sanitarians FY 21 ~ Supporting Expenditure Detail

I. SALARIES (Honorariums and Personal Services)		
Honorarium Recipients:		
Chairman		500.00
Vice Chairman		500.00
Secretary-Treasurer		500.00
Member		300.00
Member		.00
Member		.00
Member		.00
Personal Services:		
Accounting Assistance		2,400.00
Secretarial Services		2,400.00
TOTAL SALARIES	\$	6,600.00
II. OPERATING EXPENSES		
Travel (Board Members Only)		
Routine In-State Travel		1,000.00
Out-of-State Travel		.00
Operating Services		
Printing (Renewal Notices, Licenses, CDC Books)		1,000.00
Insurance (Auto liability/Bond coverage/Worker's Comp, etc)		200.00
Dues & Subscriptions		0.00
Postage		600.00
Board Sponsored Educational Offering		1,700.00
Office Supplies		300.00
Miscellaneous		0.00
TOTAL OPERATING EXPENSES	\$	4,800.00
III. PROFESSIONAL SERVICES		
Website Hosting & Development/Legal Services		650.00
TOTAL PROFESSIONAL SERVICES		\$ 650.00
GRAND TOTAL	\$	12,050.00