



Creating a State of Health

## MINUTES OF REGULARLY SCHEDULED PUBLIC MEETING

*This regular meeting of the Sanitarian/Environmental Specialist Registration Advisory Council, scheduled to begin at 10:00 a.m. on this eleventh day of February 2015, was convened in accordance with the Oklahoma Open Meeting Act [25 O.S., §§ 301 et seq.] Further, an advance public notice that was sent to the Secretary of State's Office of Administrative Rules by Internet on October 8, 2014, prior to this time today, specifying the time and place of the meeting here convened, preceded this meeting. Notice of this meeting was given at least twenty-four (24) hours prior here to and no one filed a written request of notice of meetings of this public body to date.*

PUBLIC BODY: SANITARIAN/ENVIRONMENTAL SPECIALIST REGISTRATION ADVISORY COUNCIL

DATE: WEDNESDAY, FEBRUARY 11, 2015

LOCATION: OKLAHOMA STATE DEPARTMENT OF HEALTH (OSDH)  
1000 NE 10<sup>TH</sup> STREET, ROOM 136-S  
OKLAHOMA CITY, OK 73117-1299

CONTACT PERSON: MEGAN MOORE TELEPHONE: (405) 271-5779

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### **Agenda Item 1:**

#### **Open Meeting Act**

The filing of the meeting and posting of the agenda in accordance with the Open Meeting Act was announced by Megan Moore.

### **Agenda Item II:**

#### **Call to Order/Roll Call**

Gary Collins called the meeting to order at 10:02 a.m. in room 136-S of the Oklahoma State Department of Health. Megan Moore called roll and a quorum was met.

Council Members Present: Gary Collins, Troy Skow, Alisa Mankins, Jim Echelle, Patty Nelson, Danny Walters

Council Members Absent: Chad Newton, John Vaught

Staff Present: Megan Moore, Lynnette Jordan

Others present: Cassandra Atwood, Jessica Christopher, Keith Donaldson, Jessica King

### **Agenda Item III:**

#### **Approval of Applicants**

Cassandra Atwood, RPSIT/RPESIT #1791

Troy Skow made a motion to accept Cassandra Atwood as a Registered Professional Sanitarian-in-Training/Registered Professional Environmental Specialist-in-Training. Alisa Mankins seconded the motion.

Roll Call

Aye: Gary Collins, Troy Skow, Alisa Mankins, Jim Echelle, Patty Nelson, Danny Walters

The motion carried.

Jessica Christopher, RPESIT #1792

Jim Echelle made a motion to accept Jessica Christopher as a Registered Professional Environmental Specialist-in-Training. Patty Nelson seconded the motion.

Roll Call

Aye: Gary Collins, Troy Skow, Alisa Mankins, Jim Echelle, Patty Nelson, Danny Walters

The motion carried.

Keith Donaldson, RPESIT #1793

Alisa Mankins made a motion to accept Keith Donaldson as a Registered Professional Environmental Specialist-in-Training. Danny Walters seconded the motion.

Roll Call

Aye: Gary Collins, Troy Skow, Alisa Mankins, Jim Echelle, Patty Nelson, Danny Walters

The motion carried.

Jessica King, RPSIT/RPESIT #1794

Jim Echelle made a motion to accept Jessica King as a Registered Professional Sanitarian-in-Training/Registered Professional Environmental Specialist-in-Training. Troy Skow seconded the motion.

Roll Call

Aye: Gary Collins, Troy Skow, Alisa Mankins, Jim Echelle, Patty Nelson, Danny Walters

The motion carried.

Jeffrey Campbell, RPSIT/RPESIT req. RPS/RPES #1735, Tyler Choate, RPSIT/REPSIT req. RPS/RPES #1766, Zachary Collins, RPSIT/RPESIT req. RPS/RPES #1733, Randy Helvey, RPSIT/RPESIT req. RPS #1690, Terrel Mitchell, RPESIT req. RPS/RPES #1666, John Morlan, RPSIT/RPESIT req. RPS/RPES #1622, Megan Nayar, RPSIT req. RPS #1734

Jim Echelle made a motion to approve Jeffrey Campbell, Tyler Choate, Zachary Collins, Randy Helvey, Terrel Mitchell, John Morlan, and Megan Nayar from in-training to full registration. Alisa Mankins seconded the motion.

Roll Call

Aye: Gary Collins, Troy Skow, Alisa Mankins, Jim Echelle, Patty Nelson, Danny Walters

The motion carried.

**Agenda Item IV:**

**Approval of December 10, 2014 Minutes**

Troy Skow made a motion to accept the December 10, 2014 minutes. Alisa Mankins seconded the motion.

Roll Call

Aye: Gary Collins, Troy Skow, Alisa Mankins, Jim Echelle, Patty Nelson, Danny Walters

The motion carried.

**Agenda Item V:**

**Division Updates**

**a. Updated Registrant Lists**

The Advisory Council reviewed the updated registrant lists.

**b. Financial Report**

The Advisory Council reviewed the financial report.

**Agenda Item VI:**

**Discussion and Possible Action Regarding Eric Huffman Transcript and Request**

Megan Moore stated Eric Huffman had applied for the Sanitarian & Environmental Specialist exam. In reviewing Mr. Huffman's transcript, Ms. Moore stated it was determined Mr. Huffman had 29 hours of the required 30 hours of approved courses. Ms. Moore stated in the Council members' packets were Mr. Huffman's transcript and letter for consideration of his exam application. The Advisory Council reviewed Mr. Huffman's transcript and associated documents and concluded he would need an additional hour of applicable college credits to be eligible for the Sanitarian & Environmental Specialist exam.

Jim Echelle made a motion to recommend Mr. Huffman complete 1 additional hour in a core course in order to be approved to take the Sanitarian & Environmental Specialist exam. Patty Nelson seconded the motion.

Roll Call

Aye: Gary Collins, Troy Skow, Alisa Mankins, Jim Echelle, Patty Nelson, Danny Walters

The motion carried.

**Agenda Item VII:**

**Announcements**

Troy Skow stated OCCHD will have a sanitarian leave their agency on March 6<sup>th</sup>.

**Agenda Item VIII:**

**Correspondence on Fellow Sanitarians**

Gary Collins stated Terry Hill, former sanitarian, passed away 4 weeks prior.

**Agenda Item IX:**

**Next Meeting Date**

April 8, 2015

**Agenda Item X:**

**Old Business**

None

**Agenda Item XI:**

**New Business**

None

**Agenda Item XII:**

**Adjournment**

Troy Skow made a motion for adjournment. Alisa Mankins seconded the motion.

Roll Call

Aye: Gary Collins, Troy Skow, Alisa Mankins, Jim Echelle, Patty Nelson, Danny Walters

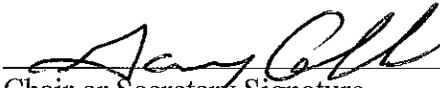
The motion carried.

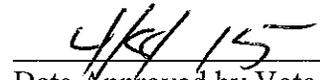
The February 11, 2015 meeting of the Sanitarian/Environmental Specialist Registration Advisory Council adjourned at 10:32 a.m.

**Minutes Approved**

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Chair or Secretary Signature

  
Date Approved by Vote