



National Environmental Health Science and Protection Accreditation Council (EHAC)

EHAC Board Meeting Minutes – June 18, 2020 – 10am Pac. Time

Board Members Present: Tania Busch Isaksen, Jason Finley, Don Williams, Mike Fletcher, Chyla Hunter

Board Members Absent: Sharron LaFollette,

EHAC Staff: Leslie Mitchell

1.0 Meeting Called to order at: 10:11am

○ **2.0 Standing Items**

2.1 Approval of Agenda: Agenda approved

2.2 Approval of May 21, 2020 Meeting Minutes. Approved.

3.0 Reports

3.1 Treasurer's Report: Fletcher

- Financial Management Report: Mitchell explained that current documents are presented here along with financials to present at Annual Meeting.
 - Current Balance and Income and Loss Sheets – no questions.
 - For Statement of Cashflows – add a not of explanation regarding the meaning of the “-“ values.
 - **Action: Mitchell will ask Carla Brown to provide a brief and succinct definition of what “-“ numbers signify in the Statement of Cash Flows.**
- Balance Sheet Comparison -
- Income and Loss Comparison
- Documents for Council:
 - 2020-2021 Budget: no questions
 - Projected Budget: no questions
 - Projected Income/Expense:
 - **Action: Note in Projected Income/Expense discussion that nonprofits are generally recommended to have a minimum of 6 months operating costs in reserve – thus the need for an increase in dues that is being recommended by the Board.**
 - **Action: Mitchell will put all documents in the same format for presentation**

3.2 Chairperson's Report:

- NEHA Racial Equity Statement: EHAC signed on to a document drafted by NEHA regarding the relationship between EH and Environmental Justice issues.

- **Action – Busch Isaksen asked Board to read this letter and provide feedback regarding how EHAC should move forward and lead in a similar effort – statement, website publication, recommendations for changes that EHAC can make internally and in requirements and guidelines to address EH related racial inequality and environmental justice.**
- Busch Isaksen’s racial equity proposals: she explained that EHAC is in a position to affect change in EH degree program requirements and guidelines that raise up and support EH related inequity and education related to how EH issues are intimately connected to Environmental Justice and racial inequity issues. In this manner EHAC has the ability to affect change in the workforce and EHAC accredited faculty. Busch Isaksen has been giving a lot of thought to how she integrates environmental justice and racial inequity in how she teaches here EH classes. She see this a time for action on these issues by adding competencies that address the connection between EH issues and racial inequity and EJ.
 - Busch Isaksen recommendations:
 - **Publish statement defining EHAC’s commitment to racial equity and justice.**
 - **Add this statement to EHAC’s constitution.**
 - **Develop accreditation criteria that require degree** programs to intentionally address the connection between Environmental Health challenges and Environmental Justice issues and racial inequity. Her goal is to develop competencies that can be measured and are current and relevant. She would like degree programs to be required to demonstrate how faculty are trained to recognize issues like implicit bias – so that they are more capable of designing curricula that address these issues in themselves, students and EH challenges. Busch Isaksen realizes that this is an uncomfortable place for many people but that, now is the time to have these difficult conversations.
 - **Action: Busch Isaksen asked for Board comment and ideas on how EHAC can move forward with addressing EH related inequities organizationally and via UG Requirements (Cross Cutting Knowledge Areas) and Graduate Guidelines.**
- **HBCU representation on Council** – Busch Isaksen explained that she would like EHAC to institutionalize EHAC’s value of racial equity by making changing bylaws to include one permanent academic seat on Council for faculty from an HBCU (either accredited or not).
 - Finley appreciated the idea and asked how that would work if there was no one interested in running for the Council seat that met the HBCU requirements. Busch Isaksen replied that the Nominations Committee would be in charge of developing a candidate list and that this would provide an opportunity for EHAC to recruit new and diverse members.
 - Williams asked if there might be a way to qualify this kind of requirement in the case that no one is available or interested. Williams Don – qualified requirement – in as much as possible or feasibility b/c what happens if there is no one to fill the position.
 - Finley agrees that EHAC should reaffirm its commitment to diversity and open to a wider pool of candidates for Council that increase fairness, equality, etc. and agree with Williams regarding qualifying the requirement.

- Williams commented that this is certainly a good place to put some effort and Busch Isaksen agreed.
- Virtual Annual Meeting Planning/Agenda: Busch Isaksen reviewed the agenda for the Board
 - **Action: Mitchell will change name of Table 2 revised - Table 2 Self-study Checklist – Revised.**
 - **Action: Financials will be presented live.**
 - Protocol visits and Zoom Waiting Room Option:
 - Day one – participants can just join without entering a waiting room
 - Day two – participants will need to enter via waiting room so Closed Discussion are not disturbed.
- Board and Council Roles and Volunteer time estimates
 - Busch Isaksen requested that the Board look at the hours estimate for their positions and let Mitchell know if the timing is pretty close or need to be revised.

3.3 Undergraduate Program Report – Vice Chair Finley

- **Undergraduate Program Report (Finley/Busch Isaksen/Mitchell)**
 - ETSU condition meeting (Busch Isaksen/Mitchell) – meeting went well. Dr. Maier seemed interested in considering the options that Busch Isaksen presented. He said he would present the options to his faculty and Mitchell is waiting to hear from him at this point.
 - Colorado State University: Dr. Joshua Schaeffer
 - **Motion:** Finley moved to approve Dr. Joshua Schaeffer as the new Program Director at Colorado State University as he has relevant practical field experience as an Industrial Hygienist.
 - **Discussion:** None
 - **Vote:** Unanimous approval.
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3.4 Graduate Program Report – Vice Chair LaFollette

- **No report**

3.5 Office Report: no report

4.0 Old Business:

5.0 New Business:

- Carolyn Harvey: Fletcher mentioned Dr. Harvey’s diagnosis and asked if EHAC should send something. Mitchell has sent a card to as of last week. Fletcher noted that she apparently like plants and camels.
- Finley submitted the following: a reminder that life is short and fleeting and he wants to applaud EHAC and AEHAP and NEHA for their effort to make things better for the nation’s health and wellbeing. Taking constructive action is what we are doing, and he wanted to say what a privilege it is to work with everyone.
- **Annual mtg.: Finley suggested staying flexible and building in time for technical difficulties.**

6.0 Schedule Next Board Mtg. - Thursday June 18 at 10am

7.0 Adjournment Mtg. adjourned at 11:37am