



STATE OF LOUISIANA

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

BOARD MEETING MINUTES

October 19, 2016

OPH State Laboratory - Leesville Ave. - Baton Rouge, LA

IN ATTENDANCE

Don Riser, RS, Chair (by phone)
Tessa Dixon, RS, Vice-Chair
Butch Martin, RS, Secretary-Treasurer
Tenney Sibley, RS, Member
Janet Merritt, Recorder

After determining a quorum was present, Board Chair Don Riser called the meeting to order at 9:05am.

The minutes of the June 29th meeting were reviewed, and Butch Martin made the motion to accept the minutes; seconded by Tessa Dixon and approved.

The Report of the Secretary/Treasurer (copy attached) was given by Butch Martin. Mr. Martin made the motion to accept the report; motion seconded by Tenney Sibley and all approved.

Old Business:

LSBES forms have been revised by Tessa Dixon to be fillable versions. The forms were reviewed. Recommended that all forms be in one place on the website under Forms, and include number and name of each form. Discussion followed on the sponsor application for CE contact hours; it needs to be revised to simplify it. Tenney Sibley made the motion to upload the fillable forms on the website; Butch Martin seconded -- all approved.

Tenney Sibley has submitted paperwork for re-appointment to the Board; she was told by the Boards & Commissions Office that she is still an active member of the Board until she receives a letter that she is no longer on the Board. The Boards & Commissions Office is behind on getting re-appointment letters out. She will get an email confirmation for the Board's records.

Tenney reported on the task force on oversight of boards. She was told by Christine Arbo Peck that it is not really applicable to LSBES. Discussion followed on how would the Board be notified of actions taken against Sanitarians that might affect their licensure. Tenney will check with LDH Human Resources about this.

Members discussed that there needs to be a database listing all R.S. #'s issued -- Janet Merritt will work on this. Currently databases are maintained on Active, Inactive, and Temporary licenses.

Tessa Dixon went over the fees she researched from other states. Butch Martin made a motion to look at all fees and determine which ones need to be increased and set limit on increase to allow flexibility; motion seconded by Tenney Sibley -- all approved. Members agreed to have a conference call on Wednesday, November 16th at 9:00 a.m.; members will review current fees and make proposals for changes.

New Business:

Butch Martin recommended that LSBES sponsor a training to allow Sanitarians to attend to get CE's in one day; offer training on a non-workday. Members discussed that it would have to be held in different regions and funding may be a problem.

The following 2017 Board Meeting and R.S. Exam dates are scheduled:

Wednesday, February 15th

Wednesday, June 14th

Wednesday, Oct. 18th

Butch Martin made the motion to adjourn the meeting; motion seconded by Tenney Sibley; the meeting adjourned at 10:20 a.m.

The meeting adjourned at 9:45 a.m.