



State of Louisiana

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

BOARD MEETING MINUTES

February 28, 2012
Region 2 Office, 7173-A Florida Blvd
Baton Rouge, LA 70806
www.lsbes.org

In Attendance

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

Unable to Attend

Assistant Secretary/OPH
Dean, LSU
Dean, Tulane University

After determination of a quorum, Gary Lincecum called the February 28, 2012, Board meeting to order.

Copies of the minutes from the November 11, 2011 meeting were distributed and reviewed by the members present. Butch Martin 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). The Board members then reviewed the current expenditures and budget (attached). Gary Lincecum then offered a motion for the Report to be accepted. Butch Martin seconded and the motion carried.

New Business

Copies of the proposed budget for SFY 13 were distributed. Members reviewed the budget and budget detail. Don Riser offered a motion to accept the budget; Jerry Green seconded and the motion carried.

The members then reviewed the inactive requests from:

- James Antoon
- Gilda Fisher
- Ron King
- Drew Stevens
- Marcelli Rosamond
- AJ Pinkney
- Alan Johnson
- Michael Stockstill
- John Fontenot
- Gary Laborde

Don Riser offered a motion to accept these requests; Jerry Green seconded and the motion carried. The names of these sanitarians will be posted on the Boards website.

The following names were presented to the Board for revocation due to non-renewal of 2012 Registered Sanitarian licenses:

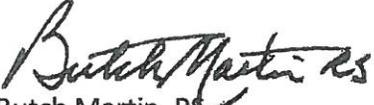
- Farley Bridges
- Jimmy Brown
- Stephen Colvin
- Jo DiMiceli
- Stephanie Durand
- Jerome Freedman
- Otto Gray
- Charles Methvien
- Patrick Stewart

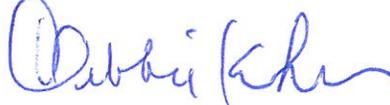
Butch Martin offered a motion to revoke these licenses; Don Riser seconded and the motion carried. These names will also be posted on the website.

Today, Nicole Hazard will be sitting for the Board's licensing exam.

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

Respectfully submitted:


Butch Martin, RS
Secretary/Treasurer


Debbie Kuhns
Recorder



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REPORT OF THE SECRETARY-TREASURER February 28, 2012

1. The following information is provided for the period November 15, 2011 through February 27, 2012:

- Registered Licenses Renewed = 314
- Temporary Licenses Issued = 5 (+1 pending review)
- Temporary Licenses Renewed = 5
- Temporary License Application Rejected = 1
- Application for Test = 1
- CDC Self Study Course Book = 1

2. The following financial information is current as of

Certificate of Deposit -- \$17,696.44 (current interest rate of .6% -- \$53.36 earned this period)

Savings Account -- balance \$3,120.75

Checking Account -- balance of \$4,600.58

Total Assets = \$25,417.77

3. A copy of the current expenditures for FY 12 is attached.

4. One applicant to test today -- Nicole Hazard.

Butch Martin, R.S.
Secretary-Treasurer

SFY11/12
BUDGET AT A GLANCE

Prepared 06/30/12

	BEG BAL	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	BALANCE
Hon/Chair	\$300.00					-\$100.00			-\$100.00					\$100.00
Hon/Vice	\$300.00					-\$100.00			-\$100.00					\$100.00
Hon/Sec	\$300.00					-\$100.00			-\$100.00					\$100.00
Hon/Mbr	\$300.00					-\$100.00			-\$100.00					\$100.00
Hon/Mbr	\$300.00													\$300.00
Hon/Mbr	\$300.00													\$300.00
Sal/scy	\$4,800.00	-\$400.00	-\$400.00	-\$400.00	-\$400.00	-\$400.00	-\$400.00	-\$400.00	-\$400.00	-\$400.00	-\$400.00	-\$400.00	-\$400.00	\$300.00
Travel/In-State	\$1,600.00					-\$400.00			-\$323.85					\$0.00
Travel/Out-State	\$2,000.00					-\$324.26								\$951.89
Office Sup	\$350.00													\$2,000.00
Printing	\$700.00						-\$262.00							\$350.00
Insurance	\$500.00		-\$378.00											\$438.00
Dues/Subs	\$500.00			-\$90.00				-\$380.00						\$122.00
Postage	\$500.00		-\$138.86						-\$347.57					\$30.00
Bd Sponsored	\$2,500.00							-\$2,000.00						\$13.57
Prof Svcs	\$3,300.00											-\$799.00		\$500.00
Fees/Refunds														\$2,501.00
Total	\$18,850.00	-\$400.00	-\$916.86	-\$490.00	-\$400.00	-\$1,124.26	-\$662.00	-\$2,780.00	-\$1,471.42	-\$400.00	-\$400.00	-\$1,199.00	-\$400.00	\$8,206.46

LOUISIANA STATE BOARD OF EXAMINERS FOR SANTARIANS

BUDGET FY 12/13 (July 1, 2012 – June 30, 2013)

EXPENDITURES:

Salaries:

Personal Services 4,800.00
 Honorariums 2,100.00

Total Salaries: 6,900.00

Operating Expenses:

Travel 4,100.00
 Operating Services 1,850.00
 (Includes Postage & Printing)
 Board Sponsored Ed 2,500.00
 Office Supplies 200.00

Total Operating Expenses: 8,650.00

Professional Services

Other 3,300.00
 (Includes Website Development/Hosting
 Legal, etc.)

Total Professional Services: 3,300.00

TOTAL EXPENDITURES 18,850.00

REVENUES:

License, temporary permit, exam fee 12,300.00
 Interest on CD 200.00

TOTAL REVENUES 12,500.00

PROJECTED DEFICIT 6,350.00

Approved 02/28/2012

**LA State Board of Examiners for Sanitarians
FY 12/13 ~ Supporting Expenditure Detail**

I. SALARIES (Honorariums and Personal Services)	
<i>Honorarium Recipients:</i>	
Chairman	300.00
Vice Chairman	300.00
Secretary-Treasurer	300.00
Member	300.00
<i>Personal Services:</i>	
Accounting Assistance	2,400.00
Secretarial Services	2,400.00
TOTAL SALARIES	6,900.00
II. OPERATING EXPENSES	
Travel (Board Members Only)	
Routine In-State Travel	1,600.00
Out-of-State Travel	2,500.00
Operating Services	
Printing (Renewal Notices, Licenses, Newsletters, etc.)	350.00
Insurance (Auto liability/Bond coverage/Worker's Comp, etc)	500.00
Dues & Subscriptions	500.00
Postage	500.00
Board Sponsored Educational Offering	2,500.00
Office Supplies	200.00
TOTAL OPERATING EXPENSES	8,650.00
III. PROFESSIONAL SERVICES	
Website Hosting & Development/Legal Services	3,300.00
TOTAL PROFESSIONAL SERVICES	3,300.00
GRAND TOTAL	18,850.00