

**Kalamazoo County
ENVIRONMENTAL HEALTH ADVISORY COUNCIL**

February 8, 2012

Present: Deb Cardiff, Fran Bell, Patricia Crowley, Leroy Crabtree, Patricia Randall, Mike Wetzel, Jim Pearson and John O'Keefe, Kathleen Buckham, Dan Moyle, Dawn Potter-Williams, Jack Urban

Absent: Kirsten Rimes and Jeannie Himmelein

Environmental Health: Gracie Arevalo, Kim Steinmann

TOPIC	DISCUSSION	ACTION	FOLLOW-UP
1. Citizen Comments	None		
2. Approval of Minutes	Pat Crowley stated that wording on the bylaws regarding a quorum need to be clarified. Approved pending change.	Changes will be made to the minutes.	Revised minutes to be sent
3. EH Update			
4. Officer Elections	Leroy Crabtree was nominated, supported and accepted unanimously as Chair. Jim Pearson was nominated, supported and accepted unanimously as Vice-Chair John O'Keefe was nominated, supported and accepted unanimously as Secretary.		
5. Review of By-Law edits	Changes were made on the verbiage to make it easier to the number of members needed make a quorum. Change on page 1 section Membership and Term of Office will be made to state 15 instead of 16 Changes on page 2 were made form EH Bureau Director to Division Manager. Additions on page 3 sec. 4 were made to be whether to cancel a meeting. Also on page 3 it states that weather there are 12 or 15 active members, 7 people present it will constitute a quorum. Deb stated that 3 people were interviewed to be on EHAC. She is waiting for approval from the Board office.	Deb will send out a new document with corrections.	Members are asked to send any other changes to Deb via email Motion for approval will be in March

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	<p>It was stated by a member that on page 2 section G it should state that the BOC only have one vote and the other person is a back up. Kathy asked if there could be an alternate Deb said yes anyone could have an alternate</p>		
<p>6. Kalamazoo Co. Sanitary Code Project</p>	<p>EH would like to review and make changes to the Kalamazoo Co. Sanitary Code Deb would like EHAC's support before moving forward with this project. She is looking for volunteers to help with the sewage regulations and the housing regulations. Housing regulations were written in 1961 and have not been changed since. Pat Crowley asked what the process will be. Deb said there will be an internal work group as well as stakeholders for both the housing and sewage regulation to be part of the discussion. Any changes made will be track in spreadsheet. It will then be brought back to EHAC for approval. Deb would like this done by January 2013 A complete sanitary code is online. Motion was made and supported to move forward with this project.</p>		
<p>7. Member Comments</p>	<p>Kathleen: Doing home expo with 2 groups and would like to know if EH would a part of it. Kim will get back with Kathleen Tree order forms have gone out for the Conservation District fundraiser.</p>		