

Environmental Health Specialist/Sanitarian Registration Advisory Council Meeting Minutes

DATE: September 15, 2022

MINUTES PREPARED BY: Tracie Zerwas

LOCATION: Due to COVID-19 meeting was held via videoconference

Council Members Present

- Charles Dierker, R.S., MDH, State Member – Chair
- Lynn Moore, R.S., City of Bloomington, City Member – Vice Chair
- Duane Hudson, R.S., Hennepin County, County Member
- Nikki Coler, Public Member
- Neile Reider, Industry
- Raymond Starin, R.S., MDA, State Member

Council Member Absent

- Robert Anderson, Public Member

MDH Staff Members Present

- Jim Topie, R.S., Sanitarian Registration Program Coordinator
- Tracie Zerwas, State Program Admin. Tech Specialist

Guest

- Linda Prail, MDH, Food, Pools, and Lodging Services Section Rules Coordinator
- Nick Anderson, MDH Legal Unit

Call to Order

Charles Dierker

- Charles called the meeting to order.

Approval of the Agenda

Charles Dierker

- A motion was made to approve the day's agenda.

Motion: Lynn Moore

Seconded: Charles Dierker

MSC

Approval of Minutes of June 10, 2022

Charles Dierker

- A motion was made to approve the minutes of June 10, 2022.

Motion: Lynn Moore

Seconded: Charles Dierker

MSC

MDH Updates

Staff Changes

- Charles announced that he transitioned from MDH to MDA this past July. Due to this transition, Charles will not be renewing as a council member upon the expiration of this term. This is to allow a MDH member to fill his member seat.

Secretary of State's Annual Report

- Jim explained to the Council that he had conducted the annual verification for the Secretary of State's Office.
- Jim then informed the Council that Charles and Robert's seat would be open at the end of this term (January 6, 2023). Jim showed the Council the Secretary of State's website where this information is posted. He then displaced and reminded the Council about MDH's Sanitarian Registration "Look-Up" webpage.
- Jim announced that MDH is currently in the process of creating an electronic payment system and that the RS Program has been chosen to be the first program to onboard.

Old Business

Item number 8 on the agenda was moved up on the agenda as Nick had to leave the meeting early.

A. Review and Discuss Findings of the Complaint Received on November 18, 2021

- Charles provided the Council with a timeline overview which included:
 1. No response from the individual in question;
 2. Findings of facts, and;
 3. Final resolution drafted.
- Charles and Nick reviewed and discussed the final resolution draft response of one-year revocation. The Council recommended the Council and MDH move forward with this resolution.

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- A motion was made to approve the Final Resolution Letter with minor grammatical corrections.

Motion: Lynn Moore
Seconded: Nikki Coler
MSC

- The Council decided that Charles would continue to be the contact regarding this matter until such time that his term ends.
- Charles then stated that the investigation has concluded and thank the Council members.

B. Indirect Supervision (tabled from the June 10, 2022 meeting)

- Jim provided the Council with a letter from Josie Schmit inquiring as to whether co-workers would meet the requirement of indirect supervision.
- The Council reviewed and discussed the information presented.
- The Council recommended when the candidate applies for registration to sit for the REHS/RS exam, along with their application and documentation, submit a letter from her lead worker/most senior co-worker, Lisa Gyswyt explaining the validity of the process in which Josie’s training by Lisa and the other two co-workers was conducted. This letter should be submitted along with Josie’s application and other required documentation to include a completed Supervised Employment Verification Form completed by Lisa Gyswyt.

Review of Candidate(s) Information

Ian M. Harrison

Ian M. Harrison has a B.S. degree in Wildlife Biology from St. Cloud State University and meets the one-year of supervised employment. Ian is approved to take the examination. Upon successful completion of the examination, the candidate may be approved for registration.

Motion: Lynn Moore
Seconded: Neile Reider
MSC

Amber R. Kleinjan

Amber R. Kleinjan has a B.S. degree in Food Science from University of Minnesota – Twin Cities and meets the one-year of supervised employment. Amber is approved to take the examination. Upon successful completion of the examination, the candidate may be approved for registration.

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Motion: Lynn Moore
Seconded: Nikki Coler
MSC

Candidates Applying for Reciprocity

Leah M. Larson

Leah M. Larson has a B.S. degree in Geography from University of Minnesota – Twin Cities and meets the of the one-year supervised employment. The candidate is approved for registration.

Motion: Lynn Moore
Seconded: Neile Reider
MSC
Duane abstained

Kiersten A. Tosch

Kiersten A. Tosch has a B.S. degree in Health Promotion and Wellness from University of Wisconsin – Stevens Point and meets the of the one-year supervised employment. The candidate is approved for registration.

Motion: Neile Reider
Seconded: Raymond Starin
MSC

Andrew W. Wojtowicz

Andres W. Wojtowicz has a B.S. degree in Environmental Public Health from University of Wisconsin – Eau Claire and meets the of the one-year supervised employment. The candidate is approved for registration.

Motion: Raymond Starin
Seconded: Neile Reider
MSC

New Business

Advisory Council Member Teams Set to Expire on January 6, 2023

- Jim reminded the Council that 2 advisory council member terms were set to expire on January 6, 2023 and ask them to notify MDH of their intention to continue or discontinue their participation on the Council.

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Rule Language Discussion

- Linda Prail stated that she had not received any additional comments regarding the rule revision from the Council.
- Linda then informed the Council that she would finish the State of Need and Reasonableness (SONAR) and then send the revisions onto Nick Anderson, MDH Legal Unit for his review. After Nick's review the language would then move into the adoption process.

Other Issues

No additional items at this time.

Next meeting

The next meeting is scheduled for December 8, 2022 and will be held remotely.

A motion was made to adjourn.

Motion: Charles Dierker

Seconded: Neile Reider

MSC

Minnesota Department of Health

EH-FPLS

651-201-4500

www.health.state.mn.us

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