

Arkansas Board of Health Education Board Meeting

7/17/13

10:00am- 11:00am

Present: Kim Miller, Carrie Poston, Alison Rose

Excused Absence: Rosemary Alcon, Amanda Harvey

Guest: Robert Brech, Chief Financial Officer, Arkansas Department of Health

Consolidation with ADH:

- ABHE is one of a few other small boards and commissions that ADH agreed to subsume
- Program activities and structure of the Board are not expected to change
- Carrie's office will be the ADH oversight group for the Board and has received information about specific cost center and information on purchasing processes
- Mr. Brech is available for questions and concerns (Robert.Brech@arkansas.gov or 501.661.2297)
- Annual audit for ABHE will not be conducted; rather, ADH will participate in audit for all funds they manage
- Carrie will visit with Rachel Odom at ADH to determine if we can link ABHE web site to ADH's. It is likely that we can maintain our web site.
- Could transition PO box to an ADH slot number when our prepaid status ends.

Review of minutes from previous meeting:

- Reviewed; Alison moved for approval, Carrie seconded; a vote was cast via email, the minutes were accepted without changes

Treasurer's report:

- Carrie distributed report for Jul 1, 2012-June 30, 2013
- Ending cash balance \$4,648.68

Closing book:

- Carrie and Martha Bennett from ADH completed the closing book for the ending fiscal year
- Martha will submit appropriate paperwork to DFA by this Friday
- Carrie will make a copy of paperwork for our Board records

Meeting dates:

- Continue to meet at UAMS in coming year due to availability of video conferencing technology
- Continue to meet third Wednesdays during mid-morning, as these meetings have been well attended this year
- October 16, 2013 and (2014) January 15, April 16, and July 16; vote take via email and approved by all board members
- Approved dates will be added to public calendar (Kim)

Provisional certification request

- Reviewed one application for provisional certification
- Alison moved to extend provisional certification for 18 months; Carrie second; vote cast via email and approved by all board members.

Vacant board position:

- Governor's Office is seeking a non-CHES individual to fill our vacant slot

New CHES notification

- Kim obtained list from NCHEC
- Kim sent emails to all newly certified CHES and CHES who have not previously registered with the Board
- 149 CHES in AR per NCHEC
 - o 89 CHES are registered with ABHE
 - o 2 current and 1 pending provisional certifications are also registered with ABHE

Updates to Legislation and Rules & Regs

- Carrie will check to see if ADH attorneys can assist
- Alison will bring suggested changes to October meeting