

Arkansas Board of Health Education

January 15, 2014

Minutes

- I. Welcome and commencement of meeting by Kim Miller
 - a. Board members present- Kim Miller (Chair), Amanda Harvey (Secretary), Becky Hall, Sabra Miller, Carrie Poston (Treasurer)
 - b. Regrets- Alison Rose
 - c. Absent- Rosemary Alcon

- II. Approval of Minutes from Previous Meeting
 - a. Motion to approve- Kim Miller
 - b. Second- Carrie Poston

- III. Treasurer's Report
 - a. Carrie Poston reported a balance of \$4,887.68
 - b. Martha Bennett, Controller at ADH, reported to Carrie that our bookkeeping is accurate and end of year reconciliations for 2013 are being completed.

- IV. Old Business:
 - a. Rules and Regulations
 - b. Updating Legislation and Rules and Regulations- Elizabeth Pitman, Deputy General Council for Arkansas Department of Health
 - a. Legislation- Recommendation to change legislation before rules and regulations
 - b. Begin process now, in order to present changes to the 2015 Legislative session
 - c. Document must be reformatted in order to distinguish between additions (underline) and deletions (strike-through)
 - d. Ms. Pitman and Alison Rose will work together to create a final draft of proposed changes to legislation
 - c. Proposed changes to the legislation and rules and regulations will be posted on the ABHE website for public viewing. Eventually, the ABHE webpage will be moved to the Arkansas Department of Health website.

- V. New Business
 - a. New CHES registrants- Emails have been sent to new CHES to remind them to register with the ABHE.
 - b. 90 CHES/MCHES registered with Board. 146 CHES/MCHES in Arkansas, according to NCHEC
 - c. Code of Ethics- Included within the Rules and Regulations. Any changes to the Code of Ethics must be included in the Rules and Regulations changes.
 - d. Complaint form- Tabled until April 16, 2014
 - e. Hearing Procedures- Tabled until April 16, 2014

- VI. Upcoming Meeting dates:

April 16, 2014
July 16, 2014

Motion to Adjourn- Becky Hall; Second- Sabra Miller