



Health Licensing Office
Environmental Health Registration Board



April 7, 2015
700 Summer St. NE, Suite 320
Salem, Oregon

MINUTES

**MEMBERS PRESENT VIA
TELECONFERENCE**

Jeff Freund, Chair
Holly Skogley, Vice Chair
Frank Brown
Caroline Gross-Regan
Norman Marsh
Jonathan Schott

STAFF PRESENT

Holly Mercer, Director
Sylvie Donaldson, Fiscal Services and Licensing Manager
Anne Thompson, Policy Analyst
Sarah Kelber, Communications Coordinator
Maria Gutierrez, Board Specialist

Call to order

Jeff Freund called the meeting of the Environmental Health Registration Board to order at 10 a.m. Roll was called.

Items for board action

◆ **Approval of agenda**

Holly Skogley made a motion, with a second by Caroline Gross-Regan, to approve the agenda. Motion passed unanimously.

◆ **Vote to open the rulemaking process and approve rulemaking schedule**

Director Holly Mercer asked the Board if they had any changes or suggestions regarding the proposed administrative rule, which adds language to the section regarding qualifications around the registration of waste water specialists. It allows the Board discretion to approve qualified work experience from trainees who have been registered for at least two years.

Jeff Freund asked when the rule would go into effect. Mercer told him that if the Board votes to adopt the rule permanently at the next Board meeting, which is scheduled for June 26, 2015, it would take effect on July 1, 2015. Mercer and Sylvie Donaldson, Fiscal Services and Licensing Manager, explained that the rule language was just proposed, and that the language may be clarified after the Board gets comments from the public.

Norman Marsh, with a second by Holly Skogley, moved to enter rulemaking and approve the rulemaking schedule.

The meeting adjourned at 10:11 a.m.

Minutes prepared by: Anne Thompson, Policy Analyst