

JUNE 4, 2025 BOARD MEETING
OPEN SESSION MINUTES

Meeting Held via Google Meet

Board Members Present:

Sherry Williams, Board Chair, Department of Health
Tonisha Melvin, Board Secretary, Consumer Member
Naomi Howell, Department of the Environment Member
Mia Lowery, Local Government
Sarath Seneviratne, At Large
Bonnie Harbin, At Large
Esther Peter, Consumer Member

Board Members Absent:

Kevin Barnaba, Private Industry

Staff and Visitors:

Katherine Cummings, Board Counsel
Donna Zickefoose, Administrator I
Leslie Johnson, Administrative Officer
Lillian Reese, Legislative Coordinator
Zakiyyah Holms, MDH
Leigh Broderick

CALL TO ORDER

The meeting was called to order at 9:09 A.M. by Sherry Williams, Board Chair. Board Chair announced there is no Administrative Session for this meeting and thanked all for being flexible to meet an hour earlier for the Board to meet quorum.

AGENDA Naomi Howell made a motion to adopt the agenda as submitted. Sarath Seneviratne provided a 2nd to the Motion. Motion passed. 7 in favor, 0 opposed, 0 abstained.

ITEM 1 **Review of the Prior Meeting Open Session Meeting Minutes**

1(a). The April 2, 2025 Open Session Meeting Minutes were reviewed. Mia Lowery made a motion to adopt the Minutes as submitted. Naomi Howell provided a 2nd to the motion. Motion passed. 6 in favor, 0 opposed, 1 abstained. Tonisha Melvin abstained she was not at the April 2, 2025 meeting.

ITEM 2 **Board Chair Report**

Sherry Williams

2(a). Marie Savage, Dietetic Practice Board, sent thank you cards to the Boards and Board staff from Marcie Mellow, Jim's wife, for the condolences, flowers, etc. received.

2(b). The Board has a possible candidate to fill the Executive Director's position. The candidate will provide the Board with the decision by Friday.

2(c). Vote on Sunset Bill – Sunset in 2027. A Bill has been drafted to extend the Board's Sunset date to 2032. Mia Lowery made a motion to extend the sunset through 2032. Naomi Howell provided a 2nd to the motion. Motion passed. 7 in favor, 0 opposed, 0 abstained.

2(d). Vote on Criminal History and Background Checks Bill. The Department of Legislative Services (DLS) has recommended that all Boards begin requiring Criminal History Record Checks (CHRC) and Rap Back for licensure (Record of Arrest and Prosecution Back.)

**MINUTES FROM THE OPEN SESSION
JUNE 4, 2025 BOARD MEETING**

Mia Lowery made a motion in favor of requiring CHRCs and Rap Back. Naomi Howell provided a 2nd to the motion. Motion passed. 7 in favor, 0 opposed, 0 abstained.

ITEM 3 Legislative/Regulations Committee

3(a). Draft Regulations for Apprenticeship Programs. The Draft was reviewed. Naomi Howell voted in favor of the draft regulations. Tonisha Melvin provided a 2nd to the motion. Motion passed. 7 in favor, 0 opposed, 0 abstained.

ITEM 4 Executive Director Report

None.

ITEM 5 Credentialing

5(a). 279 total renewal notices were sent out via email for the odd birth year.

5(b). Request for In-Training Certificate Extension. Letters were received from Kaitlyn Smith and her supervisor, Amy Parrish, requesting an extension of the In-Training Certificate. Bonnie Harbin made a motion to extend the In-Training Certificate for a one-time 6-month extension. Naomi Howell provided a 2nd to the motion. Motion passed. 7 in favor, 0 opposed, 0 abstained.

ITEM 6 Work Force Work Group Naomi Howell, Bonnie Harbin and Mia Lowery

6(a). The apprenticeship program will bring in new people to the profession. There are 8 applicants to date. On July 1, 2025 Bonnie Harbin will attend a career summit on behalf of the profession; Naomi Howell will assist if needed. On July 7, 2025, the apprenticeship program begins.

ITEM 7 Continuing Education Bonnie Harbin and Mia Lowery

7(a). MOSH Training – Safety in and around work sites. This training was reviewed by the Board. Naomi Howell voted in favor of this training being included as Board-approved continuing education. Bonnie Harbin provided a 2nd to the motion. Motion passed. 7 in favor, 0 opposed, 0 abstained.

7(b). Laboratory Safety – This training was reviewed by the Board. Bonnie Harbin voted against this training being included as Board-approved continuing education. Naomi Howell provided a 2nd to the motion. Motion passed. 7 in favor, 0 opposed, 0 abstained.

ITEM 8 Statistics from the licensing database and Exam Information:

8(a).

1. Active Seasonal Certificates – 19
 2. Active Licensed Environmental Health Specialists - 519
 3. Active In-Training Certificates – 83
 4. Active Certificate of Eligibility Certificates – 195
- 8(b).** Number of Exam passing scores since the April 2, 2025 meeting - 10
- 8(c).** Number of failing scores since the April 2, 2025 meeting - 2
- 8(d).** Initial Licenses Issued (10)
1. Katie Outten
 2. Pamela Benitez
 3. Sitola Bard
 4. Tsion Kidanie

**MINUTES FROM THE OPEN SESSION
JUNE 4, 2025 BOARD MEETING**

5. Tara West

6. Kareem Robinson

7. John Sollenberger

8. Alexandra Carton

9. Nacy Le

10. Victoria Teuchtler

8(e). License Reactivation (1)

1. Katherine Lamb

8(f). Certificates of Eligibility Issued (18)

1. Margaret Blackledge

2. Jacob Irwin

3. Chelsea Anderson

4. Peiri Dade

5. Junlan Chen

6. Evan Griffin

7. Jerri Perry

8. Anteneh Gamo

9. Kimeal Parham

10. Alec Marschke

11. Kacie Orgera

12. Rennae Anderson

13. Sarah Sprouse

14. Ashley Evans

15. Karen Martin

16. Nicholas Hyslop

17. Moriah Manyko-Winch

18. Alexandra Taylor

8(g). In-Training Certificates Issued (4)

1. Heather Helwig

2. Jacob Irwin

3. Alanna Swain-Jarrett

4. Nicholas Hislop

8(h). Seasonal/Summer/Youth Camp In-Training Certificates (0)

Naomi Howell made a motion to adjourn the Open Session. Mia Lowery provided a 2nd to the motion. Motion passed. Vote 7 in favor, 0 opposed, 0 abstained

Meeting adjourned 10:10 a.m.



Sherry Williams,
Board Chair

DATE: August 6, 2025