

MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING
MINUTES: October 24, 2002

Welcome and Call to Order: The meeting was called to order by the Council chair, Maura J. Rossman, M.D., at 1:05 p.m., at the Greenwood Office – Baltimore County, Board Room A. 10-24-02

Introductions: All present were invited to introduce themselves.

Minutes: The minutes of the Executive Board Meeting of September 18, 2002, were approved as distributed.

Treasurer's Report: Betsy Gallun. The report, reflecting a balance of \$13,175.28, as of October 24, 2002, was accepted.

Maryland Healthy Schools Coalition Report: No report.

OLD BUSINESS:

Physical Education Committee Chair – vacancy.

Staff Wellness Committee Chair: Karen Heinrich, from Baltimore County Public Schools, Employee Wellness, was introduced; she attended the meeting to consider accepting this responsibility.

Maryland Council of Public Health Nursing Directors Representative to MSSHC Ex. Bd.: Judith Covich, from Montgomery County, was introduced; she and Dianna Davis, from Carroll County, will share that position.

Web Site Update – It's Live!: Our new web site is www.marylandstateschoolhealthcouncil.org. We are asked to work with the web site and report back on usability.

Backpack Safety Fact Sheet: A one-page fact sheet has been prepared and will be available on our web site. (Susan Kelly, Chair of our School Environment Committee, will review the Environmental Fact Sheets prepared by the Council Committee some years earlier covering various subjects, so that additional fact sheets can be added to our web site.)

Maryland Chapter of American Academy of Pediatrics: Lani Wheeler, M.D., from Anne Arundel County, will be the representative to the MSSHC Executive Board, in place of Gordon Mella, M.D.

Joint Health Officers / Superintendents Meeting: Maura Rossman replied to Carol Garvey, President of MACHO and Montgomery County Health Officer, concerning plans discussed during our October Executive Board meeting, stating that MSSHC would be a mediator or conduit for such a meeting. Philip Benzil suggested that he could encourage this process with Dr. Grasmick and that we should try to make it known to the new Governor (elected Nov.5).

NEW BUSINESS:

Agenda and Invitation List for Regional Meeting November 21, 2002: Our first Regional Meeting will be held in the Western Maryland Region on Thursday, November 21, 2002, 11 a.m. – 3 p.m.; lunch will be provided. The meeting place will be in Frederick County; specific location information will be

sent along with the announcement. Those invited will include Health Officers, Superintendents, School Board Presidents (or Chairpersons), and Local School Health Councils serving the counties in that Region. The Agenda will include: Needs of the Region, Overview of Council structure for the Regions, and Lunch. We will limit our agenda for the Executive Board Meeting. We will be electing a Second Vice Chair for the Council.

The Johns Hopkins Center for Excellence in Community Environmental Health Practice:

Information concerning the Core Components, Benefits, Faculty, and Three-Year Work Plan and Schedule of Activities was received from Beth Resnick, Center Associate Director; the packet is filed with these minutes. \$30,000 from EPA will be used for this statewide effort.

Eric Fine suggested that MSSHC ask Al Abend from MSDE to review it. Maura Rossman asked that we review the information in the handout and contact her with ideas, and that we come back to Council for discussion.

Nominating Committee Chair – Election of Second Vice Chair: It was agreed that Joan Stine be contacted to chair the committee. Philip Benzil and Eric Fine volunteered to serve on the committee.

Coordinated School Health Programs Grant: In connection with Vicki Taliaferro, Maura Rossman sent a letter to CDC concerning a statewide grant: she will send us a copy of the letter.

Mailing Lists: Eric Fine suggested that the updated disc be given to Michele Prumo. We need to determine who will keep the list updated.

COMMITTEE REPORTS:

1. Family & Community Partners. Maria Schaeffer, Chair. (No report.)

2. Food and Nutrition Programs. Ellen Green, Chair.

Ellen Green and Betsy Gallun attended The Healthy Schools Summit on October 7-8, 2002, held as a direct result of the Surgeon General's Call to Action 2001 to Prevent and Decrease Overweight and Obesity. Copies of information shared at the summit were distributed; it can also be downloaded from www.actionforhealthykids.com. Maryland's Action for Healthy Kids Commitment to Change Team decided on three Actions: two for Nutrition and one for Physical Activity. The American Dairy Council will award \$20,000 for each state to implement actions. At the next meeting in November, it will be decided if the team will be a subcommittee of Maryland's Health Team or will use another format for representation (model).

Kick-off meeting for Team Nutrition Grant 2002-2004: Discussed Maryland Toolkit development and timeline and the design for CSHP workshops for 2003. Covered training programs for school administrators to develop nutrition and physical activity policies. MSSHC partners are Betsy Gallun; Dena Love, MD Assoc. of Elem. School Principals; and Steve Grudis, MD Assoc. of Sec. School Principals, and Vicki Taliaferro. (Maura Rossman said that the Coalition is working on collaboration of nutrition and activity.)

3. Health Education. Barbara Sullivan, Chair.

The funding for the State Collaborative on Student Assessment-Health Education Assessment Project (SCASS-HEAP) did not move forward last year; although some counties were willing to provide over half of the monies, the goal was not met. This continues to be a need and a difficult one to coordinate funding. Once again, it is requested that funding be made available for the purchase of this National Test Bank and participation in the Collaborative. This will assist local and state health education offices to effectively and efficiently develop assessments. Can DHMH and MSDE collaboratively address this funding issue and provide possible funding avenues?

There is growing concern over the supervision of health education in some school systems in Maryland. Over the last few years, there has been a large turnover in supervisors; in several of the smaller jurisdictions non-certified staff are supervision the program, and these educators need increased program assistance and training in the field. In addition, Prince Georges County has deleted the Health Education Supervisor's position from the organization; currently the supervisor is continuing his supervisory duties in a position within the Safe and Drug-Free Schools program. On the other end of the spectrum, we are happy to report that Baltimore City and Baltimore County have increased their health education supervisory staff.

Several members of the SHIP conference committee are working on a health education track, which, it is hoped, would be approved for MSDE credit. The title is Educating for Health Promotion and would be a 2-credit course (30 hours). Its audience could include school health councils or teams, community partners, and/or teachers.

Health Education is included in the MSDE plans for the development of a voluntary statewide curriculum.

4. Health Services. Vicki Taliaferro, Chair. (No report.)

5. Local School Health Councils. Mary Keene, Chair. (No report.)

6. Physical Education. (Chair to be appointed.)

7. Program. Michele Prumo, Chair.

The MSSHC 2002 Annual Fall Conference will be held December 12, 2002, at Turf Valley Resort & Conference center, Ellicott City MD. The focus is "Leave No Child Behind: Impact on Health and Student Achievement." James Garbarino, Ph.D., will be the Keynote Speaker and will also deliver the Luncheon Address. The 3,000 brochures are now at the printer; the color of the folder had to be changed to lemon yellow. We should receive them about November 4; registrations are due by November 22. If there are questions, contact Michele Prumo at mprumo@bcps.org.

8. Public Affairs / Awards. Eric M. Fine, M.D., Chair

Packets containing nomination forms, instructions, and updated list of previous winners were distributed. Packets will also be mailed out. Awards will be presented at the evening Banquet on December 12, 2002, as part of our Fall Conference.

9. School Environment. Susan Kelly, Chair.

Susan Kelly will be working on the Fact Sheets.

10. Staff Wellness. Karen Heinrich, Chair.

We welcome Karen as the new chair of this committee.

11. Student Services. Louise Fink, Chair. (No report.)

12. Nominating. (New committee is being formed. See NEW BUSINESS.)

Susan Kelly announced that the Harford County School Health Council was pleased to have Betsy Gallun present the "Fish Philosophy" at their meeting in Bel Air on September 18, 2002. "Fish" is an approach to work which emphasizes four philosophies: "Play", "Make their day", "Be there", and "Choose your attitude".

The meeting was adjourned by the Chair.

Attendance 10-24-02:

Maura Rossman	Phil Benzil	James E. Bowes	Eileen Spangler
Sharon Doughty	Louise Fink	Dena Love	Penny Bramlett
Mardel E. Knight	Betsy Gallun	Karen Heinrich	Susan Kelly
Teresa M. Albright	Eric M. Fine, M.D.	Diane W. Gordy	Liz Crosby
Ellen Green	Barbara Sullivan	Michele Prumo	Judith Covich

Respectfully submitted,

Teresa M. Albright

Teresa M. Albright, B.S., M.Ed., Secretary

MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING

ATTENDANCE: Date: October 24, 2002

~~ATTENDANCE~~

Please print!

NAME

ORGANIZATION

<u>NAME</u>	<u>ORGANIZATION</u>
Maura Rossman	BEHD
Paul Beugel	MABE
JAMES E. BOWES	FRED Co. H.D.
Eileen Springer	" " "
Sharon Doughty	Prince George's Co. H.D.
Soni & Fink	Baltimore City Schools
Dena S. Love	Maryland Assoc. of Elem. Prin.
PENNY BRAMLETT	Carroll County Health Dept.
MARDEL E. KNIGHT	MD DEPT. OF THE ENVIR.
Betsy Gallun	INSIDE
Karen Heinrich	BCPS Employee Wellness
SUSAN KELLY	MD CONF. OF LOCAL ENVIR. HEALTH DIRECTOR
TERESA M. ALBRIGHT	MSTA
ERIC M FINE, MD	MED-CHI
Diane W. Gordy	DHR
Liz Crosby	Maryland PTA
Ellen Green	MSDE
BARBARA Sullivan	BALTO Co. P.S.
Michele Russo	BALTO Co. P.S.
Judith Corsich Judith Corsich	Montgomery MD PH Nursing Directors

Please print!

MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING
MINUTES: September 18, 2002

9-18-02

WELCOME AND CALL TO ORDER: The meeting was called to order by the Council Chair, Maura J. Rossman, M.D., at 1:15 p.m., at the Greenwood Office – Baltimore County Public Schools, Board Room A.

INTRODUCTIONS: All present were welcomed and invited to introduce themselves.

MINUTES: The minutes of the Executive Board Meeting of June 19, 2002, were approved as distributed.

TREASURER'S REPORT: Betsy Gallun. The report, reflecting a balance of \$13,175.28, as of September 18, 2002, was accepted. (We have received all of our checks.)

Maryland Healthy Schools Coalition Report: No report.

OLD BUSINESS:

Physical Education Committee Chair – vacancy.

Staff Wellness Committee Chair - vacancy.

Maryland Council of Public Health Nursing Directors – vacancy (Executive Board).

School Health Interdisciplinary Program 2002 Report: The second annual SHIP was held July 29 – August 3, 2002, at Turf Valley Resort & Conference Center, Ellicott City, MD. The program was well done and was held in a good location.

Web Site Update: Using the large screen, Chair Maura Rossman, displayed the proposed web site information for marylandstateschoolhealthcouncil.org. Format and types of information provided were discussed. Maura Rossman will email the site information to us and set a date to work on it; perhaps an ad hoc committee will be appointed.

Executive Board Meeting Schedule: A revised schedule includes:

October 24, 2002, Thursday, at Greenwood, 1 – 3 p.m.

November 21, 2002, Thursday, at Frederick (W.MD Reg. Mtg.) 11 a.m.–3 p.m. (Lunch will be provided.)
(No Executive Board Meeting in December. All-day Fall Conference is December 12, 2002.)

January 15, 2003, Wednesday, at Greenwood, 1 – 3 p.m.

February 20, 2003, Thursday, at P.G. Co. (S.MD Reg. Mtg.) 11 a.m. – 3 p.m. (Lunch will be provided.)

March 19, 2003, Wednesday, at Greenwood 1 – 3 p.m.

Backpack Safety: Michele Prumo distributed draft copies of “Backpack Safety” which is proposed for use in Baltimore County Public Schools. A copy is filed with these minutes. Information of this type could be useful on our web site; comments are invited.

NEW BUSINESS:

Joint Health Officers / Superintendents Meeting: Plans are being made; some considerations include:

An agenda of school-related issues,
History of HO / S meetings,
Types of issues?,
Should MSSHC be in this position?,
MSSHC recommending, in an advisory role, and facilitating,
Helpful role of County Executives in each locality,
Our goals for next year;,
Data that drives work in schools appears to be all academically related,
Focus our energy on work after the elections,
Let Health Officers and Superintendents work out their own issues,
Restate our advisory role,
In the last three years, there seems to be an increased awareness regarding health issues,
Let the Local School Health Councils work on these.

The Chair will contact Carol Garvey (Chair, MD Health Officers) and Cheryl DePinto (DHMH), concerning the interest they expressed.

Goals and Objectives for 2002 – 2003:

1. Have web site up and running; keep it current.
2. Advertise the web site.
3. Advertise Fall Conference to make it successful.
4. Strengthen Regional activities.
5. Retain our own Spring Meeting with the General Body.
6. Support the Local School Health Councils.

Other Items:

Dental Coverage: Robert Jones, DDS, expressed concern about dental coverage in Maryland and brought the Michigan Model to our attention. The Chair encouraged him to draft a letter and bring it to our Executive Board meeting.

Nominating Committee Meeting will be held October 24, 2002, Thursday, (same day as our meeting).

Maryland Association of School Health Nurses: The Fall Conference "Leading to Succeed" will be October 18, 2002, at the Sheraton Columbia Hotel & Conference Center, Columbia, MD. Brochures were distributed; one is filed with these Minutes. MSSHN will be celebrating 100 years of school nursing. Marge Hoffmaster will be honored as "School Nurse Administrator of the Year".

COMMITTEE REPORTS:

1. Family & Community Partners. Maria Schaeffer, Chair. (No report.)

2. Food and Nutrition Programs. Ellen Green, Chair.

MSDE's School and Community Nutrition Programs Branch received a \$155,441 grant from USDA for 2002 Team Nutrition Grant; copies of News Release was distributed, and one is filed with these minutes. The two-year grant funds will be used to develop "Maryland Tool Kit" lessons and resources about nutrition and physical activity for secondary school students.

On October 15, 2002, there will be a National School Lunch Week Celebration at Sligo Creek Elementary School in Montgomery County. Eric Post, Undersecretary of Agriculture, USDA, will be presenting greetings from USDA at the lunch meal service and at recess time, stressing the importance of nutrition and physical activity. MSDE's SCNP Branch will present an interactive assembly event, along with USDA's mascot, Power Panther. Media will be present.

August 12, 2002 - Food and Nutrition Service Supervisors requested a physician speaker on Childhood Obesity at their Annual Administrative Meeting. Dr. Katherine Farrell, Medical Health Officer, Anne Arundel County, provided a presentation entitled "Epidemic of Childhood Obesity".

Childhood Obesity is a continuing concern. Montgomery County is implementing a local school system-wide policy on controlled nutritional content of foods served.

Legislative issues: Starting in 2004, Los Angeles, California, is banning sodas in middle and elementary schools. Other states may be following their lead. USDA may be developing a regulation to support further restrictions at the state level.

3. Health Education. Barbara Sullivan, Chair. (No report.)

4. Health Services. Vicki Taliaferro, Chair. (No report.)

5. Local School Health Councils. Mary Keene, Chair. (No report.)

6. Physical Education. (Chair to be appointed.)

7. Program. Michele Prumo, Chair.

The MSSHC 2002 Annual Fall Conference will be held December 12, 2002, at Turf Valley Resort & Conference Center, Ellicott City MD. The focus is "Leave No Child Behind: Impact on Health and Student Achievement".

The following were discussed:

A mock-up program was distributed; color will be neon green (consensus).

A working draft describing the workshops was distributed.

Per person fees for Conference registration and meals should be based on all costs, including guests.

Per person projections at this time, based on 250 attendees, are: \$120 (everything), \$35. (dinner), \$80-\$85 (Conference only).

Suggestion: Forego tote bags.

MSSHC will provide folders, AV equipment, nametags and copying.

Check terminology concerning accessibility.

Scholarships will be offered to PTA: One representative from each jurisdiction to be the guests of MSSHC (consensus).

James Garbarino, Ph.D., will be the Keynote Speaker; his bio information is filed with these minutes.

Other presenters need to pay for the Banquet if they want to attend it.

By the next Council, people will be assigned to bring AV equipment.

MSSHC will pay for dinners for Council Award Winners plus one guest each.

Represented agencies are encouraged to support the Conference.

A press release will be prepared by Eric Fine (Public Relations Committee).

8. Public Relations / Awards. Eric M. Fine, M.D., Chair.

A mailing is being prepared to invite nominations for awards.

9. School Environment. Susan Kelly, Chair. (No report.)

10. Staff Wellness. (Chair to be appointed.)

11. Student Services. Louise Fink, Chair. (No report.)

12. Nominating. (Chair to be appointed.)

The Chair adjourned the meeting at 3:15 p.m.

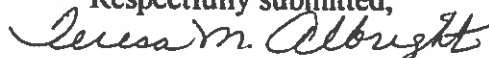
Attendance 9-18-02:

Teresa M. Albright
Joan Stine
Marge Hoffmaster
Bob Jones
Eileen Spangler
Marsha Freed

Michele Prumo
Ellen Green
Louise Fink
Barb Sullivan
Helen Monk
Eric M. Fine

Deborah Frye
Penny Bramlett
Donna Behrens
Many Keene
Sharon Doughty
Mardel Knight

Respectfully submitted,



Teresa M. Albright, B.S., M.Ed., Secretary

MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING

P.1 of 3

ATTENDANCE: Date: September 18, 2002

NAME

ORGANIZATION

TERESA M. ALBRIGHT

MSTA

Michelle Polumò

BCPS

Deborah Frye

FCHDSH/MNA

JOAN STINE

PHMH

ELLEN GREEN

MSSHHC

PENNY BRAMLETT

CCHD

MARGE HOFFMASTER

CCPS

Louise Fink

BCPSS

Donna Behrens

OCYF

Bob Jones

Md St. Dental Assn.

BARB SULLIVAN

BCPS

MARY KEENE

Maryland Association of
Counseling and Development

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SIGN IN

9-18-02

(Eileen Spangler)

Eileen Spangler - Frederick County Health Dept

Helen Monk " " Public Schools

Sharon Dougaty - Prince George's Co. MD

~~Mary Keene~~ ~~Baltimore County~~ - See page 1

Marsha Freed MASHN

ERIC M FINE MED-CHI

MARDEL KNIGHTS MD DEPT. of the ENVIR.

MARYLAND STATE SCHOOL HEALTH COUNCIL BUDGET						
DATE	PURCHASE	EXPENSE	VENDOR	DEPOSIT	BALANCE	NOTE:
12/31/01					\$10,540.91	
1/10/02	Speaker	\$537.83	Lawrence R. Fishel		\$10,003.08	Fall Conference 200
2/26/02				\$5,000.00	\$15,003.08	From DHMH
3/4/02	Balt Co. teens	\$500.00	cash/Eric		\$14,503.08	For Eric's grant
4/1/02				\$3,500.00	\$18,003.08	From OCYF
4/1/02	Balt. Co. Focus Gro	\$1,000.00	cash/Amber		\$17,003.08	For Eric's grant
4/22/02				\$10,000.00	\$27,003.08	MSDE
4/22/02	Balt. Co. Focus Gro	\$500.00	cash/Amber		\$26,503.08	For Eric's grant
4/29/02	Balt. Co. Focus Gro	\$500.00	cash/Amber		\$26,003.08	For Eric's Grant
6/5/02	Conference Deposit	\$2,700.00	Turf Valley Resort		\$23,303.08	Fall SHC Conferenc
6/17/02	Deposit			\$100.00	\$23,403.08	Balt. City, Spring Cc
6/17/02	Balt. Co. Teens	\$960.00	Pasadena Signs		\$22,443.08	For Eric's grant/ck#
6/17/02	Balt. Co. Teens	\$310.00	Kenwood H.S.		\$22,133.08	For Eric's Grant/ck#
6/18/02	Balt. Co. teens	\$407.80	Heroes, Inc		\$21,725.28	For Eric's grant/ck#
6/18/02	Speaker	\$7,500.00	James Gabarino		\$14,225.28	Fall SHC Conferenc
6/25/02	CSHP reception	\$1,050.00	Wisp resort		\$13,175.28	CSHP Training at V

MARYLAND STATE SCHOOL HEALTH COUNCIL
MEETING OF THE GENERAL BODY
MINUTES: August 1, 2002

8-1-02

Welcome and Call to Order: The meeting was called to order by Council Chair, Maura Rossman, M.D., at 12:00 noon, at the Turf Valley Resort & Conference Center, Ellicott City, MD (site of The Second Annual School Health Interdisciplinary Program).

The Chair provided an overview of the Council Vision and Mission. A Budget Narrative for FY 2002 – 2003 was included in the meeting packet.

General Body Membership Update: Included in the meeting packet is a listing of all members of MSSHC.

Minutes: The Minutes of the General Body Meeting of December 14, 2002, were accepted as distributed.

Treasurer's Report: Betsy Gallun. The report, showing a balance of \$12,774.22, was accepted.

Maryland Healthy Schools Coalition Report: (No report.)

Old Business:

Physical Education Committee Chair – vacancy.

Staff Wellness Committee Chair – Vacancy.

Fall Conference Update: The MSSHC Fall Conference 2002 will be held on December 12, 2002, at the Turf Valley Resort & Conference Center. The focus will be "Leave No Child Behind"; James Garbarino, Ph.D., will be the keynote speaker.

Web Site Update: Included in the meeting packet is information about the development of our new web site, marylandstateschoolhealthcouncil.org. In addition to information about the Council, one-page fact sheets addressing various health issues will be included. Lynne Weise will assist.

New Business:

Executive Board Meeting Schedule for 2002 – 2003:

Meeting locations will include Greenwood and other sites. We will be visiting three of the new Regions next year; the Superintendents and Health Officers from those areas will be invited to attend. Information will be on the Council web site.

Committee Reports:

1. Family and Community Partners. Maria Schaeffer, Chair. (No report)

2. Food & Nutrition Programs. Ellen Green, Chair. (No report)

3. Health Education. Barbara Sullivan, Chair. (No report)

4. Health Services. Vicki Taliaferro, Chair. (Donna Mazyck reporting)

Committee work on the State School Health Services Guidelines includes:

Finalizing Asthma Management Guideline.

Working on A Model Policy for Private-Duty Nurses, and

Management of Anaphylaxis in the School Setting.

Revision of the First Aid Manual.

The committee will be available to assist with writing educational fact sheets for the Council web site.

5. Local School Health Councils. Mary Keene, Chair.

A display was utilized on the opening day of the SHIP Conference; one hundred and forty-three booklets were distributed. The display will be expanded in the future.

It is suggested that we include local school health council members at our meetings.

Maura Rossman suggested that Baltimore City School Health Council be invited to Greenwood.

6. Physical Education. Chair to be appointed.

7. Program Committee. Michele Prumo, Chair. (No report)

8. Public Relations / Awards. Eric Fine, M.D., Chair.

Council members are invited to participate on the committee.

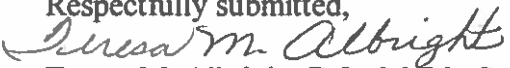
9. School Environment. Susan Kelly, Chair. (No report)

10. Staff Wellness. Chair to be appointed.

11. Student Services. Louise Fink, Chair. (No report)

12. Nominating. Chair to be appointed.

The Chair adjourned the meeting at 12:30 p.m.

Respectfully submitted,

Teresa M. Albright, B.S., M.Ed., Secretary

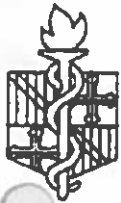
MARYLAND STATE SCHOOL HEALTH COUNCIL
GENERAL BODY MEETING

ATTENDANCE: Date: Aug. 1, 2002

Please print!

NAME	ORGANIZATION
TERESA M. ALBRIGHT	Maryland State Teachers Association
MARTORIE INNOCENT	OFFICE FOR CHILDREN, YOUTH & FAMILY
Eileen Spangler	Frederick Co School Health
Deborah Frye	MNH + " "
MARY KEENE	MARYLAND ASSOCIATION FOR COUNSELING AND DEVELOPMENT MONTGOMERY CO. SCHOOL HEALTH
JOHN LODGE	
Donna Heller	Howard County Public School System
Noema Dempsey	Cecil Co. HEALTH DEPT
JOAN STINE	DHMH
PAT BALDUCCI	HARFORD CO. Health Dept
DR. VIRA FROEHLINGER	MSDE
Donna Mazyck	MSDE
Betsy Gallun	MSDE
Cheryl DePinto	DHMH
Sherry McCammon	ACS
PAT Hauptman	MASBHC
ERIC M. FINE	MED-CH

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MARYLAND STATE SCHOOL HEALTH COUNCIL

c/o The Baltimore City Health Department – 210 Guilford Ave., School Health Program, E

an advisory council to the

Maryland State Department of Health and Mental Hygiene and the Maryland State Department of Education

Chair
Maura J. Rossman, M.D.
410-398-4452

Treasurer
Betsy Gallun, B.S., M.A.
410-787-0327

Secretary
Teresa M. Albright, B.S., M.Ed.
410-582-9572

*Joint meeting Plans
June 10, 2002*

Eric M. Fine, M.D., M.P.H.
410-887-3422

State Agency Joint Meeting June 10, 2002

Agenda

Welcome and Introductions	All
Overview of State School Health Council Report of Activities and Priorities	M. Rossman
State Agency Issues and Priorities for the Council	
Department of Health and Mental Hygiene Department of Education Office of Children, Youth and Families	G. Benjamin N. Grasmick B. Kirkland
General Discussion	All

Executive Board consists of representatives of the Maryland State Department of Education; Maryland State Department of Health and Mental Hygiene; American Academy of Pediatrics, Maryland Chapter; Medical and Surgical Faculty of Maryland; Maryland State Department of Human Resources; Maryland Association of Boards of Education; Maryland Association of County Health Officers; Public School Superintendents Association; Maryland Congress of Parents and Teachers; Maryland Nurses Association, Inc; Federation of Maryland Teachers and Public Employees; Maryland Council for American Private Education; Maryland State Dental Association; Maryland State Teachers Association; Maryland Council of Community Health Nursing Directors; Maryland Association of Elementary School Administrators; Maryland Association of Secondary School Administrators; Maryland Conference of Local Environmental Health Directors; Maryland Department of the Environment; Maryland Association of School Health Nurses; Maryland Association for Counseling and Development; Maryland Association of Pupil Personnel; Maryland School Psychologists Association; Maryland School Food Services Association; Maryland Association for Health, Physical Education, Recreation and Dance; Governor's Office of Children, Youth and Families; Maryland Healthy Schools Coalition; and the general body of the Council, which includes two representatives appointed by each of the 24 local health and education departments.



MARYLAND STATE SCHOOL HEALTH COUNCIL

c/o The Baltimore City Health Department – 210 Guilford Ave., School Health Program, Baltimore MD 21202

an advisory council to the

Maryland State Department of Health and Mental Hygiene and the Maryland State Department of Education



Chair

Maura J. Rossman, M.D.
410-396-4452

Treasurer

Betsy Gallun, B.S., M.A.
410-767-0327

Secretary

Teresa M. Albright, B.S., M.Ed.
410-582-9572

First Vice-Chair

Michèle O. Prumo, R.N., M.S.
410-887-8388

Second Vice-Chair

Mary Keene, M.S., NCC
410-887-7905

Past-Chair

Eric M. Fine, M.D., M.P.H.
410-887-3422

Report of Activities and Priorities 2002

- ❖ MSSHC Bylaws revised to facilitate development and advancement of experienced Council leadership, to improve agency participation in the Executive Board, to enhance and broaden membership, to clarify officer qualifications, and to facilitate the bylaw amendment process.
 - Officers of the Council include a Chairperson, First Vice Chairperson, Second Vice Chairperson, Secretary, and Treasurer.
 - Terms are 1 year for Chairperson, First Vice Chairperson, and Second Vice Chairperson. Terms for Secretary and Treasurer are three years.
 - Progression of officers from Second Vice Chair to First Vice Chairperson to Chairperson to ex-officio Past Chairperson
 - Designated 6 regions (Western Maryland, Baltimore Metro, Central Maryland, Southern Maryland, Upper Shore, Lower Shore) of the General Body that each elect two representatives, one health and one education, to the Council Executive Board. This effectively added twelve local agency representatives to the Board.
- ❖ Continue to support local school health councils and promote comprehensive, coordinated school health programs.
 - Provide advice and direction to all 24 jurisdictions regarding school health council development. Second Vice Chairperson is Chair of the Local School Health Councils Committee.
 - Contribute to the School Health Interdisciplinary Program, a weeklong summer in service training program.
 - Organize a one-day fall conference on a relevant and timely school health issue.
- ❖ Build a base of support for comprehensive, coordinated school health programs and outreach to other groups and organizations involved in school Health
 - Develop MSSHC website.
 - Provide speakers, materials, technical assistance for local organizations and events that support comprehensive, coordinated school health programs.
- ❖ Improve interagency coordination and increase awareness among officials regarding serious health issues affecting that interfere with academic success
 - Resume joint health officer and superintendent meeting

Executive Board consists of representatives of the Maryland State Department of Education, Maryland State Department of Health and Mental Hygiene; American Academy of Pediatrics, Maryland Chapter; Medical and Surgical Faculty of Maryland, Maryland State Department of Human Resources, Maryland Association of Boards of Education; Maryland Association of County Health Officers, Public School Superintendents Association; Maryland Congress of Parents and Teachers, Maryland Nurses Association, Inc; Federation of Maryland Teachers and Public Employees; Maryland Council for American Private Education; Maryland State Dental Association; Maryland State Teachers Association; Maryland Council of Community Health Nursing Directors; Maryland Association of Elementary School Administrators; Maryland Association of Secondary School Administrators; Maryland Conference of Local Environmental Health Directors; Maryland Department of the Environment; Maryland Association of School Health Nurses; Maryland Association for Counseling and Development; Maryland Association of Pupil Personnel; Maryland School Psychologists Association; Maryland School Food Services Association; Maryland Association for Health, Physical Education, Recreation and Dance; Governor's Office of Children, Youth and Families; Maryland Healthy Schools Coalition, and the general body of the Council, which includes two representatives appointed by each of the 24 local health and education departments.

**MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING**

MINUTES: June 19, 2002

WELCOME AND CALL TO ORDER: The meeting was called to order by the Council Chair, Maura J. Rossman, M.D., at 1:10 p.m., at the Greenwood Office – Baltimore County Board Room A. All present were welcomed and invited to introduce themselves.

6-19-02

MINUTES: The minutes of the Executive Board Meeting of May 15, 2002, were approved as distributed.

TREASURER'S REPORT: Betsy Gallun. The report, reflecting a balance of \$14,225.28, as of June 19, 2002, was accepted.

The Council Chair projected major costs involved for the guest speakers, travel display board, attendance at ASHA, Council Awards / Scholarships, MSSHC website development, printing and mailing, leaving an estimated balance of \$1,500.

(New Business Item):

Wisp Reception Proposal: Betsy Gallun presented a proposal for MSSHC to sponsor a reception at the Coordinated School Health Programs Training on Wednesday, June 26, 2002. This CSHP Training is the keynote training of local school system teams as leaders in implementing the eight-component model for CSHP; between 150 – 160 participants representing 20 of the 24 local school communities are expected to attend. Additional information is filed with these minutes.

Budget request: Reception for 150 @ \$7.00/pp = \$1,050.00. A motion was made by Cheryl DePinto, seconded by Michele Prumo, and passed, to approve proposal to hold a welcoming reception before CSHP Training at Wisp to promote the MSSHC to the local school health councils and local teams attending.

(The Program Committee report was given at this time. See: "COMMITTEE REPORTS" below.)

Maryland Healthy Schools Coalition Report. Reba Bullock, Co-chair. The Membership Meeting was held on May 17, 2002. Dr. Benjamin was represented by his Chief of Staff. The Oral Health presentation included suggestions for solutions to problems. New members are joining the Coalition.

OLD BUSINESS:

Physical Education Committee Chair – vacancy.

Staff Wellness Committee Chair - vacancy.

Maryland Council of Public Health Nursing Directors – vacancy due to the resignation of Bernadette Green.

SHIP 2002 Report: The Second Annual School Health Interdisciplinary Program will be held July 29 – August 3, 2002, at Turf Valley Resort & Conference Center, Ellicott City, MD. Program announcement and registration are available on the website: <http://csmha.umaryland.edu>.

(For information concerning the MSSHC General Body Meeting to be held August 1, 2002, during SHIP, see "COMMITTEE REPORTS: 7. Program" below.)

(Old Business, Continued)

Fall Conference 2002 will be held on December 12, 2002, at the Turf Valley Resort and Conference Center, Ellicott City, MD. (See "COMMITTEE REPORTS: 7. Program.")

Website Update: The Committee will meet July 1, 2002. The website will feature Maryland colors with the MSSHC logo. Detailed information is included in the meeting packet.

Suggestions include: 1) Have our website include links to the websites of our representative organizations, 2) Include website graphics, 3) Include dates of relevant conferences, 4) Include names of the representative professional organizations and the names of the representatives; notify the Chair re privacy, 4) Use one calendar to show our meetings and conferences and other major conferences. 5) Include reference for each of the Local School Health Councils. 6) Include a disclaimer statement. 7) Have Betsy Gallun refer to the website at SHIP 2002. and 8) Provide business cards.

Lynne Weise will update the website.

Joint Secretaries Meeting Debriefing: The meeting was held on June 10, 2002. Nancy Grasmick, Arlene Stevenson and Georges Benjamin were included. Suggestions for MSSHC included: 1) Be known to the County Executives, 2) Take on specific issues, 3) Resume the Superintendents / Health Officers Meetings, with the purpose to build collaboration and strengthen the Local School Health Councils.

Discussion of various points of focus for S/HO meetings included 1) Have regional instead of state-wide meetings, and 2) Use our "new" regions to pull people together in different meetings.

NEW BUSINESS / ANNOUNCEMENTS:

(See New Business Item, "Wisp Reception Proposal" after Treasurer's Report, above.)

2002 – 2003 Calendar and Location: It was decided to add Regional Meetings in place of some of the monthly Executive Board meetings usually held in Towson. The focus of the Regional Meetings should include local issues expressed by the Local School Health Councils in that region, and the Superintendents and Health Officers in those jurisdictions should be invited to attend.

Maura Rossman will work with Dr. Bowes to plan the October 23, 2002, meeting. A motion was made by Mardel Knight, seconded by Betsy Gallun, and passed, that MSSHC provide lunch for the 10-23-02 Regional Meeting in Frederick MD.

The schedule included in the meeting packet was amended to show the following plans:

September 18, 2002, at Towson

October 23, 2002, [Note: Fourth Wednesday]

Western MD Regional Meeting, at Frederick, 11 a.m. – 3 p.m.. includes lunch.

November 20, 2002, at Towson.

Fall Conference – December 12, 2002, at Turf Valley.

January 15, 2003, at Towson.

February 20, 2003, [Note: Thursday] Southern MD Regional Meeting, at P.G. County.

March 19, 2003, at Towson.

April 23, 2003, Upper Shore Regional Meeting (Location TBA).

May 15, 2003, [Note: Thursday] at Towson.

June 18, 2003, at Towson.

COMMITTEE REPORTS:

(MSSHHC EX.BD 6-19-02. p.3 of 3)

1. Family and Community Partners. Maria Schaeffer, Chair. (No report.)

2. Food and Nutrition Programs. Ellen Green, Chair.

Copies of the "Summer 2002 Nutrition Connection" were distributed. This publication is received by all School Food and Nutrition Service staff in Maryland. Ideas shared concerning how to properly plan menus, MMFA, nutrition websites, and School Breakfast Contest to increase participation.

MSDE trainers are working with SHIP and CSHP team members to combat obesity and promote physical activity. Judy Dzimiera is providing presentations on Weight Issues in Children, and Healthy School Nutrition Environments at these programs.

3. Health Education. Barbara Sullivan, Chair. (No report.)

4. Health Services. Vicki Taliaferro, Chair.

The following guidelines have been distributed: 1) Student with HIV/AIDS, 2) School Facilities Guide – School Health Suites, 3) Management of the Needs of Oxygen-Dependent Children, 4) CNA Guidelines – School Health, and 5) Communicable Disease Control in Schools.

5. Local School Health Councils. Mary Keene, Chair. (No report.)

6. Physical Education. (Chair to be appointed.)

7. Program. Michele Prumo, Chair.

Letters will be sent to all Local School Health Council members informing them of the business luncheon at SHIP. This will be a General Body Meeting and Luncheon on August 1, 2002, at Turf Valley. There is a cost of \$20./pp for the business luncheon only. The Conference and Keynote are advertised in the letter.

The MSSHHC Fall Conference will be held on December 12, 2002, at the Turf Valley Resort and Conference Center, Ellicott City, MD. The tentative agenda was presented and is filed with these Minutes. Dr. James Garbarino has been booked as Keynote. A deposit has been made at Turf Valley. The cost of the conference needs to be determined; to date, approximately \$10,100 has been spent For keynote, travel, and rooms. Meal price is to be determined. It is recommended that there be twenty-four reduced or waived fees—for one PTA representative from each jurisdiction.

8. Public Relations / Awards. Eric M. Fine, M.D., Chair. (No report.)

9. School Environment. Susan Kelly, Chair. (No report.)

10. Staff Wellness. (Chair to be appointed.)

11. Student Services. Louise Fink, Chair. (No report.)

12. Nominating. (Chair to be appointed.)

The Chair adjourned the meeting at 3:20 p.m.

Attendance 6-19-02:

Teresa M. Albright	Michele Prumo	Reba Bullock	Marge Hoffmaster
Betsy Gallun	Mardel Knight	Cheryl DePinto	James Bowes, M.D.
Dena Love	Vicki Taliaferro	Sharon Doughty	Ellen Green
Susan Kelly	Amy Evans	Penny Bramlett	Barbara Sullivan
Maura Rossman	Eric M. Fine, M.D.		

Respectfully submitted,

Teresa M. Albright
Teresa M. Albright, B.S., M.Ed., Secretary

**MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING**

ATTENDANCE: Date: June 19, 2002

Page 1 of 2

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Please print!

<u>NAME</u>	<u>ORGANIZATION</u>
✓ TERESA M. ALBRIGHT	MSTA
✓ Michele Prumo	BCPS
✓ Reba Bullock	MHSC
✓ Betsy Gallun	MSDE
✓ MARGEL KNIGHT	MDE
✓ Cheryl DePinto	DHMH
✓ Dena Love	MAESP
✓ Vicki Taliaferro	MSDE
✓ Sharon Doughty	PGCO HD
✓ SUSAN KELLY	MD CONF OF LOCAL ENVIR. HEALTH
✓ Amy Evans	DHR
✓ PENNY BRAMLETT	CCHD
✓ MARGE HOFFMASTERC	CARROLL COUNTY Public Schools
✓ JAMES BOWES, MD.	FRED CO. H.D.
✓ Maura Rossman	Chair MSDE
✓ ERIC M FINE, MD	Med Chi
✓ Ellen Green	MSDE
✓ BARBARA SULLIVAN	BCPS

as of June 19, 2002.

MARYLAND STATE SCHOOL HEALTH COUNCIL BUDGET						
DATE	PURCHASE	EXPENSE	VENDOR	DEPOSIT	BALANCE	NOTES
#####					\$10,540.91	
1/10/2002	Speaker	\$537.83	Lawrence R. Fishel		\$10,003.08	Fall Conference 2001
2/26/2002				\$5,000.00	\$15,003.08	From DHMH
3/4/2002	Balt Co. teens	\$500.00	cash/Eric		\$14,503.08	For Eric's grant
4/1/2002				\$3,500.00	\$18,003.08	From OCYF
4/1/2002	Balt. Co. Focus Gro	\$1,000.00	cash/Amber		\$17,003.08	For Eric's grant
4/22/2002				\$10,000.00	\$27,003.08	MSDE
4/22/2002	Balt. Co. Focus Gro	\$500.00	cash/Amber		\$26,503.08	For Eric's grant
4/29/2002	Balt. Co. Focus Gro	\$500.00	cash/Amber		\$26,003.08	For Eric's Grant
6/5/2002	Conference Deposit	\$2,700.00	Turf Valley Resort		\$23,303.08	Fall SHC Conference/ck# 262
6/17/2002	Deposit			\$100.00	\$23,403.08	Balt. City. Spring Conference
6/17/2002	Balt. Co. Teens	\$960.00	Pasadena Signs		\$22,443.08	For Eric's grant/ck# 263
6/17/2002	Balt. Co. Teens	\$310.00	Kenwood H.S.		\$22,133.08	For Eric's Grant/ck# 264
6/18/2002	Balt. Co. teens	\$407.80	Heroes, Inc		\$21,725.28	For Eric's grant/ck# 265
6/18/2002	Speaker	\$7,500.00	James Gabarino		\$14,225.28	Fall SHC Conference/ck# 266

MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING
MINUTES: May 15, 2002

5-15-02

WELCOME AND CALL TO ORDER: The meeting was called to order by the Council Chair, Maura J. Rossman, M.D., at 1:10 p.m., at the Greenwood Office – Baltimore County Public Schools, Board Room A.

MINUTES: The minutes of the Executive Board Meeting of April 17, 2002, were approved as distributed.

TREASURER'S REPORT: Betsy Gallun. The report, reflecting a balance of \$26,003.08, as of April 29, 2002, was accepted.

Maryland Healthy Schools Coalition Report: Reba Bullock, Co-chair.

The Membership Meeting will be held on May 17, 2002, 1 p.m., at the Meeting House in Columbia, MD, Thunderhill Section. The program will include information from Dr. Georges Benjamin and a speaker about dental health.

OLD BUSINESS:

Physical Education Committee Chair – vacancy.

Staff Wellness Committee Chair –vacancy. (Lynne Weise resigned due to other job responsibilities.)

School Health Interdisciplinary Program 2002 Report:

All is in place for the program, "Navigating the Future: Safe and Healthy Schools and Communities", which will be held at the Turf Valley Resort and Conference Center, 2700 Turf Valley Road, Ellicott City, MD, July 29 – August 3, 2002. Complete information is in the registration booklet.

The program for Thursday, August 1, 2002, will include "Charting the Course for Coordinated School Health Programs". During this interactive session presented by Betsy Gallun, participants will review the components of Coordinated School Health programs, explore the role of the school health council, practice using assessment tools, and embrace the "Fish" philosophy. The MSSHC-sponsored luncheon on that day will provide opportunities to join school health council members from across the state to learn of statewide activities and to share initiatives. Registration fee for the day is \$85.

INTRODUCTIONS: All present introduced themselves.

Vaccine Shortage Update:

Dr. Ed Hirshorn, DHMH, Center for Immunizations, provided a May 8, 2002, update concerning the various vaccines included in the report distributed at our April 17, 2002, Executive Board meeting. Specific information can be found at edcp.org (click "immunizations"). Health Departments are exempt from limits. He feels that there is not an issue for vaccines necessary for children to get into school and that children will be able to be immunized. Dr. Hirshorn was invited to email updates to the MSSHC Chair.

Advocacy Power Point Presentation: Barbara Sullivan.

Information was shared from the National School Health Coordinator Leadership Institute; Alan W. Cross, M.D., associated with "Leave No Child Behind", was the original presenter. Concerns include how coordinated school health programs impact learning, the purpose and results of various types of tests, marked increase in obesity in adults, need for broader-based funding, and being held accountable for the total mission. This information will be sent to Council members and to the local school health councils in Maryland.

Executive Board Membership Update:

The Maryland Association of County Health Officers alternate representative is Dr. James Bowes from Frederick County.

Backpack Issue:

In a letter to Dr. Grasmick from Wheeler R. Baker, Delegate from the 36th Legislative District, reference is made to an article in the Wall Street Journal regarding the effects of overstuffed backpacks and [the health of] children's backs. According to the article, doctors say that they are seeing a growing number of children suffering serious back pain as the result of carrying around overloaded backpacks and that doctors suggest a child's backpack should not exceed 10% of their body weight. "Backpack Safety", guidelines published by The American Academy of Pediatrics, address issues of backpack selection, proper use and helpful strategies. These three documents are in the meeting packet.

School Health Priorities List to Discuss at Secretaries Meeting June 10, 2002:

A list of priorities for 02 – 03 in the meeting packet sparked a consideration of suggestions concerning possible topics of discussion:

How school health impacts school achievement, how MSSHC provides information, resuming Joint Superintendents and Health Officers meetings, how a website can be used to update various groups of people, how to focus leadership at state level on health issues in students, how to use surveys while avoiding the construction of a Maryland-only entity, addressing the problems concerning the aging physical structures which are school environments, how we can present information at various conferences to lift up our concerns, how we can be active in supplying facilitators for workshops of other groups, how we are linked to the Maryland Healthy Schools Coalition, selecting health issues (considering the 8 components of school health) to address Leave No Child Behind, planning a major health conference, how MSSHC is using the money from the departments to address the 8 components, our support for LSHCs to enable them to implement ideas, and that we are considering the development of a website.

The MSSHC Chair will compile the necessary information and email the list to Executive Board members for consensus.

Website Proposal:

In the meeting packet is a response and a MSSHC Web Site Design Proposal from Zach Gaumer. Total services and costs are described and are estimated as follows: Year One (includes Domain, Hosting, and Design): \$1085 - \$1460; Year Two+: (Domain and Hosting, \$335) and (Maintenance, \$60 – 450) for a total of \$395 - \$785 per year. It is anticipated that if work could start at the beginning of June, the project would be completed by mid-July. A motion was made by Teresa Albright, seconded by Elaine Smith, and unanimously passed, that MSSHC work with Zach Gaumer to develop our website. Lynne Weise will supervise this project.

NEW BUSINESS:

Coalition for Skin Cancer Prevention in Maryland; dissemination of CDC guidelines:

Contacts by Donna Mazyck resulted in email correspondence between Maura Rossman and Roberta Herbst, Project Coordinator for the Coalition for Skin Cancer Prevention in Maryland.

CDC Guidelines for School Programs to Prevent Skin Cancer have been released; the 26-page document is in the meeting packet. MSSHC is asked to assist in disseminating the guidelines.

The coalition has been developing a middle school skin cancer prevention curriculum called SunGuard Your Skin. Betsy Gallun updated us on some activities already in place, including the web site, sunguardman.org.

COMMITTEE REPORTS:

1. Family and Community Partners. Maria Schaeffer, Chair.

Over 900 people participated in the Fifth Annual Conference on Family, School and Community Involvement on April 12, 2002.

Work continues on guidelines for "Family Involvement" policy, strategies and activities.

2. Food and Nutrition Programs. Ellen Green, Chair. (Elaine Smith reporting.)

Information from a MSDE News Release was shared concerning the seventeen Maryland school systems which will share nearly \$98,000 in grant funds to encourage schools to promote healthy eating and physical activity. Included are supportive statements by Dr. Grasmick, John Ryan, M.D., from DHMH, and Elizabeth Crosby, President of the Maryland PTA, concerning the importance of student health. Grant Awards to individual schools range from \$2952 to \$6000; a list of school systems and grant awards is included. The news release is filed with these minutes.

3. Health Education. Barbara Sullivan, Chair.

(See information in "OLD BUSINESS: Advocacy..." in these minutes.)

4. Health Services. Vicki Taliaferro, Chair.

Ready to distribute guidelines (HIV, O2, Comm. Disease). If any MSSHC Board members want a copy of guidelines and want to be on database, contact Vicki.

LSHC database is complete and updated; all jurisdictions submitted. Over 700 members are listed statewide. Information was forwarded to Maura Rossman and Mary Keene. All but one jurisdiction has submitted certification of compliance with SHS standards.

The last week of SHS study is this week. Twenty-one of 24 jurisdictions are participating.

Diabetes training for SH nurses – train the trainer- will continue next year.

Hope to work with nutrition and grant to train SH nurses.

5. Local School Health Councils. Mary Keene, Chair.

The next committee meeting will be May 22, 2002, at Cockeysville Library. Anyone interested can contact Mary Keene at enjoythevista@aol.com.

6. Physical Education. (Chair to be appointed.)

7. Program. Michele Prumo, Chair.

Fall Conference is scheduled for December 12, 2002 at the Turf Valley Resort and Conference Center. A "hold that date" flier is being mailed.

Theme will revolve around "Leave No Child Behind: Health Behaviors, Knowledge, and Attitudes-Impact on Student Achievement".

Keynote: To be determined.

Workshops: Journey to a Hate-Free Millennium. Advocacy: Working the System. Working with NESP Students. Innovative Tobacco Prevention Programs. A,B,Cs of School Environment. Nutrition / Obesity. PTA / Parent Involvement. Early Mental Health Intervention. Emergency Preparedness. Dialogue with Kids. Employee Wellness.

Plan on 200 people, cost not determined at this time.

Discuss covering cost of any PTA member who attends.

Expanding invitees to include local BOEs.

Next committee meeting is May 20, 2002 at 1:30 p.m., in atrium in ESS Building, Greenwood.

8. Public Relations / Awards. Eric M. Fine, M.D., Chair. (No report.)

9. School Environment. Susan Kelly, Chair. (No report.)

10. Staff Wellness. (Chair to be appointed.)

11. Student Services. Louise Fink, Chair. (No report.)

12. Nominating. (Chair to be appointed.)

ANNOUNCEMENTS:

Cheryl DePinto announced that comments concerning Lead Regulations in the Maryland Register need to be in by June 3, 2002.

The next Executive Board meeting will be June 19, 2002. No Executive Board meetings are scheduled for during the summer.

The meeting was adjourned by the Chair at 3:40 p.m.

Attendance 5-15-02:

Maura Rossman
Vicki Taliaferro
Mardel Knight
Barbara Sullivan
Elaine Smith
Joan Stine
Cheryl DePinto

Michele Prumo
Marge Hoffmaster
Reba Bullock
Mary Keene
Louise Fink
Deitra Wengert

Eric Fine
Sharon Doughty
Betsy Gallun
Teresa M. Albright
Maria Schaeffer
Helen Monk

Respectfully submitted,

Teresa M. Albright

Teresa M. Albright, B.S., M.Ed., Secretary

