

Model Aquatic Health Code (MAHC)
STEERING COMMITTEE

MEETING MINUTES
APRIL 9, 2008, 2:30–4:00 PM

Members Present: Michael Beach, Chip Cleary, Steve Goode, Joe Hunsaker, David Ludwig, Charles Otto, Douglas Sackett – Director, Lee Tate – Project Coordinator.

1. General Business: The March 19 minutes were approved with one minor edit.

2. Technical Committees (TC): The Steering Committee (SC) discussed the TC member selection process. It was suggested that the TC chair determine a list of potential members and submit the list for approval by the SC. Once the list has been approved, potential members would be contacted by the TC chair to find out if they are still interested and available. The TC chair should explain the scope of work in detail and let members know what is expected of them. A final list of member names would then be provided to the SC for approval. A draft of guidelines addressing this process will be sent to the SC for review.

The SC discussed the idea of having three phases to the TC process. In the first phase, the TC would organize existing information. In the second phase, the TC would identify information gaps and areas where science is needed to either reconfirm or establish standards. In the third phase, data will be assessed. The TC would look for information supporting alternative practices and determine the suitability of these practices. A protocol will be drafted describing these phases and outlining the process for identifying and recording proposed research tasks. It will include a template for describing research needs to allow for consistency among proposals.

SC members should look at the list of interested TC members and consider colleagues to determine potential chairs for the next committees. There is also a need for SC liaisons for the upcoming TCs.

Chairpersons for the Disinfection & Water Quality TC and Operator Training TC should work with the MAHC Project Coordinator to develop a timeline and scope of work for their committee, which should then be provided to the SC for comment.

3. Outreach and recruiting TC members: There is a need to conduct additional outreach and recruitment for interested TC members to increase the applicant pool. A short description of the MAHC Project and TCs will be sent out to SC members for use in recruitment efforts. The importance of personal contact in recruiting was stressed. In addition, interest forms should be made available at the NEHA Conference Recreational Water Session, and there was a suggestion to place a notice in aquatics magazines and newsletters.

4. MAHC Grading System: The grading system will be sent to the SC for comment. It should be reviewed with respect to whether the system captures the various statuses of items the TCs will evaluate.

5. June meeting in Phoenix: The SC will have an in-person meeting in Phoenix, AZ on June 19. Details on meeting logistics will be sent to members.

6. Other items, wrap-up: The next conference call will be on May 14. The meeting in Phoenix will replace the June conference call. SC members were asked to provide suggestions of agenda items for the June meeting.