

Model Aquatic Health Code (MAHC)
STEERING COMMITTEE

MARCH MINUTES

CONFERENCE CALL MARCH 10, 2010 2:30–4:00 PM

Members Present: Michael Beach, Jim Dunn, John Linn, Colleen Maitoza, Doug Sackett - Director, Bob Vincent, Amanda Long - Assistant to the Director, and Lee Tate - MAHC Project Coordinator.

Members Absent: Chip Cleary, Tracynda Davis, Chuck Neuman, and Charles Otto.

1. February 10, Meeting Minutes: The Steering Committee (SC) approved the February 10, 2010 meeting minutes as corrected.

2. February 16, Meeting Minutes: The SC meet again on February 16, 2010 to continue edits and comments on the Facility Design and Construction Module not completed on the February 10, 2010 conference call.

3. SC Meeting Discussion:

The SC discussed final details for the March 30 and 31st in-person meeting in Albany, New York.

The SC reviewed two difference versions of a draft module from two separate subcommittees from the Lifeguarding/Bather Supervision Technical Committee (TC) The subcommittees had requested further guidance for the preferred approach to complete their assignment. Mr. Sackett and Ms. Long will provide SC feedback to the TC.

The SC decided to hold a special conference call on February 16 to consider comments on other module drafts ready for review. Mr. Tate will send a call notice and review drafts to all SC members.

4. Action Items:

- a. Mr. Tate will send a meeting notice to SC members regarding the March 16 conference call.
- b. Mr. Sackett and Ms. Long will provide summary comments to the Lifeguarding/Bather Supervision TC.
- c. The SC will meet March 30 and 31st in Albany, New York.

The call adjourned at 4:30 PM.

CONFERENCE CALL MARCH 16, 2010 2:30–4:00 PM

Members Present: Michael Beach, Tracynda Davis, Colleen Maitoza, Doug Sackett - Director, Amanda Long - Assistant to the Director,

Members Absent: Chip Cleary, Jim Dunn, Chuck Neuman, and Charles Otto, Bob Vincent, and Lee Tate - MAHC Project Coordinator.

The SC began reviewing the Facility Maintenance and Operation Draft. Another call was scheduled for March 17, 2010 to complete further review and discussion.

CONFERENCE CALL MARCH 17, 2010

Members Present: Tracynda Davis, Colleen Maitoza, Doug Sackett - Director, Bob Vincent, Amanda Long - Assistant to the Director,

Members Absent: Michael Beach, Chip Cleary, Jim Dunn, Chuck Neuman, and Charles Otto, and Lee Tate - MAHC Project Coordinator.

Review continued on the Facility Maintenance and Operation Draft. Due to time constraints, an additional call was scheduled for March 19, 2010 to continue discussions.

CONFERENCE CALL MARCH 19,

Members Present: Tracynda Davis, Colleen Maitoza, Doug Sackett - Director, Bob Vincent, Amanda Long - Assistant to the Director,

Members Absent: Michael Beach, Chip Cleary, Jim Dunn, Chuck Neuman, and Charles Otto, and Lee Tate - MAHC Project Coordinator.

The SC continued its review and discussion of the Facility Maintenance and Operation Draft.

SC MEETING MARCH 30-31, 2010 ALBANY, NY

Members Present: Michael Beach, Jim Dunn, John Linn, Colleen Maitoza, Charles Otto, Doug Sackett - Director, Bob Vincent, Amanda Long - Assistant to the Director, and Lee Tate - MAHC Project Coordinator. Tracynda Davis, and Chip Cleary joined via conference telephone on March 30. Chuck Neuman and Tracynda Davis joined via conference telephone on March 31.

Members Absent: Chuck Neuman on March 30 and Chip Cleary on March 1.

The SC finished their review of the Facility Maintenance and Operation Draft. The SC then completed review and discussions of drafts from the following TCs: Risk Management/Safety, Disinfection& Water Quality, Ventilation, and Hygiene.

A conference call was scheduled for April 6, 2010 to review the Regulatory Program draft. The meeting was adjourned at 3:30 PM.

Action Items:

- a. Mr. Tate will send a meeting notice to SC members regarding the April 6 conference call.
- b. Ms. Long and Mr. Tate will provide SC comments to the respective TCs.