



WEST VIRGINIA STATE BOARD OF SANITARIANS

P.O. Box 927
Charleston, West Virginia 25323

Board Meeting Minutes
May 15, 2026
Zoom conference Meeting

- The Meeting was called to order by Warren Elmer, Chair @ 10:07 AM.
- Verification of quorum which was approved with 4 Board Members, along with the CFO, Linda Lyter, and Executive Director, Linda Whaley.

- Attendees present:

Warren Elmer, Chair

AJ Root

Brad Cochran

Lloyd White

Linda Lyter, CFO

Linda Whaley, Executive Director

Guest in attendance was Cynthia Kascic, Kanawha Charleston Health

- Quorum was verified by Chairman, Warren Elmer.
- Warren asked if everyone had read over the previous meeting minutes. AJ Root made a motion to approve as presented, Brad Cochran seconded and the motion carried.
- Financial report was given by Linda Lyter. Discussion regarding amount of funds available, next year's budget, and the 2027 expenditure schedule.
- 2026 Legislative Session: House bill 4463 was introduced with several unfavorable flaws. AJ collaborated with VJ Davis and together they rewrote the bill. The bill passed the Legislature. It allows for a person with an associate degree to be hired as a Sanitarian 1. They cannot advance to any other higher Sanitarian classification. The bill also

contains a provision for any registered sanitarian with five (5) years of experience working in WV to be able to conduct on-the-job training for trainees. The Bureau of Public Health is also named as the entity responsible for the 300-hour Sanitarian Training. Linda Whaley asked when the bill would go into effect.

- Training Committee: Warren and Lloyd met with the Commissioner of Public Health and others from the Bureau. WVU is interested in providing a 300-hour training course. Lloyd reiterated the need for professionalism no matter who provides the training. Warren talked to NEHA about funding for updating training. NEHA closed out the inquiry without any definite information. Brad brought up taking SOP's off the webpage once a training platform has been decided.
- Linda Lyter asked if we are planning to make amendments to the Legislative Rule that is currently in place. She said that the deadline is the end of June. Emergency Rule changes can be submitted at any time.
- New Business:
- Cynthia Kascic from Kanawha Charleston Health Dept. said she is considering hiring a person who is currently working as a Sanitarian in Virginia. Cynthia is asking for guidance on what training this person would be required to undertake if hired. Brad said that anyone hired would be required to take some training. The Board typically requires at a minimum the Food and Wastewater sections.
- Linda Whaley said that she had recently had someone who does not work as a Sanitarian wanting a recommendation letter to take the NEHA RS exam. Linda does not think this is something that she or the Board should do and is asking for guidance. None of the Board members told her to proceed with providing the letter. Linda told the Board she is going to contact the person making the inquiry that the Board is not going to provide the recommendation.
- Next meeting date is August 7th at 10:00.
- Brad made the motion to adjourn, Lloyd seconded and the motion carried.
- Meeting adjourned at 10:42.