

## Expanding Community Engagement Through Environmental Health Fairs

U.S. Environmental Protection Agency  
2011 Community Involvement Training  
Conference

July 19 – 21, 2011  
Arlington, Virginia

## Introductions

- Bill Little, U.S. EPA Region 6 Community Involvement Coordinator/SEE
- Darcie Olexia, Environmental Health Scientist, Louisiana Department of Health and Hospitals
- Lorraine Jameson, CH2M HILL, Community Involvement Specialist



## This training will provide:

- Tools to determine if an Environmental Health Fair will benefit your community
- Step-by-step instructions, tips and lessons learned for planning and conducting the event
- Examples of outreach materials
- Sources for additional information

## What is an Environmental Health Fair? LLJ4

- Fair serves a community near an industrial complex, Superfund or Removal Site.
- Health impacts are a leading concern of stakeholders who live near hazardous waste sites, especially those in medically underserved communities.
- More emphasis on environmental health and sponsorship by federal, state and/or local environmental agencies than most traditional health fairs.

## Benefits to the Community

- Information about local clinics and services
- Information about chemicals of concern
- Increase personal health awareness
- Free screenings by health professionals
- Demonstrations of CPR or first aid
- Encourages positive changes to their lifestyles and behavior

## Benefits to Agency Partners

- Expand contacts within the community
- Meet agency outreach goals
- Educate the public on chemicals of concern, reduce potential future exposure.
- Effective venue for updating the community on site issues

## Slide 4

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LLJ4

Let's discuss. We need to make this short and sweet. I don't think we should indicate that it's always sponsored by EPA.

Lorraine Jameson, 7/10/2011



## What is the Community looking for?

- Community leaders needs and wants
- Health and Hospitals resources
- Faith based organizations
- Children's health needs

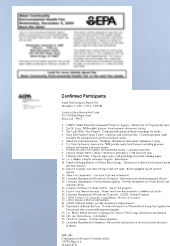


## Don't forget the kids!

- Fingerprinting
- Fire safety
- Children's activities



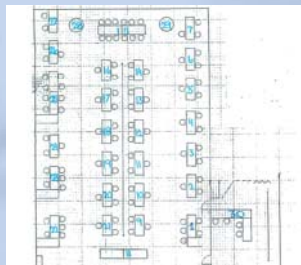
## Planning Your Health Fair





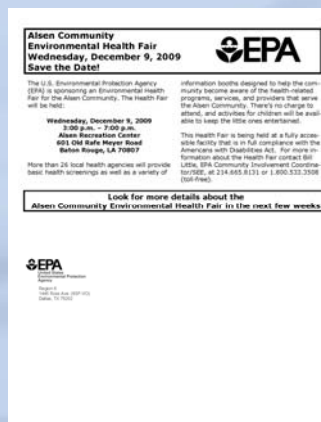
### Four Months before the Fair

- Develop a floor plan and staffing plan



### Three Months before the Fair

- Establish a promotions strategy
- Confirm commitments
- Solicit gifts for drawings at the Fair
- Refreshments?



### Two months before the Fair

- Arrange for rental equipment
- Security
- Supplies
- Reconfirm participants
- Reconfirm your entire checklist

CHECKLIST	
Staff	John, Diego and Kenneth H. and their HLL will expect possibility of staff from HLL's BTR office. Lots of lifting and loading. - confirmed help 11-12. Ken H. will help from HLL's HLL. Beverly Segal & Don Williams from EPA - November 12.
Meeting Brochure	In progress. Draft layout, complete. EPA identifying information to be added.
Postcards/Announcements	Have the date printed, which includes a description of the fair and the dates 11/9-11/10. Sent via the Weekly News in Baton Rouge 11-10. Also sent via the Weekly News in Baton Rouge 11-10. Also sent via the Weekly News in Baton Rouge 11-10. Also sent via the Weekly News in Baton Rouge 11-10.
Posters	1 poster 11 by 17 in. in agency information, to color. CHS HLL will develop that for review. Poster on HLL's wall 11-10.
Orange Meeting Room	1 room 11 by 17 in. in agency information, to color. CHS HLL will develop that for review. Poster on HLL's wall 11-10.
Arrange Rental Equipment	Equipment to be arranged. HLL's wall 11-10. HLL's wall 11-10.
Signage for participants	Signage to be arranged. HLL's wall 11-10. HLL's wall 11-10.
Sign in Sheet	Sign in sheet to be arranged. HLL's wall 11-10. HLL's wall 11-10.
Information Table sign	Information table sign to be arranged. HLL's wall 11-10. HLL's wall 11-10.
Electricity	Electricity to be arranged. HLL's wall 11-10. HLL's wall 11-10.

### One month before the Fair

- Distribute promotional material
- Confirm advertising
- Contact local news media
- Order, purchase supplies



### Supply checklist

Supply	Amount	Completed
Reference A's	12	
Camera, digital	1	
First Aid Kit	1	
Hammer, nails, pliers, screwdriver		
Kitchen	4 boxes	
Name Tags, sticky		
Paperclips	1 box	✓
Paper Towels		
Pencils	3 boxes	
Pens	3 boxes	
Pens, Ball tip Marker-ink Black	2	
Post-it Notes	1 4x6, 1 3x3	✓
Push pins	1 box	
Rubber Bands		✓
Safety scissors, glue sticks	10 each	
Scissors		✓
Small Binder Clips		✓
Tape, Duct	2 rolls	
Tape, Masking		✓
Tape, Scotch	2 rolls	✓
Thumb tacks		
Trifold paper	1 package, 6 rolls	
Trash bags	1 box	
Water, Bottled	4 cases	
12" Foam Backs	25 pack	✓

### Important Considerations

- HIPAA
- Photographing children

### How to Order Publications

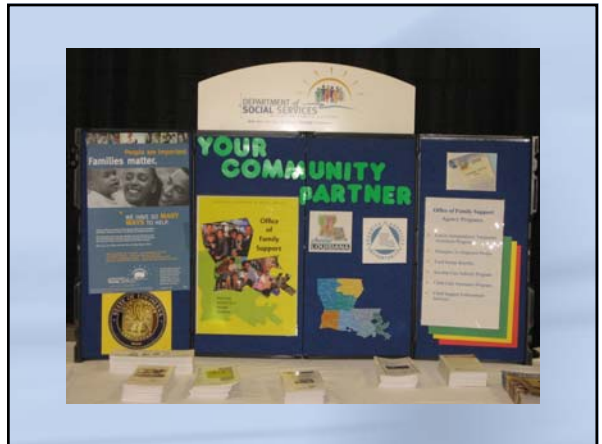
- To order Publications you may write to:
- FEMA
- PO Box 2012, Jessup, MD 20794-2012
- Or you may call 1-800-480-2520, Monday - Friday, 8:00 a.m. - 5:00 p.m., EASTERN TIME.
- Or you may Fax your request to 301-362-5335.
- Please include the title, item number, short title, and quantity of each publication.

### Other Sources

- Agency for Toxic Substances and Disease Registry (ATSDR)
- Department of Defense (DOD) [www.defense.gov](http://www.defense.gov)
- Center for Disease Control (CDC) [www.cdc.gov](http://www.cdc.gov)
- Navy & Marine Corps Public Health Center. (NMCPHC) [www.nmcphc](http://www.nmcphc)
- American Academy of Family Physicians [www.aafp.org](http://www.aafp.org)
- American Academy of Pediatrics [www.aap.org](http://www.aap.org)
- Healthy Children.org









#### Alsen Environmental Health Fair

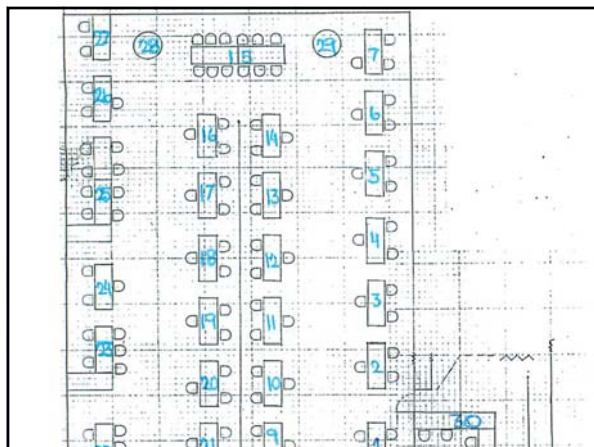
Thank you for agreeing to participate in the December 9, 2009, Alsen Environmental Health Fair. I would like to confirm your organization's equipment needs, so we can make the proper arrangements and establish the most efficient floor plan. Health Fair participants must provide their own computers or projectors. Please indicate what you will need from the following room set-up requirements:

1. The number of tables \_\_\_\_\_
2. The number of chairs \_\_\_\_\_
3. Need for electricity \_\_\_\_\_ 110/220 \_\_\_\_\_
4. Extension cords \_\_\_\_\_
5. Number of electrical outlets \_\_\_\_\_
6. Waste basket \_\_\_\_\_
7. Special Requirements \_\_\_\_\_

#### Standard sign provided for each participant organization.

Please send your response to me by November 1, 2009. If I do not receive a request from you by November 1, 2009, I will assume that you have no equipment needs. Fax or e-mail your form to me; my contact information is listed below. Your timely response to this request will enable us to have a successful event for the Alsen community. We will do our best to accommodate your needs, and we sincerely appreciate your participation.

Bill Little  
Community Involvement Coordinator/SEE  
USEPA Region 6  
Bill Little/R6/USEPA/US  
Office 214-665-8131  
Fax 214-665-6660  
little.bill@epa.gov



John Marshall  
Commission and Park Commission  
1001 Poydras Street  
New Orleans, LA 70006  
Dear Chris,  
I have been working with the Louisiana Department of Health and Hospitals on an Environmental Health Fair for the Alsen Community, on December 9, 2009. We have 26 participants and should have a few more before we are finished. I expect a large turnout (100 to 150) for the event, and will need access to all the facilities (tables and chairs). Kevin Rogers, with the Louisiana State Optometry Association, will be providing outdoor health exams including glaucoma, diabetic retinopathy and vision. He will require an event that can be performed to perform these tests. I would like to use the meeting room next to the gym to perform these tests. Please let me know if this is possible or if you have another suggestion.  
I have reserved the center for the event from 3 to 7 on December 9, 2009 and anticipate needing quite a bit of time to set up and take down the event. I will have some customers and require additional tables, table covers, chairs, audio-visual equipment, etc. and will need access by 12 noon to get everything removed and set up. I will be there to accept the materials, set-up, and clean up after the event. I expect we will run past the 7 o'clock hour because of cleanup and will not be able to have the delivered materials stored as well the following morning. I believe the facilities manager only needs until 7, and would expect to be billed for any overtime time that would result from getting equipment out of the facility and cleaning up.  
I will provide each participant with waste baskets with plastic liners and will need direction for the disposal of boxes at the end of the event. I would like to use the facilities computer if possible.  
If you have any questions, please call me at 214-665-8131 or at our toll-free number 1-800-553-3508. My e-mail is [little.bill@epa.gov](mailto:little.bill@epa.gov) and Fax is 214-665-6660.  
Sincerely yours,  
Bill Little  
Community Involvement Coordinator/SEE  
Superfund Division  
USEPA Region 6  
Hazardous Waste



