

Indiana Environmental Health Association, Inc. **Executive Board Meeting Minutes of the June 12, 2020 meeting.**

**NEXT MTG DATE: Friday, July 17, 2020 – 11:00 am**

**LOCATION: ISDH Building (Via Microsoft Teams link/call-in only)**

**AGENDA: Chapter and Committee Reports/Old and New Business**

**FROM: Lisa Chandler - Secretary  
Tami Barrett – Board Secretary**

**TO: OFFICERS**

Past President & Awards Committee Chair – JoAnn Xiong Mercado  
President and NEHA Liaison – Jammie Bane\*  
President-Elect – Holley Rose\*  
Vice President – Jennifer Heller\*  
Treasurer – Gretchen Quirk (2019/2020)\*  
Secretary – Lisa Chandler\*

**CHAPTER REPRESENTATIVES**

Reba Taylor-Hill – Central Chapter \*  
Karl Glaze (Jennifer Heller, proxy) – Southern Chapter\*  
Beth Bowlen – Southeastern Chapter \*  
Lisa Harrison – West Central Chapter\*  
Ed Norris – Wabash Valley Chapter \*  
Nicole Corwin – Northeast Chapter\*  
Stephanie Cain – East Central Chapter \*  
Patty Nocek – Northwest Chapter \*

**OTHERS**

Matthew Herrick & Catherine Hess – Auditors  
Tara Renner – Committee on Professional Education and Development (COPED)  
Lynette Schrowe – IDEM Liaison  
Jason Ravenscroft – Membership Committee Chair  
Ed Norris – Publications Committee Chair  
Mike Sutton – Nominations Committee Chair  
Amanda Deering – International Association for Food Protection (IAFP) Liaison  
Alice Quinn – Wastewater Management Committee Chair & Indiana Onsite Wastewater Professionals Association (IOWPA) Liaison  
George Jones – Indiana State Department of Health (ISDH) Liaison  
Denise Derrer – Board of Animal Health (BOAH) Liaison  
Doug Mathis – National Association for County and City Health Officials (NACCHO) Liaison  
Kim Irwin - Indiana Public Health Association (IPHA) Liaison  
Sarah Dallas and Amy Ayers – Co-Chairs - Food Protection Committee  
Elizabeth Bowman – General Environmental Health Services Committee Chair  
Jennifer Heller and Jennifer Warner, Co-Chairs - Terrorism and All-Hazards Preparedness  
Vacant – Parliamentarian & Website Committee Chair  
Tami Barrett – Board Secretary

**Minutes of the June 12, 2020** Indiana Environmental Health Association, Inc. Executive Board Meeting. The Executive Board meeting was called to order at 11:03 am by President-Elect Holley Rose.

Those attending all or part of the meeting:

Holley Rose – President-Elect\*  
Jennifer Heller, Vice President\* and Co-Chair, TAHP Committee  
Lisa Chandler – Secretary\*  
Gretchen Quirk – Treasurer (2019/2020)\*  
Catherine Hess – Auditor  
Lynette Schrowe – IDEM Liaison  
Kim Irwin – IPHA Liaison  
Doug Mathis – NACCHO Liaison  
Sarah Dallas, Co-Chair – Food Protection Committee  
Mike Sutton – Nominations Committee Chair  
Jason Ravenscroft – Membership Committee Chair  
Amy Ayers, Co-Chair – Food Protection Committee  
Jennifer Warner – Co-Chair – Terrorism and All Hazards Committee Co-Chair  
Nicole Corwin – Northeast Chapter Rep.\*  
Karl Glaze – Southern Chapter Rep\*  
Stephanie Cain – East Central Chapter\*  
Reba Taylor-Hill – Central Chapter Rep.\*  
Ed Norris – Wabash Valley Chapter Rep.\* & Publications Committee Chair  
Patty Nocek – Northwest Chapter Rep\*  
Tami Barrett – Board Secretary

Those not attending:

JoAnn Xiong Mercado – Past President and Awards Committee Chair  
Jammie Bane – President\* and NEHA Liaison  
Matthew Herrick – Auditor  
Lisa Harrison – West Central Chapter Rep.\*  
Beth Bowlen – Southeastern Chapter Rep.\*  
George Jones – ISDH Liaison  
Denise Derrer – BOAH Liaison  
Amanda Deering – IAFP Liaison  
Tara Renner – COPED Committee Chair  
Elizabeth Bowman – General Environmental Health Services Committee Chair  
Alice Quinn – Wastewater Management Committee Chair & Indiana Onsite Wastewater Professionals Association (IOWPA) Liaison

Guest:

Margaret Voyles, West Central Chapter

\*Indicates a voting member of the Board. There must be 8 voting members present (in person or via phone) for an official quorum. A quorum was present for this meeting.

**SECRETARY'S REPORT** – Lisa Chandler/Tami Barrett

Holley Rose asked for comments or corrections to the May 15, 2020 minutes. Hearing none, she stated the minutes are accepted as presented.

**TREASURER'S REPORT** – Gretchen Quirk

Current May Budget Report (submitted by Gretchen Quirk)

The BMO Harris Checking Account balance is \$18,444.59

The BMO Harris Savings Account balance is \$4,965.50

The Fall Conference Account balance is \$17,981.30 (May Bank Statement)

The Capital Fund (30-month CD) balance is \$30,034.37

The COPED Principal Account (60-month CD) balance is \$16,889.00.

The COPED Available balance is \$4,465.50 (*which includes interest from \$10,000 former CD, \$1,000 donation, \$4,000 from 2003 Fall Conference surplus, \$571.25 from 2004 Fall Conference silent auction, and \$1,117.75 from the 2016 Fall Conference Silent Auction, interest from the 60-month CD & \$844 from 2018 Fall Conference Silent Auction*)

Gretchen reported she paid the annual PO Box fee.

Holley Rose stated the May Treasurer's Report is filed subject to audit.

**AUDITORS** – Catherine Hess & Matthew Herrick

Catherine stated they still need the Central Chapter and 2019 Fall Conference books to audit. Tami sent an e-mail reminder in March to Reba Taylor-Hill, Jammie Bane and Doug Mathis and will send another e-mail reminder.

**LIAISON REPORTS**

**BOARD OF ANIMAL HEALTH (BOAH) LIAISON** – submitted by Denise Derrer

Throughout the coronavirus (SARS-CoV-2)/COVID-19 situation, the Indiana State Board of Animal Health (BOAH) staff has been busy in a number of ways.

**Meat & Poultry Inspection:**

- The last 90 days have been extremely busy for BOAH's Meat & Poultry Inspection (MPI) Division. Low supplies of meat and poultry products at main-stream supermarkets have led a growing number of consumers to seek out sources at local, state-inspected meat processors.
- BOAH MPI staff has been working to cover an increased number of slaughter inspection shifts at facilities across the state. Inspectors have been taking additional assignments, working overtime and foregoing paid time off, along with the area supervisors who are covering inspection shifts, too.
- Comparing 2019 figures to 2020 data for Mar. 20 through May 20, state-inspected plants saw a 51.6% increase in the number of cattle slaughtered. Hogs were up by 53% and chickens increased by 59% in the same period.
- Plants were able to accommodate this volume by adding employees, increasing hours as well as number of slaughter days, and shifting custom-exempt slaughter to weekends.
- In general, state-inspected plants have not had issues with widespread employee illness that required facility closure.

**Pork Industry Situation:**

- After short closure periods, Indiana's two major pork packers have been operational for a few weeks now, running near capacity.
- To date, high-volume euthanasia of pigs has not happened in Indiana like in other states. Farmers, in general, have found other markets for their pigs or handled the situation on-farm (without state assistance). Some have been able to adjust feed rations to slow animal growth to allow the pigs to be held longer before sending to slaughter.
- Working with industry, BOAH has plans in place to assist with large-scale herd reduction, if needed, but has not had to activate.
- BOAH continues to remind citizens that home-slaughtered meat cannot be legally sold, bartered or donated.
- BOAH has received many inquiries from citizens who are interested in opening butcher shops or processing facilities. We'll see how many of them follow through under the current situation.

**INTERNATIONAL ASSOCIATION FOR FOOD PROTECTION (IAFP) LIAISON – Amanda Deering – NO REPORT**

(NOTE: Jammie Bane's IAFP dues have been paid (according to IAFP one of the requirements to maintain IEHA status as an IAFP Affiliate is that the President and Delegate must be active members of IAFP. Amanda Deering is the 2020 IEHA Delegate to IAFP.)

**NATIONAL ASSOCIATION OF COUNTY & CITY OFFICIALS (NACCHO) LIAISON – Doug Mathis**

The NACCHO AEC in-person meeting scheduled for July 7 to 9, 2020 in Denver, Colorado has been canceled; however, they have over 500 sessions available virtually. They have over 200 attendees registered for the virtual sessions. The sessions will be available on-line for one year.

**INDIANA PUBLIC HEALTH ASSOCIATION (IPHA) LIAISON – Kim Irwin**

Kim reported that IPHA has launched three recurring events:

Weekly Meet-Up – Wednesdays at 12:00 noon;

Policy & Advocacy Committee – First Wednesday of each month from 2 to 4 pm; and

IPHA Membership & Communications Committee – Third Wednesday of each month from 1 to 3 pm

**NATIONAL ENVIRONMENTAL HEALTH ASSOCIATION (NEHA) LIAISON – Jammie Bane – NO REPORT**

(NOTE: Jammie Bane's NEHA dues have been paid (according to NEHA Affiliate Presidents and at least one other member of an Affiliate's Board (preferably the successor to the president) shall be either Active or Life Members of NEHA. Jammie Bane is the 2020 IEHA Liaison to NEHA.)

NOTE: Jammie will attend the virtual NEHA Affiliate President's Council on July 14.

**INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT (IDEM) LIAISON – Lynette Schrowe – NO REPORT**

**INDIANA STATE DEPARTMENT OF HEALTH (ISDH) LIAISON – George Jones – NO REPORT**

**INDIANA ONSITE WASTEWATER PROFESSIONALS ASSOCIATION (IOWPA) LIAISON – Karl Glaze for Alice Quinn**

Karl reported that Joan Brown is the interim Director for IOWPA. They are planning for summer field days this year, and are moving forward with planning for trainings and the annual conference in January, 2021.

**COMMITTEE REPORTS**

**AWARDS COMMITTEE** – JoAnn Xiong Mercado – **NO REPORT**

NOTE: Fall Conference Award nominations are due July 15, 2020. Currently there is 1 Werkowski and 1 EHS of the Year nomination application.

**COMMITTEE ON PROFESSIONAL EDUCATION and DEVELOPMENT (COPEd)** – Tara Renner – **NO REPORT**

NOTE: There is currently \$4,465.50 available for scholarships.

**MEMBERSHIP COMMITTEE** – Jason Ravenscroft

As of today, there are 341 active paid members.

**NOMINATIONS COMMITTEE** – Mike Sutton

Mike reported an e-mail was sent to all members with the slate of 2021 officers: Vice President – Krista Click; Secretary – Lisa Chandler; Treasurer – Gretchen Quirk (2-year term); and Auditor – Matthew Herrick. There were two volunteers for the second auditor position if Catherine Hess declined to continue. Catherine Hess stated that she wanted to continue another year as Auditor. Therefore, the slate of officers for 2021 has been set pending any other response from the membership which was due by Friday, June 19. After that date if no other nominations are received, the Board can vote to close the nominations on behalf of the Association at the July meeting since the Spring Conference was canceled.

**PUBLICATIONS COMMITTEE** – Ed Norris

Ed reported the deadline for articles for the Summer Journal is the end of June. He will continue to send an e-mail reminding members the Journal has been posted and will include the link for easier access.

**FOOD PROTECTION COMMITTEE** – Amy Ayers & Sarah Dallas – Co-Chairs

The next virtual meeting is scheduled for June 18 from 10:00 am to 12:00 noon. There will be a Q&A session and business meeting. The remaining 2020 meeting dates are as follows: August 27 & November 19.

**WASTEWATER MANAGEMENT COMMITTEE** – Jason Ravenscroft for Alice Quinn

The May meeting was canceled due to the COVID-19 Pandemic and the Committee has not met.

**GENERAL ENVIRONMENTAL HEALTH SERVICES COMMITTEE** (includes Legislation and Environmental Health Outreach Subcommittee (formerly Safe Water Committee) – Jason Ravenscroft for Elizabeth Bowman

The last meeting was June 11 and the next meeting is scheduled for August 13. The Committee still plans to continue with the Photo Contest in the fall.

**TERRORISM AND ALL-HAZARDS PREPAREDNESS COMMITTEE** – Jennifer Heller and Jennifer Warner - Co-Chairs

The Committee has not met since May 15. The remaining 2020 Committee meeting dates are August 14 & November 20.

**WEBSITE COMMITTEE (formerly the INFORMATION TECHNOLOGY (IT) COMMITTEE)** – Vacant

**SPRING CONFERENCE (2020)** – Jennifer Heller

The Spring Conference scheduled for April 16 at the Season's Conference Center in Nashville, Indiana was canceled due to the COVID-19 pandemic.

**FALL CONFERENCE (2020)** – Holley Rose

After much discussion, Holley announced that the 70<sup>th</sup> Annual Fall Conference scheduled for September 21 to 23 at the Lawrenceburg Event Center is now canceled due to the global COVID-19 pandemic. She will contact the event center to request a refund of the deposit. It was agreed that the nominations for the Fall Conference awards will proceed as normal. She is planning to have a virtual annual business meeting as required by the Constitution and By-Laws and to recognize the Award winners.

**STRATEGIC PLAN UPDATES** – Jason Ravenscroft – **NO UPDATES**

NOTE: The Strategic Plan has been posted to the website under “About IEHA”. The Strategic Plan Goals for 2019 are:

- 1) Increase the number of counties represented in IEHA by 10% (Membership Committee) (Jason is working on updating counties in the Membership database so we can contact those with no participating members)
- 2) Increase membership with younger professionals, with less than 5 years of experience, and students by 20% (Membership Committee)
- 3) Increase members with nationally recognized certifications by 10% (COPEd) (Jason and Ellie are working on a survey monkey survey to send to all members)

**OLD BUSINESS**

**NEW BUSINESS**

There was discussion about the Association not covering the PayPal fees in the future.

**CHAPTER REPORTS** (All Chapter Reports should be submitted to the Secretary in writing)

**NORTHWEST CHAPTER** – Patty Nocek

Chapter meetings have been canceled until further notice due to the COVID-19 pandemic.

**NORTHEAST CHAPTER** – Nicole Corwin

Chapter meetings have been canceled until further notice due to the COVID-19 pandemic.

**WABASH VALLEY CHAPTER** – Ed Norris

The last meeting was June 4 via conference call. There were updates from each participating member. Thomas Ryan, Emergency Preparedness Coordinator, Boone County Health Department, spoke about problems they faced with COVID-19. The main issues were difficulty in getting PPE and the large increase in food trucks in the county. The next meeting is scheduled for August 27 and will be held virtually. NOTE: The chapter has not missed a meeting due to COVID-19 (impressive!)

**EAST CENTRAL CHAPTER** – Stephanie Cain

Chapter meetings have been canceled until further notice due to the COVID-19 pandemic.

**WEST CENTRAL CHAPTER** – Lisa Chandler for Lisa Harrison

Chapter meetings have been canceled until further notice due to the COVID-19 pandemic.

**SOUTHERN CHAPTER** – Karl Glaze

Chapter meetings have been canceled until further notice due to the COVID-19 pandemic.

**SOUTHEASTERN CHAPTER** – Holley Rose for Beth Bowlen

They are planning to hold a meeting either via conference call or zoom at the end of June.

**CENTRAL CHAPTER** – Reba Taylor-Hill

Chapter meetings have been canceled until further notice due to the COVID-19 pandemic.

Hearing no other business to come before the Board, Holley Rose entertained a motion to adjourn the meeting. Ed Norris moved that the meeting be adjourned; it was seconded by Reba Taylor-Hill and passed unanimously. The meeting adjourned at 11:45 am.

Submitted by:

Lisa Chandler, Secretary  
Tami Barrett, Board Secretary