

Indiana Environmental Health Association, Inc. Executive Board Meeting Minutes of the December 15 2023, meeting.

NEXT MTG DATE: Friday, January 19, 2024 – 10:30 am

LOCATION: IDOH Building in 3<sup>rd</sup> Floor Yoho Board Room and Via Microsoft Teams

AGENDA: Chapter and Committee Reports/Old and New Business

FROM: Lisa Chandler - Secretary  
Tami Barrett – Board Secretary

TO: **OFFICERS**

Past President & Awards Committee Chair – Holley Rose – Jennifer Heller (2024)  
President and NEHA Liaison – Jennifer Heller\* - Krista Click (2024)  
President-Elect – Krista Click\* - Andrew Pappas (2024)  
Vice President – Andrew Pappas\* - Zak McKinley (2024)  
Treasurer – Gretchen Quirk\* (2023/2024)  
Secretary – Lisa Chandler\*

**CHAPTER REPRESENTATIVES**

Reba Taylor-Hill – Central Chapter \*  
Matt Baker – Southern Chapter\*  
Beth Bowlen – Southeastern Chapter \*  
Mandy Bales – West Central Chapter\*  
Ed Norris – Wabash Valley Chapter \*  
Nicole Corwin – Northeast Chapter\*  
Stephanie Cain – East Central Chapter \*  
Karen Teague – Northwest Chapter \*

**OTHERS**

Matthew Herrick & Doug Mathis – Auditors – Doug Mathis & Shalei Hunt (2024)  
Jennifer Asbury – Committee on Professional Education and Development (COPEd)  
Lynette Schrowe – IDEM Liaison  
Jason Ravenscroft – Membership Committee & Website Committee Chair  
Ed Norris – Publications Committee Chair  
Mike Sutton – Nominations Committee Chair  
Amanda Deering – International Association for Food Protection (IAFP) Liaison  
Alice Quinn & Amanda Lahners – Co-Chairs, Wastewater Management Committee  
Karl Glaze - Indiana Onsite Wastewater Professionals Association (IOWPA) Liaison  
Sharon Pattee – Indiana Department of Health (IDOH) 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  
JoAnn Xiong Mercado & Abigail McInturff - Co-Chairs - Food Protection Committee – Sarah Dallas & Mariah Allen – Co-Chairs (2024)  
Kacie Schenck – General Environmental Health Services Committee Chair  
Jeff Corder - Terrorism and All-Hazards Preparedness Chair  
Tami Barrett – Board Secretary  
Vacant – Parliamentarian

Minutes of the December 15, 2023, Indiana Environmental Health Association, Inc. Executive Board Meeting.

The Executive Board meeting was called to order at 10:30 am by President Jennifer Heller

Those attending all or part of the in-person and virtual meeting:

Holley Rose – Past President & Awards Committee Chair  
Jennifer Heller, President & NEHA Liaison\*  
Krista Click, President-Elect\*  
Andrew Pappas, Vice President\*  
Lisa Chandler – Secretary\*  
Gretchen Quirk – Treasurer (2023/2024)\*  
Stephanie Cain – East Central Chapter\*  
Reba Taylor-Hill – Central Chapter Rep.\*  
Karen Teague – Northwest Chapter Rep\*  
Patty Nocek – Northwest Chapter President 2024 (via phone)  
Nicole Corwin – Northeast Chapter Rep.\* (via phone)  
Beth Bowlen – Southeastern Chapter Rep.\*  
Ed Norris – Wabash Valley Chapter Rep.\* & Publications Committee Chair  
JoAnn Xiong Mercado - Food Protection Committee Co-Chair  
Kacie Schenck – General Environmental Health Services Committee Chair  
Jeff Corder – TAHP Committee Chair  
Sharon Pattee – IDOH Liaison  
Lynette Schrowe – IDEM Liaison  
Jennifer Asbury – COPED Committee Chair  
Mike Sutton – Nominations Committee Chair  
Doug Mathis – Auditor & NACCHO Liaison (via phone)  
Allison Aultman for Kim Irwin – Indiana Public Health Association (IPHA)  
Tami Barrett – Board Secretary

Those not attending:

Zak McKinley, Vice President (2024)  
Matthew Herrick – Auditor  
Matt Baker – Southern Chapter Rep\*  
Mandy Bales – West Central Chapter Rep.\*  
Abigail McInturff - Food Protection Committee Co-Chair  
Amanda Lahners – Wastewater Management Committee Co-Chair  
Jason Ravenscroft – Membership Committee & Website Committee Chair  
Karl Glaze - Indiana Onsite Wastewater Professionals Association (IOWPA) Liaison  
Amanda Deering – IAFP Liaison  
Denise Derrer – BOAH Liaison  
Alice Quinn – Wastewater Management Committee Co-Chair

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

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

Jennifer Heller asked for comments or corrections to the November 17, 2023 minutes. Hearing none, she stated the minutes are accepted as presented.

**TREASURER'S REPORT** – Gretchen Quirk

Current **November** Budget Report

The BMO Harris Checking Account balance is \$34,581.89

The BMO Harris Savings Account balance is \$4,058.84

The Fall Conference Account balance is \$ \_\_\_\_\_

The Capital Fund (30-month CD) balance is \$30,360.92 **(as of January 2021 is now a 13-month CD)**

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

The COPED Available balance is \$3,558.84 *(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)*

Jennifer Heller stated the November Treasurer's Report is filed subject to audit.

Gretchen asked about the West Central Chapter Rebate check and Lisa Chandler stated it was deposited on December 14, 2023.

**AUDITORS** – Matthew Herrick & Doug Mathis (Shalei Hunt – 2024)

Doug reported he has the list of Chapter Treasurer e-mail addresses, and he will connect with them about the Chapter books for auditing.

**LIAISON REPORTS**

**BOARD OF ANIMAL HEALTH (BOAH) LIAISON** – Denise Derrer – **NO REPORT**

**INTERNATIONAL ASSOCIATION FOR FOOD PROTECTION (IAFP) LIAISON** – Amanda Deering – **NO REPORT** (NOTE: Jennifer Heller's membership is up to date. Krista Click is a current member. The 2024 complimentary membership was processed for JoAnn Xiong Mercado. No cost to IEHA (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 2024 IEHA Delegate to IAFP)

**NOTE:** IAFP AEC will be in Long Beach, California from July 14 to 17, 2024. Scholarships are available to attend the AEC.

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

Doug reported the NACCHO AEC will be in Cleveland, Ohio from March 25 to 28, 2024.

**INDIANA PUBLIC HEALTH ASSOCIATION (IPHA) LIAISON** – Allison Aultman for Kim Irwin/Sara Suisman

Allison reported that the IPHA Policy and Advocacy Showcase to plan for the upcoming Legislative Session is scheduled for January 31, 2024.

**NATIONAL ENVIRONMENTAL HEALTH ASSOCIATION (NEHA) LIAISON** – Jennifer Heller  
(NOTE: Krista Click is a current NEHA member (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. Krista Click is the 2024 IEHA Liaison to NEHA.)

Jennifer reported the NEHA AEC is scheduled for July 15 to 18, 2024 in Pittsburgh, PA. She has been asked to present a session. She also attended a virtual NEHA Affiliate meeting on December 18, 2023.

**INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT (IDEM) LIAISON** – Lynette Schrowe

Lynette reported she demonstrated the What's in your Neighborhood GIS tool to the West Central Chapter on December 14, 2023. She noted that EPA is proposing that all lead water pipes be replaced in the next 10 years.

**INDIANA DEPARTMENT OF HEALTH (IDOH) LIAISON** – submitted by Sharon Pattee

Sharon reported the IDOH Food Protection Division new food code Rule 410 IAC 7-26 is undergoing final comments and fiscal impact research. The anticipated adoption is July 8, 2024. It resembles the 2022 FDA model food code as close as possible with approximately 30% of it being new to Indiana. During a stakeholder meeting on December 14, there were only 5 to 6 concerns on the draft that were easily addressed.

**INDIANA ONSITE WASTEWATER PROFESSIONALS ASSOCIATION (IOWPA) LIAISON** – Karl Glaze  
– NO REPORT

## **COMMITTEE REPORTS**

**AWARDS COMMITTEE** – Holley Rose – Jennifer Heller (2024)

Holley stated that Award nomination applications are due July 15, 2024.

**COMMITTEE ON PROFESSIONAL EDUCATION and DEVELOPMENT (COPEd)** – Jennifer Asbury

The current COPEd available is \$3,558.84. Kacie Schenck received a COPEd scholarship for the 2023 Fall Conference registration.

**MEMBERSHIP COMMITTEE** – submitted by Jason Ravenscroft

The Membership Committee meeting scheduled for January 5, 2024 has been cancelled. The next meeting is scheduled for February 6, 2024. Jason is working on updating membership information on the website. Currently, there are 85 membership renewals in 2024.

**NOMINATIONS COMMITTEE** – Mike Sutton

Mike reminded everyone that nominations for 2025 officers are due before the 2024 Spring Conference.

**PUBLICATIONS COMMITTEE** – Ed Norris

Ed reported the deadline for articles for the Spring Journal is March 1, 2024.

**FOOD PROTECTION COMMITTEE** – JoAnn Xiong Mercado & Abigail McInturff – Co-Chairs  
Sarah Dallas & Mariah Allen-Co-Chairs (2024)

JoAnn reported the Committee met on November 16, 2023. Melissa Ackerman presented on “Foodborne Contaminants and their Microworld? The 2024 Committee Officers will be Sarah Dallas & Mariah Allen, Co-Chairs and Lisa Chandler, Treasurer.

**WASTEWATER MANAGEMENT COMMITTEE** – Jennifer Heller for Alice Quinn & Amanda Lahners - Co-Chairs

The Committee met virtually in November with approximately 10 attendees.

**GENERAL ENVIRONMENTAL HEALTH SERVICES COMMITTEE** (includes Legislation and Environmental Health Outreach Subcommittee (formerly Safe Water Committee) – Kacie Schenck

Kacie reported the Committee will meet on January 18, 2024 via Teams at 2:00 pm. A Legislative document will be posted to the website.

**TERRORISM AND ALL-HAZARDS PREPAREDNESS COMMITTEE** – Jeff Corder

Jeff reported the last meeting was held on December 13, 2023 at 10:00 am via Teams. The Department of Homeland Security is planning for the April 8, 2024 total solar eclipse. There will be traffic congestion issues across the state. Psychological First Aid Training will roll-out again in 2024. The University of Tennessee will be bringing back the course PER410: Enhancing Planning, Preparedness and Response to Pandemics and Other Large-Scale Public Health Emergencies to the MADE Center in Plainfield on March 14 & 15, 2024. The Committee will be touring the State Emergency Operation Center and meeting with Director Joel Thacker on February 28, 2024.

**WEBSITE COMMITTEE (formerly the INFORMATION TECHNOLOGY (IT) COMMITTEE)** – submitted by Jason Ravenscroft

The next meeting is scheduled for February 6, 2024. Krista Click, 2024 President needs to provide a President’s message for the website.

**FALL CONFERENCE (2023)** – Krista Click

Krista reported there are still 2 outstanding checks to be collected from the Carroll County Health Department and Marion County Public Health Department. Taking these amounts into account, the surplus from the Fall Conference is \$1,055.07 (this includes the silent auction proceeds).

**SPRING CONFERENCE (2024)** – Zak McKinley – **NO REPORT**

NOTE: The Spring Conference will be held at Valle Vista in Greenwood on April 25, 2024.

**FALL CONFERENCE (2024)** – Andrew Pappas

Andrew reported the Fall Conference will be held at the Monroe Convention Center in Bloomington. The conference dates are September 23 to 25, 2024. He is contacting Sylvia Garrison for assistance.

### **OLD BUSINESS**

During an Indiana Department of Health visit to the Brown County Health Department, Jennifer Heller requested information on rules around lobbying and advocacy during the legislative session. Amy Kent, Deputy Health Commissioner and Chief Strategy Officer provided information that Tami distributed to the Board. Jennifer asked that Board members review it for discussion at the January meeting.

### **NEW BUSINESS**

Jennifer Heller stated that NEHA sent a request for a \$10 donation to their NEHA/AAS Scholarship Program for students. There was discussion. Ed Norris made a motion that IEHA donate \$100 to NEHA/AAS Scholarship Program, with approval from the IEHA Treasurer; it was seconded by Stephanie Cain and passed unanimously. Gretchen will send the donation to NEHA.

Krista Click thanked Jennifer Heller for her guidance and accomplishments as the IEHA President in 2023.

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

#### **NORTHWEST CHAPTER** – Patty Nocek and Karen Teague

Patty and Karen reported the last meeting was held on November 30 at the Journeyman Distillery in Porter County. The owner/distiller provided a tour of the operations and discussed the technology used in the process. Lynette Schrowe, IDEM, will be presenting the What's in your Neighborhood GIS tool to one of the Northwest Chapter meetings in early 2024.

#### **NORTHEAST CHAPTER** – Nicole Corwin

Nicole reported the last meeting was held on November 16 in Kosciusko County at the Boat House. There were approximately 20 in attendance. There were two presentations – Lauren Hirschel, US EPA presenting on “Arsenic Contamination in Drinking Water in Rochester, IN” and Karen Richey, Purdue Extension Marshall and Shannon Shepherd, Kosciusko County presenting on “Serv Safe”. Chapter members made a donation to the Beaman Home that provides shelter, education and confidential services to survivors of domestic violence and sexual assault. The next meeting is scheduled for December 21, 2023 in LaGrange County with a tour of an Amish Country Dairy Farm. The Chapter is donating to The Clothes and Food Basket of LaGrange County. The January 2024 meeting will be held in Miami County. Date and time TBD.

#### **WABASH VALLEY CHAPTER** – Ed Norris

Ed reported the last meeting was held on December 7, 2023 at the Purdue Global building in West Lafayette. This was the Chapter Christmas gathering and annual toy drive for Operation Toy Box. Professor Amanda Deering, Purdue University, spoke about the new research in produce safety including discoveries that pathogens can enter fruit via their seed and not just on the external surfaces. Meeting dates and locations for 2024 were selected at this meeting. The next meeting is scheduled for February 1, 2024 in Boone County.

**EAST CENTRAL CHAPTER** – Stephanie Cain

Stephanie reported the last meeting was held on December 14, 2023 at Wolfie's in Pendleton. Naomi and Jay Brown from Adams Environmental presented on utilizing GPS for a lateral layout inspection of septic systems. This new technology is somewhat expensive; however, it saves time. There were 20 in attendance. Each attendee was asked to bring an unwrapped toy for Toys for Tots. The Chapter presented Sharon Breckenridge with a retirement basket. The next meeting is scheduled for January 25, 2024 in Hancock County.

**WEST CENTRAL CHAPTER** – Lisa Chandler for Mandy Bales (Allison McCarty 2024)

Lisa reported the last meeting was held on December 14, 2023 at the Inn at DePauw University. Lynette Schrowe, IDEM, presented the What's in your Neighborhood GIS tool. The 2024 Chapter Officers and Committee Representatives were elected.

**SOUTHERN CHAPTER** – Jennifer Heller for Matt Baker

Jennifer reported the Southern Chapter met jointly with the Southeastern Chapter on November 30, 2023 at the Clifty Falls State Park. Speakers were Michelle Matern (Regional PH Administrators Roles), Sharon Pattee (Food Sanitation) and Julia Hayes (Holding Tank Rules).

**SOUTHEASTERN CHAPTER** – Beth Bowlen

Beth reported the Southern Chapter met jointly with the Southeastern Chapter on November 30, 2023 at the Clifty Falls State Park. Speakers were Michelle Matern (Regional PH Administrators Roles), Sharon Pattee (Food Sanitation) and Julia Hayes (Holding Tank Rules).

**CENTRAL CHAPTER** – Reba Taylor-Hill

Reba reported the last meeting was held on December 13, 2023 at the IDEM Shadeland Offices. There were 12 in attendance. This was the Chapter holiday gathering. Myra McShane, IDEM Emergency Response Team, presented an overview of the IDEM Emergency Response Program. The next meeting is scheduled for February 22, 2024 at the Hamilton County Health Department in Noblesville. Stop the Bleed and Narcan Training will be provided.

Hearing no other business to come before the Board, Jennifer Heller entertained a motion to adjourn the meeting. Reba Taylor-Hill moved that the meeting be adjourned; it was seconded by Ed Norris and passed unanimously. The meeting adjourned at 11:10 am.

Submitted by:

Lisa Chandler, Secretary  
Tami Barrett, Board Secretary