

Indiana Environmental Health Association, Inc. Executive Board Meeting Minutes of the May 19, 2023, meeting.

NEXT MTG DATE: Friday, June 16, 2023 – 10:30 am

LOCATION: IDOH Building in 3rd 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
President and NEHA Liaison – Jennifer Heller*
President-Elect – Krista Click*
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
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 May 19, 2023, Indiana Environmental Health Association, Inc. Executive Board Meeting.

The Executive Board meeting was called to order at 10:31 am by President-Elect Krista Click

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

Holley Rose – Past President, Awards Committee Chair & Southeastern Chapter Rep.
Jennifer Heller, President & NEHA Liaison*
Krista Click, Vice President*
Lisa Chandler – Secretary*
Gretchen Quirk – Treasurer (2023/2024)*
Stephanie Cain – East Central Chapter*
Reba Taylor-Hill – Central Chapter Rep.*
Matt Baker – Southern Chapter Rep*
Beth Bowlen – Southeastern Chapter Rep.*
Karen Teague – Northwest Chapter Rep*
Nicole Corwin – Northeast Chapter Rep.* (via phone)
Ed Norris – Wabash Valley Chapter Rep.* & Publications Committee Chair
Jason Ravenscroft – Membership Committee & Website Committee Chair
JoAnn Xiong Mercado - Food Protection Committee Co-Chair
Jeff Corder – TAHP Committee Chair
Sara Suisman for Kim Irwin – IPHA Liaison
Doug Mathis – Auditor & NACCHO Liaison
Sharon Pattee – IDOH Liaison
Tami Barrett – Board Secretary

Those not attending:

Andrew Pappas, Vice President*
Matthew Herrick – Auditor
Mandy Bales – West Central Chapter Rep.*
Jennifer Asbury – COPED Committee Chair
Mike Sutton – Nominations Committee Chair
Karl Glaze - Indiana Onsite Wastewater Professionals Association (IOWPA) Liaison
Amanda Lahners – Wastewater Management Committee Co-Chair
Kacie Schenck – General Environmental Health Services Committee Chair
Abigail McInturff - Food Protection Committee Co-Chair
Denise Derrer – BOAH Liaison
Amanda Deering – IAFP Liaison
Lynette Schrowe – IDEM 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

Krista Click asked for comments or corrections to the March 17, 2023 minutes. Hearing none, she stated the minutes are accepted as presented.

TREASURER'S REPORT – Gretchen Quirk

Current **April** Budget Report

The BMO Harris Checking Account balance is \$28,777.07

The BMO Harris Savings Account balance is \$4,613.06

The Fall Conference Account balance is \$13,368.46 (last bank statement)

The Capital Fund (30-month CD) balance is \$30,270.45 (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 \$4,113.06 (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)

Krista Click stated the April Treasurer's Report is filed subject to audit.

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

Doug stated they still need books from Southeast, Wabash Valley and Northwest Chapters to audit.

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's complimentary membership was processed for 2023. 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 2023 IEHA Delegate to IAFP)

NOTE: The IAFP AEC is July 16 to 19, 2023 in Toronto, Canada.

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

Doug reported the NACCHO AEC is scheduled for July 7 to 10, 2023 in Denver, Colorado. The theme is Elevating Public Health Practice Today and Tomorrow. In-person registration is closed but virtual registration is available.

INDIANA PUBLIC HEALTH ASSOCIATION (IPHA) LIAISON – Sara Suisman for Kim Irwin

Sara reported IPHA is communicating about the successful legislation around the Governor's Public Health Commission recommendations.

NATIONAL ENVIRONMENTAL HEALTH ASSOCIATION (NEHA) LIAISON – Jennifer Heller

(NOTE: Jennifer Heller's NEHA dues have been paid by the Brown County Health Department (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. Jennifer Heller is the 2023 IEHA Liaison to NEHA.)

Jennifer reported the NEHA AEC is July 31 to August 3, 2023, in New Orleans, Louisiana. There will be five networking events at the conference, including a poster presentation. NEHA is offering a Free Environmental Health and Land reuse course online; a new guide to taking a "Health in All policies" approach to Public Health Preparedness; and a new guide on Aquatic Facility Environments Data. There are Lyme Disease resources compiled on the website. Looking for nominees for the diversity and inclusion awareness award.

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

INDIANA DEPARTMENT OF HEALTH (IDOH) LIAISON – Sharon Pattee

Sharon reported that Angelo Soto is the new Emergency Preparedness Division Director. Dr. Box, State Health Commissioner, is retiring this month. Ivy Tech and IDOH Food Protection have developed a new training on Special Process which will be offered in May and again in October. IDOH Food Protection is hosting a Home-Based Vendor virtual training for LHDs on June 2 and is re-developing standardization for inspectors.

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

COMMITTEE REPORTS

AWARDS COMMITTEE – Holley Rose

Holley reminded everyone that the Award nomination applications are due July 15, 2023. She is working on a draft e-mail to the Chapter Reps to encourage every Chapter to submit at least one nomination for each award. Tami will send the last Spring and Fall Conference attendance sheets to Chapter Reps as this information is needed to complete the Harry E. Werkowski Chapter Award.

COMMITTEE ON PROFESSIONAL EDUCATION and DEVELOPMENT (COPEd) – Jennifer Asbury –
NO REPORT

NOTE: COPEd available is \$4,113.06.

MEMBERSHIP COMMITTEE – Jason Ravenscroft

There are currently 375 active paid members. The Committee met on May 2 and will meet again on June 6.

NOMINATIONS COMMITTEE – Mike Sutton – NO REPORT

NOTE: 2024 Officers were set at the Spring Conference. No ballots needed this year.

PUBLICATIONS COMMITTEE – Ed Norris

Ed stated the deadline for articles for the Summer Journal is end of July.

FOOD PROTECTION COMMITTEE – JoAnn Xiong Mercado & Abigail McInturff – Co-Chairs

JoAnn reported the next meeting is tentatively set for June 22 with a field trip to the N.K. Hurst Company in Zionsville. If attending a waiver must be signed in advance. JoAnn presented her ethnic training resource at the Nevada Environmental Health Association Conference.

WASTEWATER MANAGEMENT COMMITTEE – Alice Quinn & Amanda Lahners - Co-Chairs – NO
REPORT

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

Jason reported the Committee is working on fall conference speakers.

TERRORISM AND ALL-HAZARDS PREPAREDNESS COMMITTEE – Jeff Corder

Jeff reported the Committee held a seminar on May 17 in Plainfield. There were 40 in attendance. The Committee is working on fall conference speakers.

WEBSITE COMMITTEE (formerly the INFORMATION TECHNOLOGY (IT) COMMITTEE – submitted by Jason Ravenscroft – **NO REPORT**

SPRING CONFERENCE (2023) – Andrew Pappas – **NO REPORT**

NOTE: Still collecting some outstanding registration checks.

FALL CONFERENCE (2023) – Krista Click

Krista reported the IEHA Fall Educational Conference is set for September 25, 26 & 27, 2023, at the Horizon Convention Center in Muncie. Sponsorship information has been distributed and Infiltrator Technologies has already sent a check for \$2,500.

STRATEGIC PLAN UPDATES – Jennifer Heller

The draft Strategic Plan for 2023 to 2026 was distributed to the Board for approval. After some discussion, Krista Click entertained a motion for approval of the plan as distributed. Jennifer Heller made the motion for approval, it was seconded by Holley Rose and approved unanimously. The plan will be posted to the website.

OLD BUSINESS

The draft Equity, Diversity and Inclusion Policy was distributed to the Board for approval. After some discussion, Krista Click entertained a motion for approval of the policy as distributed. Ed Norris made the motion for approval, it was seconded by Jason Ravenscroft and passed unanimously. The policy will be posted to the website.

NEW BUSINESS

Jennifer Heller suggested offering a retired member registration for future Spring Conferences.

Gretchen Quirk reported that Wild Apricot is raising prices and it is only \$650 per year for plans with under 500 contacts. This would be a savings if the Association would change plans. It was determined that there are over 500 contacts in the database. This discussion was tabled for the June meeting so that Jason Ravenscroft can check to see if the archived and lapsed contacts count toward the 500.

Gretchen Quirk asked for Board approval for her sign a letter of support as Treasurer of the Association for an IUPUI research project. After discussion, Krista Click entertained a motion for approval. Jason Ravenscroft made the motion for approval, it was seconded by Ed Norris and passed unanimously. Gretchen will share the letter with Tami to distribute to the Board members for awareness.

NEW BUSINESS (continued)

Jennifer suggested the COPED scholarship be increased to \$250. There is currently no cap on the COPED scholarship amounts awarded. It is based on the number of scholarships received and the amounts requested. No action was taken.

Jason Ravenscroft requested that Donna Kueber receive a Lifetime Membership to be awarded at the upcoming Fall Conference. Holley Rose made the motion, it was seconded by JoAnn Mercado and passed unanimously.

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

NORTHWEST CHAPTER – Karen Teague

Karen reported the last meeting was held on March 23, 2023, at 11:30 am at Fiesta Tapatia in Granger. Brett Davis, St. Joseph County Health Department, spoke on the implementation and successes of the new mosquito control program. The next meeting is scheduled for June 22 in La Porte County at Healthcare Foundation of La Porte at 9:30 am Central time. The speaker will be Sharon Pattee, IDOH, and her topic will be brewery inspections.

NORTHEAST CHAPTER – Nicole Corwin

Nicole reported the last meeting was May 18, 2023, in Jay County at the Portland Fire Station. There were 16 members in attendance. Steve Yearly, IDOH, spoke on swimming pools and Rick Bayne, Disney-McLane & Associates, spoke on backflow and back-siphonage prevention in food establishments and other public places. The next meeting will take place in June in Huntington County and will be the summer outing.

WABASH VALLEY CHAPTER – Ed Norris

Ed reported the last meeting was April 6, 2023, in Logansport. There was a tour of Foppers Gourmet Pet Bakery, followed by a business meeting and tour of the new Cass County Health Department facility. Lunch was provided by the Cass County Health Department. Planning continues for the next virtual foods safety training to be held on June 7 with an exciting agenda. The next meeting is scheduled for June 1 in Lafayette with members helping at Food Finders Food Bank re-packing food items for distribution.

EAST CENTRAL CHAPTER – Stephanie Cain

Stephanie reported the next meeting is scheduled for May 25, 2023, in Greensburg at the Tree City Brewing Company.

WEST CENTRAL CHAPTER – Lisa Chandler for Mandy Bales

Lisa reported the next meeting is scheduled for June 15, 2023, at the Sullivan County Extension Office. There will be a speaker from the county discussing the post tornado efforts they dealt with as far as emergency response, foods, septic, and other public health issues. The business meeting and lunch will be held at the Meier Winery & Vineyard. There will also be a short tour of the winery.

SOUTHERN CHAPTER – Matt Baker – **NO REPORT**

SOUTHEASTERN CHAPTER – Beth Bowlen

Beth reported the last meeting was held jointly with the Southern Chapter on April 19 in Harrison County. The next meeting is scheduled to be in Columbus at Cummins Engine. The Chapter is requesting permission to use the IEHA logo on t-shirts. Jason Ravenscroft made a motion for approval, it was seconded by Ed Norris and passed unanimously.

CENTRAL CHAPTER – Reba Taylor-Hill

Reba reported the Chapter is very close to filling the President position.

Hearing no other business to come before the Board, Krista Click entertained a motion to adjourn the meeting. Reba Taylor-Hill moved that the meeting be adjourned so she can eat lunch; it was seconded by Ed Norris and passed unanimously. The meeting adjourned at 11:20 am.

Submitted by:

Lisa Chandler, Secretary
Tami Barrett, Board Secretary