

Indiana Environmental Health Association, Inc. Executive Board Meeting Minutes of the November 17, 2023, meeting.

NEXT MTG DATE: Friday, December 15, 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 – 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 * - Patty Nocek (2024)

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 November 17, 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*
Zak McKinley, Vice President (2024)
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 Rep 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
Jason Ravenscroft – Membership Committee & Website Committee Chair
Mike Sutton – Nominations Committee Chair (via phone)
Doug Mathis – Auditor & NACCHO Liaison
Allison Aultman for Kim Irwin – Indiana Public Health Association (IPHA)
Tami Barrett – Board Secretary

Those not attending:

Matthew Herrick – Auditor
Matt Baker – Southern Chapter Rep*
Mandy Bales – West Central Chapter Rep.*
Abigail McInturff - Food Protection Committee Co-Chair
Kacie Schenck – General Environmental Health Services Committee Chair
Amanda Lahners – Wastewater Management Committee Co-Chair
Jeff Corder – TAHP Committee Chair
Jennifer Asbury – COPED Committee Chair
Karl Glaze - Indiana Onsite Wastewater Professionals Association (IOWPA) Liaison
Amanda Deering – IAFP Liaison
Denise Derrer – BOAH Liaison
Sharon Pattee – IDOH 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

Jennifer Heller asked for comments or corrections to the October 20, 2023 minutes. Hearing none, she stated the minutes are accepted as presented.

TREASURER'S REPORT – Gretchen Quirk

Current **October** Budget Report

The BMO Harris Checking Account balance is \$22,416.37

The BMO Harris Savings Account balance is \$4,026.37

The Fall Conference Account balance is \$ _____

The Capital Fund (30-month CD) balance is \$30,330.40 (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 \$3,526.87 (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 October Treasurer's Report is filed subject to audit.

AUDITORS – Matthew Herrick & Doug Mathis (Shalei Hunt – 2024) – **NO REPORT**

Doug requested the list of Chapter Treasurer's with e-mail addresses. Tami will send him the list.

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 2023 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 – **NO REPORT**

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

Allison reported that the IPHA Celebration and Awards Event is scheduled for November 30 from 11 am to 1 pm at the Ritz Charles in Carmel.

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 she is a member of the NEHA Preparedness Committee.

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

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

The Lead Division now has a recall page on their website. This recall page contained items with excessive lead that are a risk to children. <https://www.in.gov/health/lead-and-healthy-homes-division/recalls/>

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

COMMITTEE REPORTS

AWARDS COMMITTEE – Holley Rose – Jennifer Heller (2024)

Holley reminded everyone that award nomination applications are due July 15, 2024.

COMMITTEE ON PROFESSIONAL EDUCATION and DEVELOPMENT (COPED) – Tami Barrett for
Jennifer Asbury

The current COPED available is \$3,526.87.

MEMBERSHIP COMMITTEE – Jason Ravenscroft

Jason reported there are currently 407 active members. The option for full time students to sign up for a free one-year membership is now on the website. He will update them to regular student members at the end of the year so they get a renewal notice (\$20) the following year. The Membership Committee is scheduled meet again on December 5 at 10:00 am.

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 Fall/Winter Journal has been posted to the website. 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. Melissa Ackerman presented on “Foodborne Contaminants and their Microworld? The grant that the Committee was working on to host a conference in 2024 to work on the 410 IAC 7-26 food code could not be uploaded in time for consideration. Election of the 2024 Co-Chairs will happen before the end of the year.

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) – Kacie Schenck – **NO REPORT**

TERRORISM AND ALL-HAZARDS PREPAREDNESS COMMITTEE – submitted by Jeff Corder

Jeff reported the next meeting is scheduled for December 13 at 10:00 am via Teams. 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. More information will be provided closer to the class date. IDHS has created a statewide eclipse planning tabletop exercise for groups to plan.

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

FALL CONFERENCE (2023) – Krista Click

Krista thanked everyone who attended the Fall Conference to make it a success. There are a few checks still to be collected - notifications have been made and follow-ups will be made.

SPRING CONFERENCE (2024) – Zak McKinley

Zak reported the Spring Conference will be held at Valle Vista on April 25, 2024. He has not yet signed the contract but will be in contact with them before the end of the year to nail down the date. He has speakers on food, backflow and dog bites at this point. Please send him info on speakers for consideration.

FALL CONFERENCE (2024) – Andrew Pappas

Andrew is looking at the Monroe Convention Center in Bloomington for the 2024 Fall Conference. The conference dates are September 23 to 25, 2024.

OLD BUSINESS

Amanda Deering, IAFP Liaison, sent a letter from IAFP's Student Professional Development Group (SPGD) asking if IEHA would be interested in sponsoring one of their student virtual events for the 2023-2024 period. These sponsorships typically range from \$50 to \$200, but they would appreciate any level of support. Jennifer Heller reached out to Tyler Chandross-Cohen at IAFP for additional information. He stated that donations will fund student-led events that play a pivotal role in the IAFP mission. There was additional discussion. Gretchen Quirk made a motion that IEHA donate \$200 to IAFP for the SPDG, it was seconded by Ed Norris and passed unanimously.

NEW BUSINESS

Gretchen Quirk presented the proposed 2024 draft budget for Board review and approval. Committee line items were increased from \$125 to \$200. Krista Click made a motion that the proposed budget be approved, it was seconded by Ed Norris and passed unanimously.

Jennifer Heller asked the Board members to think about the possibility of hiring a lobbyist to help local health departments during the upcoming legislative session.

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

NORTHWEST CHAPTER – Karen Teague

Karen reported the next meeting is scheduled for November 30 at the Journeyman Distillery in Porter County. The owner/distiller will provide a tour of the operations and will be discussing the technology used in the process.

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 22 in LaGrange County with a tour of an Amish Country Dairy Farm.

WABASH VALLEY CHAPTER – Ed Norris

Ed reported the next meeting is scheduled for December 7 at the Purdue Global building in West Lafayette. This will be the Chapter Christmas gathering and annual toy drive for Operation Toy Box. Professor Amanda Deering, Purdue University, will be the speaker. Meeting dates and location for 2024 will be decided at this meeting. 2024 Chapter Officers have been determined however some of the Committee representatives are yet to be appointed.

EAST CENTRAL CHAPTER – Stephanie Cain

Stephanie reported the next meeting is scheduled for December 14 at Wolfie’s in Pendleton.

WEST CENTRAL CHAPTER – Lisa Chandler for Mandy Bales

Lisa reported the last meeting was October 19 at The Terminal in Terre Haute. Katie Mundy and Chelsea Willis, Vigo County Health Department, presented about Lead Risk Assessment. The business meeting and lunch was held at the same location. The next meeting will be held in Putnam County. Election of 2024 officers will be held at this meeting.

SOUTHERN CHAPTER – Jennifer Heller for Matt Baker

Jennifer reported the Southern Chapter will meet jointly with the Southeastern Chapter on November 30 at the Clifty Falls State Park. Speakers will be Michelle Matern, Sharon Pattee and Julia Hayes.

SOUTHEASTERN CHAPTER – Beth Bowlen

Beth reported the Southeastern Chapter will meet jointly with the Southern Chapter on November 30 at the Clifty Falls State Park. Speakers will be Michelle Matern, Sharon Pattee and Julia Hayes.

CENTRAL CHAPTER – Reba Taylor-Hill

Reba reported the next meeting is scheduled for December 13 at the IDEM Shadeland Offices. The Chapter will provide sweet treats for all attendees. A presentation from on scene coordinators for emergency response and local health department collaboration is being planned.

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IEHA Executive Board Meeting
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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 11:05 am.

Submitted by:

Lisa Chandler, Secretary
Tami Barrett, Board Secretary