

Indiana Environmental Health Association, Inc. Executive Board Meeting Minutes of the July 13, 2018 meeting.

NEXT MTG DATE: Friday, August 17, 2018 – 1:00 pm (note change in time)

LOCATION: ISDH Building, **3rd Floor Yoho Board Room**
AGENDA: Chapter and Committee Reports/Old and New Business

FROM: Kelli Whiting - Secretary
Tami Barrett – Board Secretary

TO: **OFFICERS**

Past President and Awards Committee Chair – Patty Nocek*
President and NEHA Liaison – Jason Ravenscroft*
President-Elect – JoAnn Xiong Mercado*
Vice President – Jammie Bane*
Treasurer – Gretchen Quirk (2017/18)*
Secretary and Nominations Committee Chair – Kelli Whiting*

CHAPTER REPRESENTATIVES

Reba Taylor-Hill – Central Chapter *
Jennifer Rugenstein – Southern Chapter*
Todd Webb – Southeastern Chapter *
Lisa Harrison – West Central Chapter*
Ed Norris – Wabash Valley Chapter *
Joe Rakoczy – Northeast Chapter*
Stephanie Cain – East Central Chapter *
Karen Flanigan – Northwest Chapter *

OTHERS

Jennifer Warner & Tara Renner – Auditors
Ellis Hansotte – Committee on Professional Education and Development (COPEd)
Jay Hanko – IDEM Liaison
Ed Norris – Publications Committee Chair
Margaret Voyles - Membership Committee Chair & Website Committee Chair
Amanda Deering – International Association for Food Protection (IAFP) Liaison
Jason Ravenscroft – National Environmental Health Association (NEHA) Liaison
Emme Lohr – Indiana Onsite Wastewater Professionals Association (IOWPA) Liaison
George Jones – Indiana State Department of Health (ISDH) Liaisons
Denise Derrer – Board of Animal Health (BOAH) Liaison
Doug Mathis – National Association for County and City Health Officials (NACCHO) & Indiana Public Health Association (IPHA) Liaison
Jennifer Asbury and Lisa Chandler – Co-Chairs - Food Protection Committee
Elizabeth Bowman – General Environmental Health Services Committee Chair
Jennifer Rugenstein and Jason LeMaster, Co-Chairs - Terrorism and All-Hazards Preparedness
Alice Quinn – Wastewater Management Committee Chair
Vacant – Parliamentarian
Tami Barrett – Board Secretary

Minutes of the July 13, 2018 Indiana Environmental Health Association, Inc. Executive Board Meeting. The Executive Board meeting was called to order at 10:10 am by President Jason Ravenscroft.

Those attending all or part of the meeting:

Patty Nocek – Past President * & Awards Committee Chair
Jason Ravenscroft – President*
JoAnn Xiong Mercado – President-Elect*
Kelli Whiting – Secretary* & Nominations Committee Chair
Tara Renner – Auditor
Jennifer Warner – Auditor
Stephanie Cain – East Central Chapter*
Lisa Harrison – West Central Chapter Rep.*
Joe Rakoczy – Northeast Chapter Rep.*
Ed Norris – Wabash Valley Chapter Rep.* & Publications Committee Chair
Lisa Chandler, Co-Chair – Food Protection Committee
Amanda Deering – IAFP Liaison
Jennifer Rugenstein– Southern Chapter Rep* and Co-Chair – TAHP Committee Chair

Those not attending:

Jammie Bane – Vice President*
Gretchen Quirk – Treasurer (2017/2018)*
Reba Taylor-Hill – Central Chapter Rep.*
Todd Webb – Southeastern Chapter Rep.*
George Jones – ISDH Liaison
Jennifer Asbury, Co-Chair – Food Protection Committee
Karen Flanigan – Northwest Chapter Rep.*
Jay Hanko – IDEM Liaison
Denise Derrer – BOAH Liaison
Emme Lohr - Indiana Onsite Wastewater Professionals Association (IOWPA) Liaison
Elizabeth Bowman – General Environmental Health Services Committee Chair
Jason LeMaster – Co-Chair – Terrorism and All Hazards Committee
Doug Mathis – NACCHO/IPHA Liaison
Ellie Hansotte – Committee on Professional Education and Development (COPEd) Chair
Margaret Voyles – Membership Committee Chair and Website Committee Chair
Tami Barrett – Board Secretary
Vacant – Parliamentarian

*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 – Kelli Whiting/Tami Barrett – **NO REPORT**

TREASURER'S REPORT – Gretchen Quirk – **NO REPORT**

AUDITORS – Tara Renner and Jennifer Warner – **NO REPORT**

LIAISON REPORTS

BOARD OF ANIMAL HEALTH (BOAH) LIAISON – Denise Derrer

The ISDH has reported out one case of H3N2v influenza A in a person with pig exposure at a county fair. BOAH continues to remind fair organizers to maintain good public health practices in and around livestock and poultry exhibits. Pro-active steps include providing handwashing stations near barn exits and signage/messaging to encourage visitors to wash their hands after visiting the animal exhibits.

INTERNATIONAL ASSOCIATION FOR FOOD PROTECTION (IAFP) LIAISON – Amanda Deering
(NOTE: 2018 Complimentary Membership for Jason Ravenscroft has been processed (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 2018 IEHA Delegate to IAFP.)

Amanda Deering attended the IAFP AEC will be in Salt Lake City, Utah from July 8 to 11, 2018. There were 50 Indiana attendees. There was discussion on increasing membership by going to community colleges and universities.

NATIONAL ENVIRONMENTAL HEALTH ASSOCIATION (NEHA) LIAISON – Jason Ravenscroft – **NO REPORT**

(NOTE: 2018 Membership for Jason Ravenscroft has 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. Jason Ravenscroft is the 2018 Liaison to NEHA.)

NATIONAL ASSOCIATION OF COUNTY & CITY OFFICIALS (NACCHO) & INDIANA PUBLIC HEALTH ASSOCIATION (IPHA) LIAISON – Doug Mathis – **NO REPORT**

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT (IDEM) LIAISON – Jay Hanko – **NO REPORT**

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

INDIANA ONSITE WASTEWATER PROFESSIONALS ASSOCIATION (IOWPA) LIAISON – Jason Ravenscroft for Emme Lohr

Jason reported there will be a field day in August. The new IOWPA Director is Jane Breeding.

COMMITTEE REPORTS

AWARDS COMMITTEE – Patty Nocek

Patty reminded all that award nomination applications are due July 15, 2018.

COMMITTEE ON PROFESSIONAL EDUCATION and DEVELOPMENT (COPEd) – Ellie Hansotte – The announcement and application for Fall Conference scholarships is posted to the website.

MEMBERSHIP COMMITTEE – Margaret Voyles

Currently there are 346 active members. 92 memberships have lapsed.

NOMINATIONS COMMITTEE – Kelli Whiting

State Officers for 2019 are: Holley Rose, Vice President; Lisa Chandler, Secretary; Gretchen Quirk, Treasurer (2019/2020); and Jennifer Warner and Tara Renner, Auditors. No ballots required prior to the Fall Conference.

PUBLICATIONS COMMITTEE – Ed Norris

The Summer Journal is now posted to the website. The deadline for articles for the Fall Journal is November 1, 2018.

FOOD PROTECTION COMMITTEE – submitted by Jennifer Asbury and Lisa Chandler – Co-Chairs

The last meeting was held June 28 at the IDEM Shadeland Office. Mr. Mark Straw, Executive Administrator for the Indiana State Egg Board, spoke to the group about regulations of chicken eggs. Sharon Farrell, ISDH, gave updates including some dates and locations of three upcoming regional training seminars. Fall Conference Food Breakout Session speakers were discussed and a draft agenda for those speakers was shared. Voting members approved via email to use FPC's \$125 to purchase gas cards as a thank you to Fall Conference speakers.

The next meeting is scheduled for August 30 but will need to be cancelled. Jennifer Asbury and Lisa Chandler both will be attending the FDA Central Region Conference in Louisville, KY during the same time. An alternate meeting in August may be scheduled. Meeting dates for the remainder of the year are: October 30 in Fulton County, November 8 in Hendricks County, and November 14 in Jasper County.

WASTEWATER MANAGEMENT COMMITTEE – Jason Ravenscroft for Alice Quinn

The last meeting was June 14. The Committee is finalizing Fall Conference concurrent session speakers. There will be a field trip

GENERAL ENVIRONMENTAL HEALTH SERVICES COMMITTEE (includes Legislation and Environmental Health Outreach Subcommittee (formerly Safe Water Committee) – submitted by Elizabeth Bowman

The next meeting is scheduled for August 15 at 11:00 am at the IDEM Shadeland Office. There are flyers on the website requesting poster abstracts for the Fall Conference, as well as photo contest submission forms.

TERRORISM AND ALL-HAZARDS PREPAREDNESS COMMITTEE – Jennifer Rugenstein and Jason LeMaster - Co-Chairs

The Committee has sponsored trainings for over 50 participants from various backgrounds.

WEBSITE COMMITTEE (formerly the INFORMATION TECHNOLOGY (IT) COMMITTEE – Margaret Voyles

Star Chapter reached out to Jason regarding changing companies. When asked for a quote there was no response. There would be an upfront cost but monthly fees would be lower. Jason and Patty stated they are not in favor of changing as the current system is meeting our needs.

CONSTITUTION & BYLAWS AD-HOC COMMITTEE – Jason Ravenscroft

Margaret Voyles sent the e-ballot for the 2nd approval of the Constitution and By-Laws that were approved at the 2018 Spring Conference.

SPRING CONFERENCE (2018) – Jammie Bane – **NO REPORT**

FALL CONFERENCE (2018) – JoAnn Xiong Mercado

(NOTE: The Fall Conference will be held in Evansville from September 24 to 26, 2018 at the Old National Events Plaza, 715 Locust Street, Evansville. The room rate is \$93 at the Double Tree. Parking is free at the convention center.)

JoAnn distributed a draft agenda for comment. Currently there are three sponsors and exhibitors. There was discussion about the \$93 room rate at the DoubleTree. JoAnn asked for permission for the DoubleTree to use the IEHA logo on the website to advertise the conference. Ed Norris made a motion to allow the DoubleTree to use the IEHA logo for advertisement purposes, it was seconded by Patty Nocek and passed unanimously.

OLD BUSINESS

Jason Ravenscroft distributed a list of strategic plan goals. He asked the Board to pick three of the ten items listed for action.

NEW BUSINESS

Patty reported that she will no longer be the keeper of the IEHA Facebook page as of January 2019.

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

NORTHWEST CHAPTER – submitted by Karen Flanigan

The next meeting is scheduled for August 16, 2018. There will be a tour of Metro Recycling, 2155 West Lincolnway in Valparaiso. A lunch meeting will follow at Da Portable Rican, 2556 Portage Mall in Portage.

NORTHEAST CHAPTER - submitted by Joe Rakoczy

In May, the chapter met at the Kosciusko County Health Department for a tour and hands-on demonstration of the certified lab. Info was presented on how to properly collect samples for testing and timelines for shipments to the ISDH lab for analysis. 24 members were in attendance with three guests.

In June, the chapter met at the Cook's Bison Ranch in LaGrange County. The speakers were Howard Lemaster, Senior Criminal Investigator, IDEM and Sharon Farrell, ISDH Food Protection. A lunch and a tour of the ranch was provided by Cook's. 24 members were in attendance.

The Chapter is planning on selling t-shirts and sweatshirts as a fundraiser for projects within our chapter. The company that is handling our project found a discrepancy with the IEHA logo and the State of Indiana logo, specifically with the placement of the stars and the direction of the flame on the torch. Also, the new logo will be digitized so that it will be available to all Chapters.

The Chapter plans to set up a display at the Fall Conference registration table. A member of the chapter will staff it. We are planning on taking pre-orders and that info should be out to all chapters within the next couple of months.

Our next chapter meeting will be held at the Fall Conference in September. The chapter voted not to hold a meeting prior to fall conference due to budgetary constraints on travel for many of the counties. We are planning on holding a meeting on Sunday evening before the start of the conference. Election of officers for 2019 year will be held at that time.

WABASH VALLEY CHAPTER – submitted by Ed Norris

The last meeting was held on June 7 in Carroll County. There was a tour of the renovated Delphi Opera House originally built in 1865. Following the business meeting, members had lunch at the Stone House Restaurant. The next meeting is scheduled for August 23 in Cass County.

EAST CENTRAL CHAPTER – submitted by Stephanie Cain

The last meeting was June 28 in Shelbyville. Joanna Woodruff, Indiana Land Trust, led the tour and service project – pulling weeds up the trails. The woods are 48 acres of virgin woods bought in 1857 by John Meltzer and have remained untouched. It was sold by the Meltzer family to the Central Indiana Land Trust. It is one of only 12 virgin woods remaining in the state. The next meeting will be in August.

WEST CENTRAL CHAPTER – submitted by Lisa Harrison

The last meeting was June 14 at the Putnam County Courthouse in Greencastle. Jeannette McGavic, ISDH, will present on vector control and Brock Jones, IDEM, will present on open burning. Lunch and the business meeting will follow at the Tap House 24.

SOUTHERN CHAPTER – submitted by Jennifer Rugenstein

The Chapter is finalizing Fall Conference speakers.

SOUTHEASTERN CHAPTER – submitted by Todd Webb – **NO REPORT**

CENTRAL CHAPTER – submitted by Reba Taylor-Hill

The last meeting was June 20 with a tour at Endangered Species. The next meeting is scheduled for July 18 at Three Wisemen. The speaker from the Hoosier Environmental Council will talk about CAFOs.

Jason Ravenscroft entertained a motion to adjourn the meeting. Reba Taylor-Hill moved that the meeting be adjourned; it was seconded by JoAnn Xiong Mercado and passed unanimously. The meeting adjourned at 11:00 am.

Submitted by:

Kelli Whiting, Secretary
Tami Barrett, Board Secretary