

Indiana Environmental Health Association, Inc. **Executive Board Meeting Minutes of the March 19, 2021 meeting.**

NEXT MTG DATE: Friday, May 14, 2021 – 11:00 am

LOCATION: ISDH Building (**Via Microsoft Teams 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 *
Karen Flanigan – 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 – Co-Chair, Wastewater Management Committee & Indiana Onsite Wastewater Professionals Association (IOWPA) Liaison
Amanda Lahners - Co-Chair, Wastewater Management Committee
Lisa Harrison – 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
Amy Ayers & Mariah Allen, 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 – Website Committee Chair
Vacant – Parliamentarian
Tami Barrett – Board Secretary

Minutes of the March 19, 2021 Indiana Environmental Health Association, Inc. Executive Board Meeting.

The Executive Board meeting was called to order at 11:00 am by President Jammie Bane.

Those attending all or part of the virtual meeting:

Jammie Bane – President* and NEHA Liaison
Holley Rose – President-Elect*
Jennifer Heller, Vice President* and Co-Chair, TAHP Committee
Gretchen Quirk – Treasurer (2019/2020)* & (2021/2022)*
Lisa Chandler – Secretary*
Matthew Herrick – Auditor
Catherine Hess – Auditor
Elizabeth Bowman – General Environmental Health Services Committee Chair
Amanda Lahners – Wastewater Management Committee Co-Chair
Mariah Allen - Food Protection Committee Co-Chair
Stephanie Cain – East Central Chapter*
Reba Taylor-Hill – Central Chapter Rep.*
Lisa Harrison – West Central Chapter Rep.* and IDOH Liaison
Nicole Corwin – Northeast Chapter Rep.*
Beth Bowlen – Southeastern Chapter Rep.*
Karen Flanigan – Northwest Chapter Rep.*
Ed Norris – Wabash Valley Chapter Rep.* & Publications Committee Chair
Lynette Schrowe – IDEM Liaison
Kim Irwin – IPHA Liaison
Margaret Voyles – West Central Chapter
Tami Barrett – Board Secretary

Those not attending:

JoAnn Xiong Mercado – Past President and Awards Committee Chair
Amy Ayers, Co-Chair – Food Protection Committee
Alice Quinn – Wastewater Management Committee Chair
Jason Ravenscroft – Membership Committee Chair
Tara Renner – COPED Committee Chair
Mike Sutton – Nominations Committee Chair
Karl Glaze – Southern Chapter Rep.*
Doug Mathis – NACCHO Liaison
Amanda Deering – IAFP Liaison
Denise Derrer – BOAH Liaison
Alice Quinn – Wastewater Management Committee Co-Chair & Indiana Onsite Wastewater Professionals Association (IOWPA) Liaison

*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

Jammie Bane asked for comments or corrections to the February 11, 2021 minutes. Hearing none, he stated the minutes are accepted as presented.

TREASURER'S REPORT – Gretchen Quirk

Current February Budget Report (submitted by Gretchen Quirk)

The BMO Harris Checking Account balance is \$10,390.29.

The BMO Harris Savings Account balance is \$4,435.43.

The Fall Conference Account balance is \$17,981.30 (March bank statement)

The Capital Fund (30-month CD) balance is \$30,068.24 (**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 \$3,935.43 (*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 that the annual taxes have been filed. The Secretary of State report has been renewed.

Jammie stated the February Treasurer's Report is filed subject to audit.

AUDITORS – Catherine Hess & Matthew Herrick

The following books still need to be audited: Northeast Chapter, Wabash Valley Chapter, East Central Chapter and GEHSC.

LIAISON REPORTS

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

BOAH continues to work with the Department of Health to evaluate requests from veterinarians to test specific animals for the SARS-CoV-2 virus. To date, testing has been approved for a dolphin, Capuchin monkey, rat, horse, cat, dog, and Sumatran tiger. Only one sample produced a positive test result, from a Sumatran tiger at the Fort Wayne Children's Zoo.

Planning is underway for counties fairs this summer. As a reminder, the CDC offers guidance for fairs online at: <https://www.cdc.gov/coronavirus/2019-ncov/animals/events-animal-activities.html>

BOAH veterinarian Dr. Melissa Justice is available to consult with LHDs and veterinarians who have questions about the need to test animals for SARS-CoV-2. Her email is: mjustice@boah.in.gov

INTERNATIONAL ASSOCIATION FOR FOOD PROTECTION (IAFP) LIAISON – Amanda Deering – **NO REPORT** (NOTE: Jammie Bane's 2021 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 2021 IEHA Delegate to IAFP.)

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

For anyone unacquainted with NACCHO's Environmental Health programs, they can be viewed on NACCHO.org. Scroll over "Our Work" on the top menu and you'll find "Environmental Health." There are several opportunities to get involved with work groups, such as:

- The Environmental Health Directors and Managers Collaborative
- The Environmental Public Health Workgroup
- But one item I would like to highlight is the Essential Elements of Public Health Blog you can access by scrolling down to the middle of the Environmental Health page, underneath the Programs and Services section. There are four tabs – Our Programs, Get Involved, Policy Statements and Advice Forum. Scroll over the Get Involved tab and click on the plus sign for the Blog. Threads/Resources include:
 - COVID 19 reaching people with disabilities.
 - US EPA's First-Stop-Shop for Chemical Information: The CompTox Chemicals Dashboard.
 - Opportunity for LHDs that Operate or Support Older Adult Fall Prevention Programs
 - Webinars for Acidified Foods and Climate Change, Pollen and Public Health (3/31/21).

NACCHO's Food Safety Workgroup is looking for guidance documents and/or policies for:

- Mobile foods
- Temporary events
- 3rd party delivery services
- Plan reviews

If interested, email foodsafetyinfo@naccho.org.

Lastly, NACCHO's mission is to serve local health departments. It is the only national service organization dedicated exclusively to our work. On the environmental health page, scroll to the bottom of the page and you will find the direct phone numbers and email addresses for the environmental staff.

NACCHO has plenty of opportunities to get involved, and some of the workgroups involve traveling to their offices in DC with their support, pre and post COVID.

INDIANA PUBLIC HEALTH ASSOCIATION (IPHA) LIAISON – Kim Irwin

Kim reported IPHA Conference and Annual Meeting is scheduled for April 9 to 10, 2021 and will be virtual.

NATIONAL ENVIRONMENTAL HEALTH ASSOCIATION (NEHA) LIAISON – Jammie Bane

(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 2021 IEHA Liaison to NEHA.)

Jammie reported that NEHA is holding multiple virtual events this year – April 20 & 21; June 1 & 2; and July 14 & 15. Registration is \$295. Check the website for additional details.

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

INDIANA STATE DEPARTMENT OF HEALTH (ISDH) LIAISON – Lisa Harrison

Lisa reported that IDOH Environmental Public Health has recently issued updated guidance for COVID-19 precautions for public swimming pool operations. This information is now on the website. They are also interviewing for the vacant Environmental Epi position. Jordan Young has taken the Food Protection Program Wholesale Supervisor position as of March 8, 2021.

INDIANA ONSITE WASTEWATER PROFESSIONALS ASSOCIATION (IOWPA) LIAISON – Alice Quinn – **NO REPORT**

COMMITTEE REPORTS

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

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

NOTE: There is currently \$3,935.43 available for scholarships.

MEMBERSHIP COMMITTEE – submitted by Jason Ravenscroft

Jason reported there are currently 362 active paid members.

NOMINATIONS COMMITTEE – Mike Sutton – **NO REPORT**

NOTE: All 2020 State Officers will continue their respective roles in 2021. Krista Click will then start her term as Vice President in 2022. Mike is taking nominations for secretary and auditors for 2022.

PUBLICATIONS COMMITTEE – Ed Norris

Ed reported the deadline for the Spring Journal is the end of March. The Food Protection Committee Newsletter has been put on hold at this point.

FOOD PROTECTION COMMITTEE – Amy Ayers & Mariah Allen – Co-Chairs

Mariah reported the dates for the 2021 meetings are March 18, June 17, August 26 (later due to the state fair) & November 18. They also have a WebEx number for all to use. Unfortunately, IDEM will not allow the Committee to use their conference room for the March 18 meeting. The FPC checking account balance is \$668.26. They did receive their \$125 from the State Treasurer.

WASTEWATER MANAGEMENT COMMITTEE – Amanda Lahners for Alice Quinn – **NO REPORT**

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

Elizabeth reported that Jason is working on the books to submit for auditing. The next meeting is scheduled for April 8, 2021 at 2:00 pm and will be via conference call. There was discussion about SB 5 and HB 1123. These are being watched closely as bills of concern.

TERRORISM AND ALL-HAZARDS PREPAREDNESS COMMITTEE – Jennifer Heller

Jennifer reported the TAHP Committee will hopefully schedule two trainings once the Salmon conference room at the Brown County Office Annex Building is once again open to the public (late summer 2021). Jennifer is taking over the TAHP Committee Treasurer position temporarily.

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

SPRING CONFERENCE (2021) – Jennifer Heller (2020 Conference was cancelled due to COVID-19)

The agenda is almost finalized with two speakers confirmed and a designated hour for committee and chapter presentations on their past events and upcoming events. The business meeting will follow these reports and the conference will end at about 12:30. This will be a virtual conference held via the TEAMS platform.

FALL CONFERENCE (2020) – submitted by Holley Rose (2020 Conference was cancelled due to COVID-19)

The 2021 Fall Conference is currently scheduled for September 20 to 22 in Lawrenceburg. In-person attendance will be re-evaluated in May or June. A few speakers are lined up for the general sessions, i.e. contact tracing COVID through wastewater departments. The WWMC, FPC & GEHSC need to obtain ideas/topics for their respective concurrent sessions.

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

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

NORTHWEST CHAPTER – Karen Flanigan

Karen reported there have been no Chapter meetings due to COVID-19 response and vaccine clinics. The NW Chapter photos have been provided for the 2021 Spring Conference.

NORTHEAST CHAPTER – Nicole Corwin – **NO REPORT**

WABASH VALLEY CHAPTER – Ed Norris

Ed reported the Chapter has not met since the last Board meeting. The next meeting is scheduled for April 8 in Lafayette at the Purdue Extension Office. Following the business meeting, members will be working on a food project for Food Finders Food Bank in Lafayette. The Chapter is also working on a virtual Food Safety training in June. Stay tuned for more details.

EAST CENTRAL CHAPTER – Stephanie Cain – **NO REPORT**

WEST CENTRAL CHAPTER – Lisa Harrison – **NO REPORT**

SOUTHERN CHAPTER – Jennifer Heller for Karl Glaze

Jennifer reported that she provided a presentation on panama at the last virtual meeting in March. Due to no quorum the Chapter took an e-mail vote to pay their webmaster.

SOUTHEASTERN CHAPTER – Beth Bowlen – **NO REPORT**

CENTRAL CHAPTER – Reba Taylor-Hill – **NO REPORT**

Hearing no other business to come before the Board, Jammie Bane entertained a motion to adjourn the meeting. Ed Norris moved that the meeting be adjourned; it was seconded by Jennifer Heller and passed unanimously. The meeting adjourned at 11:40am.

Submitted by:

Lisa Chandler, Secretary
Tami Barrett, Board Secretary