

Indiana Environmental Health Association, Inc. **Executive Board Meeting Minutes of the January 14, 2022 meeting.**

NEXT MTG DATE: Friday, February 11, 2022 – 10:30 am

LOCATION: IDOH 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 – Holley Rose*
President-Elect – Jennifer Heller*
Vice President – Krista Click*
Treasurer – Gretchen Quirk (2021/2022)*
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
L.A. Brown - Indiana Onsite Wastewater Professionals Association (IOWPA) Liaison (July 2021)
Amanda Lahners - Co-Chair, Wastewater Management Committee
Vacant – 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
Mariah Allen & JoAnn Xiong Mercado - Co-Chairs - Food Protection Committee
Kacie Schenck – General Environmental Health Services Committee Chair
Jennifer Heller - Terrorism and All-Hazards Preparedness Chair
Jason Ravenscroft – Website Committee Chair
Vacant – Parliamentarian
Tami Barrett – Board Secretary

Minutes of the January 14, 2022 Indiana Environmental Health Association, Inc. Executive Board Meeting.

The Executive Board meeting was called to order at 1:00 pm by President-Elect Jennifer Heller.

Those attending all or part of the virtual meeting:

Holley Rose – President* and NEHA Liaison
Jennifer Heller, President-Elect* and Chair, TAHP Committee
Krista Click, Vice President
Lisa Chandler – Secretary*
Tara Renner – COPED Committee Chair
Reba Taylor-Hill – Central Chapter Rep.*
Karl Glaze – Southern Chapter Rep*
Nicole Corwin – Northeast Chapter Rep.*
Stephanie Cain – East Central Chapter*
Ed Norris – Wabash Valley Chapter Rep.* & Publications Committee Chair
Jason Ravenscroft – Membership Committee & Website Committee Chair
Kacie Schenck – General Environmental Health Services Committee Chair
JoAnn Xiong Mercado - Food Protection Committee Co-Chair
Doug Mathis – NACCHO Liaison
Kim Irwin – IPHA Liaison
Tami Barrett – Board Secretary

Those not attending:

Jammie Bane – Past President and Awards Committee Chair
Gretchen Quirk – Treasurer (2021/2022)*
Catherine Hess – Auditor
Matthew Herrick – Auditor
Karen Flanigan – Northwest Chapter Rep*
Lisa Harrison – West Central Chapter Rep.*
Beth Bowlen – Southeastern Chapter Rep.*
Mike Sutton – Nominations Committee Chair
Mariah Allen – Food Protection Committee Co-Chair
Amanda Lahners – Wastewater Management Committee Co-Chair
Amanda Deering – IAFP Liaison
Denise Derrer – BOAH Liaison
Lynette Schrowe – IDEM Liaison
LA Brown - Indiana Onsite Wastewater Professionals Association (IOWPA) Liaison
Alice Quinn – Wastewater Management Committee Co-Chair
Vacant – IDOH 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

Jennifer Heller asked for comments or corrections to the December 17, 2021 minutes. Hearing none, she stated the minutes are accepted as presented.

TREASURER'S REPORT – submitted by Gretchen Quirk

Current December Budget Report

The BMO Harris Checking Account balance is \$1,982.34
The BMO Harris Savings Account balance is \$4,903.21
The Fall Conference Account balance is \$21,995.91 (last bank statement)
The Capital Fund (30-month CD) balance is \$30,124.52 (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 \$4,503.21 (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 stated the December Treasurer's Report is filed subject to audit.

AUDITORS – submitted by Catherine Hess & Matthew Herrick

Auditors have received 2021 books for auditing from Association, Northeast Chapter, West Central Chapter and Food Protection Committee. Please remind treasurers to submit books for auditing by the end of January.

LIAISON REPORTS

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

INTERNATIONAL ASSOCIATION FOR FOOD PROTECTION (IAFP) LIAISON – Amanda Deering – **NO REPORT** (NOTE: Holley Rose 2022 IAFP dues are up to date via the complimentary membership certificate – 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 2022 IEHA Delegate to IAFP)

NOTE: 2022 IAFP AEC will be held in-person in Pittsburgh.

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

INDIANA PUBLIC HEALTH ASSOCIATION (IPHA) LIAISON – Kim Irwin

Kim reported IPHA is holding their 2022 Policy & Advocacy Forum: The Power of Storytelling for Public Health on February 3 from 10 am to 2pm virtually.

NATIONAL ENVIRONMENTAL HEALTH ASSOCIATION (NEHA) LIAISON – Holley Rose
(NOTE: Holley Rose 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. Holley Rose is the 2022 IEHA Liaison to NEHA.)

Holley reported the 2022 NEHA AEC will be held in-person in Spokane, Washington and virtually from June 28 through July 1.

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

INDIANA DEPARTMENT OF HEALTH (IDOH) LIAISON – Vacant – **NO REPORT**

NOTE: Holley has staff to contact as possible IDOH liaisons.

INDIANA ONSITE WASTEWATER PROFESSIONALS ASSOCIATION (IOWPA) LIAISON – Lewis A. (LA) Brown – **NO REPORT**

NOTE: IOWPA Conference is scheduled for February 7, 8 & 9 at the Primo Conference Center.

COMMITTEE REPORTS

AWARDS COMMITTEE – Jammie Bane – **NO REPORT**

NOTE: Deadline for 2022 Fall Conference Award nominations is July 15, 2022.

COMMITTEE ON PROFESSIONAL EDUCATION and DEVELOPMENT (COPEd) – Tara Renner

Tara reported there is \$4,503.21 available for scholarships. There was discussion about possibly donating to the Tami Barrett Public Health Scholarship. The Committee is not sure that a donation of this type fits the criteria for COPEd. Further discussion was tabled until the February 11, 2022 meeting.

MEMBERSHIP COMMITTEE – Jason Ravenscroft

Currently there are 125 active members with 269 pending renewals.

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

NOTE: 2022 Officers are: Jammie Bane, Past President; Holley Rose, President; Jennifer Heller, President-Elect; Krista Click, Vice President; Lisa Chandler, Secretary; Gretchen Quirk, Treasurer (2nd year of 2-year term); Matthew Herrick & Catherine Hess, Auditors. Please send nominations for 2023 officers to msutton@isdh.in.gov.

PUBLICATIONS COMMITTEE – Ed Norris

Ed reported the deadline for the Spring Journal is the end of March 2022.

FOOD PROTECTION COMMITTEE – JoAnn Xiong Mercado & Mariah Allen – Co-Chairs

JoAnn reported that the 2022 meetings will be held on March 17, June 16, September during the Fall Conference and November 17.

WASTEWATER MANAGEMENT COMMITTEE – Karl Glaze for Alice Quinn & Amanda Lahners - Co-Chairs

The Committee finalized the Pump Assisted Subsurface Drainage for OSS guidance document and it has been posted to the website. The Committee discussed certification of installers.

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

The next meeting is scheduled for January 20, 2022 via Teams.

TERRORISM AND ALL-HAZARDS PREPAREDNESS COMMITTEE – Jennifer Heller

Jennifer reported the Committee is sponsoring a free training on January 28 from 10:30 to 12:00 entitled Active Shooter Response Awareness”. It will be held at the Nashville County Building in Brown County. This is geared toward the general public, not law enforcement. Steve Broniarczyk, CISA, is the presenter.

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

Holley announced that Jason has agreed to be the Website Committee Chair in 2022.

FALL CONFERENCE (2021) – Holley Rose (2020 Conference was cancelled due to COVID-19)

Holley reported all expenses have been paid and Mike has the last check to deposit into the account.

SPRING CONFERENCE (2022) – Krista Click

Krista reported the Spring Conference will be held on April 28, 2022 at the Embassy Suites in Plainfield. She is working on a Save the Date to be posted to the website which will include close hotels with state government rate if needed. Topics finalized at this point are the Governor’s Public Health Commission, Home-Based Vendors and Mental Health and Addiction.

FALL CONFERENCE (2022) – Jennifer Heller

Jennifer announced the Fall Conference dates are September 19, 20 & 21 at the Abe Martin Lodge in Nashville. Room costs are: \$79 for a cabin room; \$189 for a cabin suite; \$96 for deluxe room; \$189 for family cabin; \$79 for pet friendly room and \$96 for patio rooms. Sylvia Garrison and Jo Anne Shimek are working on a super golf outing/tournament at the local Salt Creek course on the Sunday. The silent auction will be on Monday, September 19. She is also working on an optional tour for September 20 evening.

Jennifer asked that the appropriate documents to take Holley Rose and Mike Mettler off the Fall Conference checking account be sent to her so she and Ernie Reed can be added.

STRATEGIC PLAN UPDATES – Jason Ravenscroft – **NO REPORT**

NOTE: The Strategic Plan has been posted to the website under “About IEHA”. The Strategic Plan Goals for 2022 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

Jennifer received an e-mail indicating that the letter to Dr. Box informing her of the issues with the Food Protection Program training of local health departments, along with a copy of the letter to the Governor’s Public Health Commission (GPHC), was being reviewed and a response is forthcoming. The letter to the GPHC was uploaded to their portal and shared with Mindy Waldron as the Board approved on January 11, 2022.

NEW BUSINESS - NONE

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

NORTHWEST CHAPTER – Karen Flanigan – **NO REPORT**

NORTHEAST CHAPTER – Nicole Corwin

Carrie Allen (for Nicole) reported the last meeting was December 16, 2021 in Kosciusko County at the American Legion. Jason LeMaster, Hamilton County Health Department and William Marler, Marler Clark Law Firm were speakers. The next meeting is scheduled for January 20, 2022 in LaGrange County. Matt Meersman, Director, St. Joe River Basin Commission, will talk about watershed management and Scott Mosely will talk about bees. The February meeting will be in Miami County.

WABASH VALLEY CHAPTER – Ed Norris

Ed reported the next meeting is scheduled for February 3 in Boone County. A tentative speaker from an area remediation company is being finalized. This meeting will be virtual given the rise in COVID cases.

EAST CENTRAL CHAPTER – Stephanie Cain

Stephanie reported the next meeting is scheduled for January 20 in Hancock County. More details TBD.

WEST CENTRAL CHAPTER – Lisa Chandler for Lisa Harrison

Lisa reported the next meeting is scheduled for February 15 at the Hendricks County Government Center in Danville. Sharon Pattee, IDOH, will speak about Farmer Market training, most current changes, interpretations and recommendations. 2022 officers will be elected at this meeting.

SOUTHERN CHAPTER – Karl Glaze

Karl reported the Chapter will meet in conjunction with the TAHP active shooter training on January 28. The chapter will host a Round Up Food Training on February 17 from 9:30 am to 4:00 pm at the Brown County Annex Building. Sharon Pattee, IDOH, will facilitate this training.

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

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

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 1:50 pm.

Submitted by:

Lisa Chandler, Secretary
Tami Barrett, Board Secretary