

Indiana Environmental Health Association, Inc. Executive Board Meeting Minutes of the February 14, 2020 meeting.

NEXT MTG DATE: Friday, March 20, 2020 – 10:30 am

LOCATION: ISDH Building, (**Via phone ONLY – Tami will enter moderator code from the ISDH**)
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 *
Patty Nocek – Northwest Chapter *

OTHERS

Matthew Herrick & Catherine Hess – Auditors
Tara Renner – Committee on Professional Education and Development (COPEd)
Jay Hanko – 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 – Wastewater Management Committee Chair & Indiana Onsite Wastewater Professionals Association (IOWPA) Liaison
George Jones – Indiana State Department of Health (ISDH) 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
Sarah Dallas and Amy Ayers – 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 – Parliamentarian
Vacant - Website Committee Chair
Tami Barrett – Board Secretary

Minutes of the January 17, 2020 Indiana Environmental Health Association, Inc. Executive Board Meeting. The Executive Board meeting was called to order at 10:40 am by Vice President Jennifer Heller.

Those attending all or part of the meeting:

Jennifer Heller, Vice President* and Co-Chair, TAHP Committee (via phone)
Lisa Chandler – Secretary*
Gretchen Quirk – Treasurer (2019/2020)*
Catherine Hess – Auditor
Matthew Herrick – Auditor
Tara Renner – COPED Committee Chair
Mike Sutton – Nominations Committee Chair (via phone)
Jason Ravenscroft – Membership Committee Chair
Kim Irwin – IPHA Liaison (via phone)
Doug Mathis – NACCHO Liaison (via phone)
Sarah Dallas, Co-Chair – Food Protection Committee
Nicole Corwin – Northeast Chapter Rep.* (via phone)
Karl Glaze – Southern Chapter Rep.* (via phone)
Stephanie Cain – East Central Chapter* (via phone)
Lisa Harrison – West Central Chapter Rep.* (via phone)
Reba Taylor-Hill – Central Chapter Rep.*
Ed Norris – Wabash Valley Chapter Rep.* & Publications Committee Chair (via phone)
Patty Nocek – Northwest Chapter Rep.* (via phone)
Tami Barrett – Board Secretary

Those not attending:

JoAnn Xiong Mercado – Past President and Awards Committee Chair (via phone)
Jammie Bane – President* and NEHA Liaison (via phone)
Holley Rose – President-Elect* (via phone)
Karen Flanigan – Northwest Chapter Rep.*
Beth Bowlen – Southeastern Chapter Rep.*
George Jones – ISDH Liaison
Jay Hanko – IDEM Liaison
Denise Derrer – BOAH Liaison
Amanda Deering – IAFFP Liaison
Amy Ayers, Co-Chair – Food Protection Committee (via phone)
Alice Quinn – Wastewater Management Committee Chair & Indiana Onsite Wastewater Professionals Association (IOWPA) Liaison
Jennifer Warner – Co-Chair – Terrorism and All Hazards Committee Co-Chair
Elizabeth Bowman – General Environmental Health Services Committee Chair

*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 – Lisa Chandler/Tami Barrett

Jason Ravenscroft asked for comments or corrections to the January 17, 2020 minutes. There was one correction to the minutes – Patty Nocek is now the Northwest Chapter Rep. Hearing no other changes, he stated the minutes are accepted as amended.

TREASURER'S REPORT – Gretchen Quirk

Current January Budget Report (submitted by Gretchen Quirk)

The BMO Harris Checking Account balance is \$14,031.04

The BMO Harris Savings Account balance is \$4,838.38

The Fall Conference Account balance is \$17,826.30 (January Bank Statement)

The Capital Fund (30-month CD) balance is \$30,023.17

The COPED Principal Account (60-month CD) balance is \$16,889.00.

The COPED Available balance is \$4,338.38 *(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)*

Jason Ravenscroft stated the January Treasurer's Report is filed subject to audit.

Gretchen reminded Jammie Bane that she still needs the 2019 Fall Conference bank statements from January to August to file the quarterly taxes.

AUDITORS – Catherine Hess & Matthew Herrick

Catherine & Matthew reported they still need the GEHSC, Central Chapter and 2019 Fall Conference books to audit.

LIAISON REPORTS

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

INTERNATIONAL ASSOCIATION FOR FOOD PROTECTION (IAFP) LIAISON – Amanda Deering – **NO REPORT**

(NOTE: Jammie Bane's 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 2020 IEHA Delegate to IAFP.)

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

The NACCHO AEC is schedule for July 2020 in Denver, Colorado. NACCHO has virtual workgroups and committees if anyone is interested in participating.

INDIANA PUBLIC HEALTH ASSOCIATION (IPHA) LIAISON – Kim Irwin

Kim reported that IPHA's annual conference in conjunction with IU Bicentennial Beyond Boundaries IN Academies Symposium will be held April 3 & 4 at the Convention Center and registration should be open next week. Kim would also like to connect with Jammie on future informal IEHA/IPHA networking events.

NATIONAL ENVIRONMENTAL HEALTH ASSOCIATION (NEHA) LIAISON – Jammie Bane – **NO REPORT**

(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 2020 IEHA Liaison to NEHA.)

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

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

INDIANA ONSITE WASTEWATER PROFESSIONALS ASSOCIATION (IOWPA) LIAISON – Karl Glaze for Alice Quinn

The IOWPA annual conference was January 21 to 22, 2020 at the Primo Conference Center in Indianapolis. Attendance was good. IOWPA is in the process of updating their by-laws, organizational guidelines, code of conduct, etc.

COMMITTEE REPORTS

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

Note: Nominations for 2020 Fall Conference Awards are due July 15, 2020.

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

There is currently \$4,338.38 available for scholarships. The Spring COPEd Announcement is on the website.

MEMBERSHIP COMMITTEE – Jason Ravenscroft

As of today, there are 318 active paid members and 76 pending.

NOMINATIONS COMMITTEE – Mike Sutton

The 2020 Officers are: Jammie Bane, President; Holley Rose, President-Elect; Jennifer Heller, Vice President; Lisa Chandler, Secretary, Gretchen Quirk, Treasurer; Matthew Herrick and Catherine Hess, Auditors. Mike reported that Krista Click will be on the ballot for 2021 Vice President. He will also need nominations for Secretary, Treasurer and Auditors. If interested in running for an office you can contact Mike Sutton at msutton@isdh.in.gov or via phone at 317-233-7181.

PUBLICATIONS COMMITTEE – Ed Norris

The deadline for Spring Journal articles is March 31.

FOOD PROTECTION COMMITTEE – Amy Ayers & Sarah Dallas – Co-Chairs

The next meeting is scheduled for March 19 from 10 to 12 at the IDEM Shadeland Office. Melissa Ackerman, Danger Zone Consulting, LLC, will be the speaker. The remaining 2020 meeting dates are June 18, August 27 & November 19.

WASTEWATER MANAGEMENT COMMITTEE – Jason Ravenscroft for Alice Quinn

The last meeting was January 9. The next meeting is scheduled for March 12 at 1:00 pm at the IDEM Shadeland Office. Jason will remain the Committee Secretary in 2020. Work continues on the guidance, pump assisted and drainage documents for the website. The Committee is working on setting up their checking account.

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

The last meeting was held on February 13 and the following legislation was discussed:

- SB324: Micro market and vending machine fees;
- HB1210: Various health matters; and
- HB1334: Radon Mitigation

CPO classes will be held in April and May. The Committee is working on speakers for the Fall Conference. The next meeting is scheduled for March 12 at 2:00 pm at the ISDH Shadeland Office.

TERRORISM AND ALL-HAZARDS PREPAREDNESS COMMITTEE – submitted by Jennifer Heller and Jennifer Warner - Co-Chairs

Jennifer reported there is a Bombing Prevention Class scheduled for May 19 & 20 in Nashville. INEHRT is taking inventory of equipment, etc. on January 28. There may be some funding from the ISDH to update the equipment as needed. The remaining 2020 Committee meetings are March 20, August 14 & November 20. TAHP will be providing a Stop the Bleed

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

FALL CONFERENCE (2019) – Jammie Bane

There is a \$756.30. Four refunds were requested. Two met the criteria and will be refunded - \$90 to Jo Anna Shimek and \$275 to IOWPA.

SPRING CONFERENCE (2020) – Jennifer Heller

The date is April 16 at the Season's Conference Center in Nashville, Indiana. The hotel is offering \$99 rooms the night of April 15. Each Chapter and Committee will have three minutes during the business meeting to update members. Speakers are confirmed to present on mass fatality mortuary response, panel discussion on sand-lined system, ansul systems and fire protection in kitchens, watershed issues in Lake Monroe Reservoir, and environmental contaminations.

FALL CONFERENCE (2020) – Holley Rose

The 70th Annual Fall Conference is scheduled for September 21 to 23 at the Lawrenceburg Event Center, 91 Walnut Street, Lawrenceburg 47025. The DoubleTree is offering rooms at the rate of \$94+tax with free parking. There was agreement that the registration form is to be updated to remove the statement about refunds.

STRATEGIC PLAN UPDATES – Jason Ravenscroft

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)

Jason will distribute the survey results at the Spring Conference.

OLD BUSINESS

There was continued discussion on conference call numbers for the Board and Committees to use. Tami and Jason are checking into options for the Board to consider for 2021.

NEW BUSINESS

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

NORTHWEST CHAPTER – Patty Nocek

The next meeting is scheduled for March 20 in La Porte County. Ron Clark, ISDH and a representative from Serve Pro will be the speakers.

NORTHEAST CHAPTER – Nicole Corwin

The next meeting is scheduled for February 20 at the Elkhart County Health Department Lincoln Center. There are two speakers scheduled: Stuart Meade, Meade Septic Design, Inc., will speak on Septic Design and Collaborative strategies for a better end product. Robin A. Jones, Director for Great Lakes ADA Center, Department on Disability and Human Development will speak on Service vs. Emotional Support Animals in Food Establishments/Public Places.

WABASH VALLEY CHAPTER – Ed Norris

The last meeting was February 12 in Lafayette. Speakers were Ed Norris, retired ISDH presenting communication techniques with operators during inspections and Sharon Pattee, ISDH talking about emerging food safety issues facing inspectors. The chapter will host another “Foods 101” training on March 4 for inspectors. The deadline for registration is February 26.

EAST CENTRAL CHAPTER – Stephanie Cain

The last meeting was January 30 in Hancock County. Bryan Price, ISDH gave the “Tick Talk”. There were 17 in attendance. The next meeting is scheduled for February 27 in Henry County. Time, location and topics TBD.

WEST CENTRAL CHAPTER – Lisa Harrison

The last meeting was February 13. Mike Sutton, ISDH presented on private wells in Indiana. There was a business meeting and lunch at Franks Place in Danville. The next meeting is scheduled for April, in conjunction with the Spring Conference.

SOUTHERN CHAPTER – Karl Glaze

The next meeting is scheduled for February 27. There will be a tour of the Brown County Music Center. The speaker will be a certified mushroom expert.

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

CENTRAL CHAPTER – Reba Taylor-Hill

The next meeting is scheduled for February 27 at City Barbecue. Mark Foster, Marion County rodent control gave a presentation on rodents including the history of rodent control. Dr. Indra Frank gave an update on the wetland bill and the bill about all schools having to test their water for lead. The next meeting is scheduled for March 26. The invited speaker is Ginger Davis, Hamilton County Soil and Water Conversation District.

Jason Ravenscroft 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 11:10 am.

Submitted by:

Lisa Chandler, Secretary
Tami Barrett, Board Secretary