

Indiana Environmental Health Association, Inc. **Executive Board Meeting Minutes of the February 11, 2021 meeting.**

**NEXT MTG DATE: Friday, March 19, 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 February 11, 2021 Indiana Environmental Health Association, Inc. Executive Board Meeting.

The Executive Board meeting was called to order at 11:33 am by President-Elect Holley Rose.

Those attending all or part of the virtual meeting:

Holley Rose – President-Elect\*  
Gretchen Quirk – Treasurer (2019/2020)\* & (2021/2022)\*  
Jason Ravenscroft – Membership Committee Chair  
Tara Renner – COPED Committee Chair  
Mike Sutton – Nominations Committee Chair  
Elizabeth Bowman – General Environmental Health Services Committee Chair  
Reba Taylor-Hill – Central Chapter Rep.\*  
Lisa Harrison – West Central Chapter Rep.\* and IDOH Liaison  
Judy Fox for Nicole Corwin – Northeast Chapter Rep.\*  
Beth Bowlen – Southeastern Chapter Rep.\*  
Karen Flanigan – Northwest Chapter Rep.\*  
Ed Norris – Wabash Valley Chapter Rep.\* & Publications Committee Chair  
Doug Mathis – NACCHO Liaison  
Kim Irwin – IPHA Liaison  
Tami Barrett – Board Secretary

Those not attending:

JoAnn Xiong Mercado – Past President and Awards Committee Chair  
Jammie Bane – President\* and NEHA Liaison  
Jennifer Heller, Vice President\* and Co-Chair, TAHP Committee  
Lisa Chandler – Secretary\*  
Matthew Herrick – Auditor  
Catherine Hess – Auditor  
Amy Ayers, Co-Chair – Food Protection Committee  
Alice Quinn – Wastewater Management Committee Chair  
Amanda Lahners – Wastewater Management Committee Co-Chair  
Mariah Allen - Food Protection Committee Co-Chair  
Stephanie Cain – East Central Chapter\*  
Karl Glaze – Southern Chapter Rep\*  
Lynette Schrowe – IDEM 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

Holley Rose asked for comments or corrections to the January 15, 2021 minutes. Hearing none, she stated the minutes are accepted as presented.

**TREASURER'S REPORT** – Gretchen Quirk

**Current January Budget Report (submitted by Gretchen Quirk)**

The BMO Harris Checking Account balance is \$11,125.90.

The BMO Harris Savings Account balance is \$4,404.88.

The Fall Conference Account balance is \$17,981.30 (last 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 \$3,904.88 (*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*)

Holley reported that she and Mike Mettler are working on getting their names on the Fall Conference account.

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

**AUDITORS** – Catherine Hess & Matthew Herrick

NOTE: The following books have been submitted for auditing: State, Southern Chapter, West Central Chapter, Northwest Chapter, Southeastern Chapter, TAHP Committee and Food Protection Committee. The following books still need to be audited: Northeast Chapter, Wabash Valley Chapter, East Central Chapter, Central Chapter, GEHSC and 2019 Fall Conference.

**LIAISON REPORTS**

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

**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** – Doug Mathis

Doug reported that today NACCHO is hosting a contact tracing webinar. There are a lot of COVID-19 related webinars on their website. The AEC this year is scheduled to be in Detroit, Michigan.

**INDIANA PUBLIC HEALTH ASSOCIATION (IPHA) LIAISON** – Kim Irwin

Kim reported that she is working with the General Environmental Health Services Committee on legislative issues.

**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 2021 IEHA Liaison to NEHA.)

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

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

Lisa reported that the Food Protection Program is interviewing for the retail, wholesale, and produce supervisor positions. They are also busy tracking SB 185 – Home Based Vendors; SB 265 – Mobile Food Truck & State Registrations; and HB 1224 - Hemp Flower (food).

**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

NOTE: There is currently \$3,904.88 available for scholarships. The IDOH EPH Division is collecting money to donate to COPEd in memory of Barry McNulty.

**MEMBERSHIP COMMITTEE** – Jason Ravenscroft

Jason reported there are currently 359 active paid members. 160 paid before January 31, 2021 and 144 paid late membership.

**NOMINATIONS COMMITTEE** – Mike Sutton

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.

**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** – Alice Quinn – **NO REPORT**

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

Elizabeth reported the Committee is meeting via phone today and continues to monitor current legislation. A tracking document will be posted to the website soon.

**TERRORISM AND ALL-HAZARDS PREPAREDNESS COMMITTEE** – submitted by Jennifer Heller

No trainings have been scheduled at this time but when scheduled they will be held virtually.

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

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

Jennifer reported the conference will be held virtually. She plans for 2 to 3 speakers, Chapter presentations and the Business meeting to round out the ½-day agenda. She is exploring platform options. There will be a nominal fee to cover administrative costs.

**FALL CONFERENCE (2020)** – 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.

**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 – **NO REPORT**

**NORTHEAST CHAPTER** – Judy Fox for Nicole Corwin

The Chapter President announced that chapter meetings are canceled until further notice, due to COVID-19 response and vaccine clinics.

**WABASH VALLEY CHAPTER** – Ed Norris

The last meeting was February 3 at the Tippecanoe County Extension Office in Lafayette. The main speaker was Clair Haughton, Health Educator and Public Information Officer for the Boone County Health Department. She discussed how they set up and ran a COVID-19 vaccination clinic, including the issues they encountered and solved and what they learned from the event. This was followed by a roundtable discussion of general problems facing members and how they continue to deal with the pandemic at work or personally, followed by lunch at a nearby restaurant. The next meeting is scheduled for April 8 in Lafayette. Following the business meeting, members will be working on a food project for Food Finders Food Bank in Lafayette.

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

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

**SOUTHERN CHAPTER** – Karl Glaze – **NO REPORT**

**SOUTHEASTERN CHAPTER** – Beth Bowlen

Beth reported that Larry Miller, Jackson County Health Department, has retired.

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

Hearing no other business to come before the Board, Holley Rose entertained a motion to adjourn the meeting. Ed Norris moved that the meeting be adjourned; it was seconded by Reba Taylor-Hill and passed unanimously. The meeting adjourned at 11:54 am.

Submitted by:

Lisa Chandler, Secretary  
Tami Barrett, Board Secretary