

Indiana Environmental Health Association, Inc. Executive Board Meeting Minutes of the July 21, 2023, meeting.

NEXT MTG DATE: Friday, August 18, 2023 – 10:30 am

LOCATION: IDOH Building in 3<sup>rd</sup> Floor Yoho Board Room and Via Microsoft Teams

AGENDA: Chapter and Committee Reports/Old and New Business

FROM: Lisa Chandler - Secretary  
Tami Barrett – Board Secretary

TO: **OFFICERS**

Past President & Awards Committee Chair – Holley Rose  
President and NEHA Liaison – Jennifer Heller\*  
President-Elect – Krista Click\*  
Vice President – Andrew Pappas\* - Zak McKinley (2024)  
Treasurer – Gretchen Quirk\* (2023/2024)  
Secretary – Lisa Chandler\*

**CHAPTER REPRESENTATIVES**

Reba Taylor-Hill – Central Chapter \*  
Matt Baker – Southern Chapter\*  
Beth Bowlen – Southeastern Chapter \*  
Mandy Bales – West Central Chapter\*  
Ed Norris – Wabash Valley Chapter \*  
Nicole Corwin – Northeast Chapter\*  
Stephanie Cain – East Central Chapter \*  
Karen Teague – Northwest Chapter \*

**OTHERS**

Matthew Herrick & Doug Mathis – Auditors – Doug Mathis & Shalei Hunt (2024)  
Jennifer Asbury – Committee on Professional Education and Development (COPED)  
Lynette Schrowe – IDEM Liaison  
Jason Ravenscroft – Membership Committee & Website Committee Chair  
Ed Norris – Publications Committee Chair  
Mike Sutton – Nominations Committee Chair  
Amanda Deering – International Association for Food Protection (IAFP) Liaison  
Alice Quinn & Amanda Lahners – Co-Chairs, Wastewater Management Committee  
Karl Glaze - Indiana Onsite Wastewater Professionals Association (IOWPA) Liaison  
Sharon Pattee – 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  
JoAnn Xiong Mercado & Abigail McInturff - Co-Chairs - Food Protection Committee  
Kacie Schenck – General Environmental Health Services Committee Chair  
Jeff Corder - Terrorism and All-Hazards Preparedness Chair  
Tami Barrett – Board Secretary  
Vacant – Parliamentarian

Minutes of the July 21, 2023, Indiana Environmental Health Association, Inc. Executive Board Meeting.

The Executive Board meeting was called to order at 10:30 am by President Jennifer Heller

Those attending all or part of the in-person and virtual meeting:

Holley Rose – Past President & Awards Committee Chair  
Jennifer Heller, President & NEHA Liaison\*  
Krista Click, Vice President\*  
Andrew Pappas, Vice President\*  
Lisa Chandler – Secretary\*  
Reba Taylor-Hill – Central Chapter Rep.\*  
Beth Bowlen – Southeastern Chapter Rep.\*  
Karen Teague – Northwest Chapter Rep.\*  
Nicole Corwin – Northeast Chapter Rep.\* (via phone)  
Ed Norris – Wabash Valley Chapter Rep.\* & Publications Committee Chair  
JoAnn Xiong Mercado - Food Protection Committee Co-Chair  
Abigail McInturff - Food Protection Committee Co-Chair  
Kacie Schenck – General Environmental Health Services Committee Chair  
Jeff Corder – TAHP Committee Chair  
Lynette Schrowe – IDEM Liaison  
Tami Barrett – Board Secretary

Those not attending:

Gretchen Quirk – Treasurer (2023/2024)\*  
Matthew Herrick – Auditor  
Stephanie Cain – East Central Chapter\*  
Matt Baker – Southern Chapter Rep\*  
Mandy Bales – West Central Chapter Rep.\*  
Jennifer Asbury – COPED Committee Chair  
Mike Sutton – Nominations Committee Chair  
Jason Ravenscroft – Membership Committee & Website Committee Chair  
Karl Glaze - Indiana Onsite Wastewater Professionals Association (IOWPA) Liaison  
Amanda Lahners – Wastewater Management Committee Co-Chair  
Doug Mathis – Auditor & NACCHO Liaison  
Denise Derrer – BOAH Liaison  
Amanda Deering – IAFP Liaison  
Sharon Pattee – IDOH Liaison  
Alice Quinn – Wastewater Management Committee Co-Chair

\*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 June 16, 2023 minutes. Tami reported that Jeff Corder found an error that has already been corrected under the TAHP Committee report. Hearing no other corrections, she stated the minutes are accepted as amended.

**TREASURER'S REPORT** – submitted by Gretchen Quirk (on July 24)

Current **June** Budget Report

The BMO Harris Checking Account balance is \$29,209.89

The BMO Harris Savings Account balance is \$4,676.00

The Fall Conference Account balance is \$13,368.46 (last bank statement)

The Capital Fund (30-month CD) balance is \$30,299.91 (**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 \$4,176.00 (*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 Heller stated the June Treasurer's Report is filed subject to audit.

**AUDITORS** – Matthew Herrick & Doug Mathis (Shalei Hunt – 2024) – **NO REPORT**

NOTE: Books from the Southeastern & Wabash Valley Chapters have been submitted for auditing.

**LIAISON REPORTS**

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

Facilities in Indiana's meat and poultry inspection program continues to grow. In the first six months of 2023, the program has added 25 facilities through new construction or new ownership. That compares to 11 in all of 2022. The total number of officially inspected establishments is 79. An additional 53 are in custom-exempt status plus three limited-permit HRI establishments put the total number of facilities in the program at 135.

BOAH has information about the sale of meat and poultry products at farmers markets and retail sales exemptions, as well as other helpful fact sheets online at: <https://www.in.gov/boah/meat-and-poultry-inspection/>. A list of inspected facilities is also on that webpage.

BOAH has also developed a resource sheet for animal-sourced food products, in cooperation with the Feed Commissioner and the Egg Board to help potential sellers and market masters know who to call for guidance.

**INTERNATIONAL ASSOCIATION FOR FOOD PROTECTION (IAFP) LIAISON** – Amanda Deering – **NO REPORT** (NOTE: Jennifer Heller's membership is up to date. Krista Click's complimentary membership was processed for 2023. 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 2023 IEHA Delegate to IAFP)

NOTE: The IAFP AEC was July 16 to 19, 2023 in Toronto, Canada.

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

Doug reported the NACCHO AEC was held from July 10 to 13, 2023 in Denver, Colorado. The theme was Elevating Public Health Practice Today and Tomorrow.

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

IPHA is hosting a Health Equity Summit on August 17 and 18. Kim put the registration link in the chat feature:  
<https://healthbydesignonline.org/event-health-equity-summit-2023/>

**NATIONAL ENVIRONMENTAL HEALTH ASSOCIATION (NEHA) LIAISON** – Jennifer Heller

(NOTE: Jennifer Heller's NEHA dues have been paid by the Brown County Health Department (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. Jennifer Heller is the 2023 IEHA Liaison to NEHA.)

Jennifer reported the NEHA AEC is July 31 to August 3, 2023, in New Orleans, Louisiana. There is a virtual attendance option as well. NEHA has a wildfire toolkit on their website.

**INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT (IDEM) LIAISON** – Lynette Schrowe

Lynette share IDEM is presenting the What's in my Neighborhood GIS platform at the next Southern Chapter meeting.

**INDIANA DEPARTMENT OF HEALTH (IDOH) LIAISON** – Sharon Pattee

With state fair coming, IDOH FPD might respond to emails slower than usual. Thank you for their patience. Please sign up for the October Special Processing training. It is a fun training, and we would like to have at least 1 person from each county to participate. Also consider utilizing the USAFS to conduct your retail food inspections. It is free and it is running smoothly. We will be adding an inspection result dashboard, so all LHDs can see how their inspections are going.

**INDIANA ONSITE WASTEWATER PROFESSIONALS ASSOCIATION (IOWPA) LIAISON** – Karl Glaze  
– NO REPORT

**COMMITTEE REPORTS**

**AWARDS COMMITTEE** – Holley Rose

Holley reminded everyone that the Award nomination applications were due July 15, 2023. The Committee will be meeting at the beginning of August to finalize award winners for the Fall Conference.

**COMMITTEE ON PROFESSIONAL EDUCATION and DEVELOPMENT (COPEd)** – Jennifer Asbury

**NOTE:** COPEd available is \$4,176.00. JoAnn Xiong Mercado applied for a NEHA Scholarship to attend the Environmental Health Leadership Academy. She also applied for a COPEd scholarship for \$500 if the NEHA scholarship is not awarded.

**MEMBERSHIP COMMITTEE** – Jason Ravenscroft – NO REPORT

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

**NOTE:** 2024 Officers were set at the Spring Conference. No ballots needed this year.

**PUBLICATIONS COMMITTEE** – Ed Norris

Ed reported the Summer Journal is nearly complete and will be posted on the website the first week of July. The deadline for articles for the Winer Journal is November.

**FOOD PROTECTION COMMITTEE** – JoAnn Xiong Mercado & Abigail McInturff – Co-Chairs

JoAnn reported the next meeting is scheduled for November 16 at the IDEM Shadeland Avenue Offices or Regions Bank Building on North Keystone. Exact location and speakers TBD. The Food Protection Committee concurrent sessions for the upcoming Fall Conference are finalized.

**WASTEWATER MANAGEMENT COMMITTEE** – Alice Quinn & Amanda Lahners - Co-Chairs – **NO REPORT**

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

Kacie reported the next Committee meeting is scheduled for September 14. The photo contest flyer has been distributed. The Committee will provide \$25 gift cards to the four winners at the Fall Conference.

**TERRORISM AND ALL-HAZARDS PREPAREDNESS COMMITTEE** – Jeff Corder

Jeff reported the next meeting will be held on August 9 at 10:00 am virtually. The Psychological First Aid classes are scheduled for August 23, September 27 and October 25 all from 1 to 3 pm at the Hendricks County Fairgrounds. This training will also be held on August 16 (10 to 12); September 13 (1 to 3); and October 4 (1 to 3) at the Ellettsville Fire Department in Bloomington.

**WEBSITE COMMITTEE (formerly the INFORMATION TECHNOLOGY (IT) COMMITTEE)** – Jason Ravenscroft – **NO REPORT**

**FALL CONFERENCE (2023)** – Krista Click

Krista reported the IEHA Fall Educational Conference is set for September 25, 26 & 27, 2023, at the Horizon Convention Center in Muncie. The theme is the Journey of Public Health. Registration information will be out in the next couple of weeks and will be posted to the website as well. Dr. Lindsay Weaver will replace Dr. Kristina Box as the keynote. On Monday we will have “Coffee with Dr. Adams” and Patty Nocek will moderate. We will need to submit 6-8 questions ahead of time that will be addressed. If would like to submit a question, please send to Krista. May email or text to 317-442-0374. As a reminder, there are 100 rooms per night available at the government rate at the adjoining Courtyard of Marriott. Today a contract has been signed with Hampton Inn in Muncie for 40 overflow rooms. While the government rate was not available, they did offer a rate of \$119 plus taxes per night. Individual state tax exemptions will be received. This is a very nice hotel about 10-15 minutes from the convention center.

**STRATEGIC PLAN UPDATES** – Jennifer Heller – **NO REPORT**

**OLD BUSINESS**

**NEW BUSINESS**

JoAnn Xiong Mercado asked about providing a virtual option for the FPC Conference in 2024 (she is applying for an FDA Grant for this event). The Board members were in agreement to offer a virtual option. She also asked about recording the event for those who could not attend. The Board members felt a recorded option would deter from attendance. Lastly, she asked about using the IEHA logo on notebooks, etc. for this conference. The Board agreed this was an appropriate use of the logo.

Tami Barrett asked for Board approval to purchase 4 file cabinets, not to exceed \$200 each for all the IEHA documents at her home. Ed Norris moved that this purchase be allowed, it was seconded by Beth Bowlen and passed unanimously.

Jennifer Heller brought up the Associate Membership for discussion. Should it be kept the same or privileges changed. After some discussion, the Board members thought this membership should remain the same for now.

Jennifer Heller also brought up the current COPED application for discussion. She felt it needed some updating. Ed Norris, COPED Committee member, will bring this up before the COPED Committee and report back to the Board at the August meeting.

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

**NORTHWEST CHAPTER** – Karen Teague

Karen reported the last meeting was held on June 22 in La Porte County. Sharon Pattee and Eric Eldridge, IDOH, presented on brewery inspections, distilleries, wineries and what to look for when these areas are part of a Retail Food Establishment. There were 15 in attendance. The next meeting is scheduled for September 14 at Lake Maxinkuckee in Culver, Marshall County.

**NORTHEAST CHAPTER** – Nicole Corwin

Nicole reported the Chapter program committee will meet in August to schedule future Chapter meetings. The next Chapter meeting will be during the Fall Conference. Judy Fox is retiring from Noble County at the end of August.

**WABASH VALLEY CHAPTER** – Ed Norris

Ed reported the next meeting is scheduled on August 3 in West Lafayette in the Purdue Global Building. The planned speaker is Geraldine Tembo Madalitso. She is a food science research assistant at Purdue and she will be presenting about her studies with sanitizer.

**EAST CENTRAL CHAPTER** – submitted by Stephanie Cain

The last meeting was held at the Wheelock Lake Campground on June 29. This was a joint meeting with the Southeastern Chapter. There were 24 in attendance. The new owner, Kevin Wang, provided some background on how he became owner and improvements he made. Steve Yeary, IDOH, also presented on pools and beaches.

**WEST CENTRAL CHAPTER** – Lisa Chandler for Mandy Bales

Lisa reported the last meeting was June 15 at the Sullivan County Extension Office. There was a speaker from the county discussing the post tornado efforts they dealt with as far as emergency response, foods, septic, and other public health issues. The business meeting and lunch was held at the Meier Winery & Vineyard. There was also a short tour of the winery.

**SOUTHERN CHAPTER** – Jennifer Heller for Matt Baker

Jennifer reported the next meeting is scheduled for August 31. There will be three speakers: a dog whisperer, Lynette Schrowe, IDEM, about the What's in your Neighborhood Program, and the Local EMA Director.

**SOUTHEASTERN CHAPTER** – Beth Bowlen

Beth reported the last meeting was held at the Wheelock Lake Campground on June 29. This was a joint meeting with the Southern Chapter. There were 24 in attendance. The new owner, Kevin Wang, provided some background on how he became owner and improvements he made. Steve Yeary, IDOH, also presented on pools and beaches.

**CENTRAL CHAPTER** – Reba Taylor-Hill and Andrew Pappas

Andrew reported the Central Chapter annual picnic at Broad Ripple Park is scheduled for August 24. Amy Ayres has been nominated to be Chapter President and the vote will take place at this meeting.

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 so she can eat lunch; it was seconded by Ed Norris and passed unanimously. The meeting adjourned at 11:20 am.

Submitted by:

Lisa Chandler, Secretary  
Tami Barrett, Board Secretary