

Indiana Environmental Health Association, Inc. Executive Board Meeting Minutes of the March 17, 2023, meeting.

NEXT MTG DATE: Friday, May 19, 2023 – 10:30 am

LOCATION: IDOH Building in 3rd 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*
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
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
L.A. Brown - 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 (Until the cows come home)
Vacant – Parliamentarian

Minutes of the February 17, 2023, Indiana Environmental Health Association, Inc. Executive Board Meeting.

The Executive Board meeting was called to order at 10:35 am by President Jennifer Heller.

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

Holley Rose – Past President, Awards Committee Chair & Southeastern Chapter Rep.
Jennifer Heller, President & NEHA Liaison*
Krista Click, Vice President*
Andrew Pappas, Vice President*
Lisa Chandler – Secretary*
Gretchen Quirk – Treasurer (2023/2024)*
Stephanie Cain – East Central Chapter*
Mandy Bales – West 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
Jason Ravenscroft – Membership Committee & Website Committee Chair
Abigail McInturff - Food Protection Committee Co-Chair
Jeff Corder – TAHP Committee Chair
Kim Irwin – IPHA Liaison
Kacie Schenck – General Environmental Health Services Committee Chair
Doug Mathis – Auditor & NACCHO Liaison
Sharon Pattee – IDOH Liaison
Denise Derrer – BOAH Liaison
Tami Barrett – Board Secretary

Those not attending:

Matthew Herrick – Auditor
Karl Glaze – Southern Chapter Rep* (Matt Baker – 2023)
Reba Taylor-Hill – Central Chapter Rep.*
Jennifer Asbury – COPED Committee Chair
Mike Sutton – Nominations Committee Chair
L.A. Brown - Indiana Onsite Wastewater Professionals Association (IOWPA) Liaison
Amanda Lahners – Wastewater Management Committee Co-Chair
JoAnn Xiong Mercado - Food Protection Committee Co-Chair
Amanda Deering – IAFP Liaison
Lynette Schrowe – IDEM 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 February 17, 2023, minutes. Hearing none, she stated the minutes are accepted as presented.

TREASURER'S REPORT – Gretchen Quirk

Current **February** Budget Report

The BMO Harris Checking Account balance is \$24,068.49

The BMO Harris Savings Account balance is \$4,552.20

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

The Capital Fund (30-month CD) balance is \$30,270.45 (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 \$4,052.20 (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 February Treasurer's Report is filed subject to audit.

AUDITORS – Matthew Herrick & Doug Mathis

Doug stated they are working on books from some of the chapters, committees, and the state books.

LIAISON REPORTS

BOARD OF ANIMAL HEALTH (BOAH) LIAISON – Denise Derrer

Denise reported currently there are no cases of avian flu in Indiana but nationally it is still an issue. BOAH has training on what to do with pets during natural disasters.

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 is July 16 to 19, 2023 in Toronto, Canada.

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

Doug reported the NACCHO AEC is scheduled for July 7 to 10, 2023 in Denver, Colorado.

INDIANA PUBLIC HEALTH ASSOCIATION (IPHA) LIAISON – Kim Irwin

Kim reported the IPHA annual conference is virtual only on April 18. IPHA is convening weekly for updates on the Governor's Public Health Commission/SB 4.

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. NEHA is collecting disaster stories.

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

INDIANA DEPARTMENT OF HEALTH (IDOH) LIAISON – Sharon Pattee

Sharon reported the Division of Environmental Public Health Winter meeting is scheduled for March 21 & 22, 2023. Vivien McCurdy, Director of Food Protection Program is establishing an advisory group to help launch the new food code to all LHDs. She would like a representative from IEHA and some large and small counties.

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

COMMITTEE REPORTS

AWARDS COMMITTEE – Holley Rose

Holley reminded everyone that the Award nomination applications are due July 15, 2023. She is working on a draft e-mail to the Chapter Reps to encourage every Chapter to submit at least one nomination for each award.

COMMITTEE ON PROFESSIONAL EDUCATION and DEVELOPMENT (COPEd) – Jennifer Asbury – NO REPORT

NOTE: COPEd available is \$4,052.20.

MEMBERSHIP COMMITTEE – submitted by Jason Ravenscroft

There are currently 363 active paid members. The Committee met on March 7 to discuss opportunities to recruit new members. The next meeting is scheduled for April 3.

NOMINATIONS COMMITTEE – Mike Sutton – NO REPORT

PUBLICATIONS COMMITTEE – Ed Norris

Ed stated that the Spring Journal is posted to the website. Deadline for articles for the Summer Journal is end of July.

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

Abby reported the Committee is working on Fall Conference speakers. The next meeting is tentatively set for June 22 with a field trip in Zionsville.

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) – submitted by Kacie Schenck

Kacie reported the last meeting was February 23. The next meeting is scheduled for March 23 at 2:00 pm. The current legislative document is on the website.

TERRORISM AND ALL-HAZARDS PREPAREDNESS COMMITTEE – Jeff Corder

Jeff reported the Committee members toured the Indianapolis Airport Emergency Operations Center on February 15, 2023. The next meeting is tentatively set for March 23, 2023 and will be held virtually at 10:00 am.

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

Jason reported on the new Job Board aspect of the website. The Committee is meeting after the Board meeting today to discuss updates.

FALL CONFERENCE (2022) – Jennifer Heller

Jennifer reported the Fall Conference surplus is \$17,568.46. \$4,200 was sent to the Muncie Horizon Event Center to hold for the 2023 Fall Conference which left a \$13,368.46 surplus.

SPRING CONFERENCE (2023) – Andrew Pappas

Andrew reported the IEHA Spring Educational Conference is set for April 13, 2023, at The Garrison at Fort Benjamin Harrison State Park. All speakers are confirmed.

FALL CONFERENCE (2023) – Lisa Chandler for Krista Click

Lisa reported the IEHA Fall Educational Conference is set for September 25, 26 & 27, 2023, at the Horizon Convention Center in Muncie. Krista is set to give a preview of speakers/topics at the Spring Conference.

STRATEGIC PLAN UPDATES – Jennifer Heller

Jennifer discussed the updates to the IEHA Strategic Plan:

- 1) Increase participation in the Spring/Fall Conferences from all 92 LHDs
- 2) Improve communication within IEHA / Keep website up-to-date
- 3) Increase student membership – marketing to universities/colleges

A draft Strategic Plan for 2023 to 2026 will be distributed prior to the May Executive Board meeting.

OLD BUSINESS

Mariah Allen inquired whether IEHA had a Diversity, Equity & Inclusion Policy. A draft will be distributed prior to the May Executive Board meeting.

Jennifer asked that the Board members review the Association policies (Social Media Policy & Standing Committee Enhancement Fund) for discussion at the March meeting. It was suggested that funds for the standing Committees be increased from \$125 to \$200. This will be considered when the 2024 budget is presented.

NEW BUSINESS

Jennifer reported results from the survey monkey on how IEHA members would prefer to receive information. 72 responses were received and e-mail was the preferred communication mode.

Jason Ravenscroft moved that Rosy Hansell, retired from the Marion County Public Health Department, receive a Lifetime Award. Holley Rose made the motion, it was seconded by Ed Norris and approved unanimously. This Award will be presented at the upcoming Spring Conference if Rosy can attend. If she cannot attend the Spring Conference, it will be presented at the upcoming Fall Conference.

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

NORTHWEST CHAPTER – Karen Teague

Karen reported the next meeting is scheduled for March 23 at 11:30 am at Fiesta Tapatia, 7225 Heritage Square Drive in Granger. Brett Davis, St. Joseph County Health Department, will speak on the implementation and successes of the new mosquito program.

NORTHEAST CHAPTER – Nicole Corwin

Nicole reported the last meeting was March 16 in Elkhart County. James Noble, Meat Specialist with Legal Affairs & Licensing at BOAH spoke about areas and facilities that are covered/inspected in his department, what they look for and what we should look for during retail inspections to ensure the facility is compliant. Elizabeth Pool, Children's Environmental Health Coordinator with U.S. Environmental Protect Agency Region 5 spoke on "The Health Effects of Outdoor Air Pollution in Indiana". During the business meeting Sara McBride, IDOH Northern Medical Entomologist Vector-Borne and Zoonotic Disease Program volunteered to assume the role of General Environmental Health Services Committee Chapter Rep.

WABASH VALLEY CHAPTER – Ed Norris

Ed reported the next meeting is scheduled for April 6, 2023, in Logansport. There will be a tour of Foppers Gourmet Pet Bakery, followed by a business meeting and tour of the new Cass County Health Department facility. Planning continues for the next virtual foods safety training to be held in May.

EAST CENTRAL CHAPTER – Stephanie Cain

Stephanie reported the last meeting was February 24 at the Fish Moon Distillery in Rushville. There were 17 in attendance. There was a lot of discussion regarding the use of chapter funds. All Chapter members will present ideas for the use of Chapter funds at the next meeting. The next meeting is scheduled for March 31 in Delaware County.

WEST CENTRAL CHAPTER – Lisa Chandler for Mandy Bales

Lisa reported the last meeting was February 16, 2023, at the Hendricks County Government Center in Danville. Steve Yeary, IDOH, spoke about LHD aquatic venue inspections. During the business meeting, it was approved to give a flat donation/sponsorship of \$500 toward the 2023 Fall Conference. There were 17 members in attendance and lunch was held at Frank's Place. The next meeting will be held in June in Sullivan County.

SOUTHERN CHAPTER – Jennifer Heller for Matt Baker

Jennifer reported the next meeting is scheduled for April 19 in Harrison County and will be a joint meeting with the Southeastern Chapter. Sharon Pattee will speak about food code updates and farmers markets.

SOUTHEASTERN CHAPTER – Beth Bowlen

Beth reported the next meeting is scheduled for March 31 at Willie's Sports Bar at Hidden Valley Lake, Lawrenceburg. Brad Boyer, Watermark, will speak about best practices for septic installations. Tyler Hale, IDOH Food Protection, will be speak about Certified Growers. The April 19 meeting will be held in Harrison County and will be a joint meeting with the Southern Chapter.

CENTRAL CHAPTER – Andrew Pappas for Reba Taylor-Hill

Andrew reported the Chapter is still trying to fill the President position.

Hearing no other business to come before the Board, Jennifer Heller entertained a motion to adjourn the meeting. Ed Norris moved that the meeting be adjourned; it was seconded by Holley Rose and passed unanimously. The meeting adjourned at 11:25 am.

Submitted by:

Lisa Chandler, Secretary
Tami Barrett, Board Secretary