



**ETHICS DISCLOSURE STATEMENT
CONFLICTS OF INTEREST - DECISIONS AND VOTING**
Public Form 65800 (11/10-16)
OFFICE OF THE INSPECTOR GENERAL
ID 4-2-5-B

FILED
NOV - 2 2023
INDIANA STATE
ETHICS COMMISSION

In accordance with IC 4-2-8-9, you must file your disclosure with the State Ethics Commission no later than seven (7) days after the conduct that gives rise to the conflict. You must also include a copy of the notification provided to your agency appointing authority and ethics officer when filing this disclosure. This disclosure will be posted on the Inspector General's website.

Name (last) <i>Guerra</i>		Name (first) <i>Terry</i>		Name (middle) <i>L.</i>	
Name of office or agency <i>V.P. N212 Services</i>			Job title <i>V.P. Gov. Affairs</i>		
Address of office (number and street) <i>536 Forest Dr</i>			City <i>Anderson</i>	ZIP code <i>46011</i>	
Office telephone number <i>(517) 298-0217</i>		Office e-mail address (required) <i>guerrabern6@gmail.com</i>			
Describe the conflict of interest: <i>Company has a business relationship with each of the Guerran family members.</i> <i>T. Guerra</i>					

Describe the screen established by your ethics officer: (Attach additional pages as needed)

[Lined area for describing the screen established by the ethics officer]

AFFIRMATION

Your signature below affirms that your disclosures on this form are true, complete, and correct to the best of your knowledge and belief. In addition to this form, you have attached a copy of your written disclosure to your agency appointing authority and ethics officer.

Signature of state officer, employee or special state appointee

Terry L. Guerra

Date signed (month, day, year)

10/24/23

Printed full name of state officer, employee or special state appointee

Terry L. Guerra

FOR ETHICS OFFICER USE ONLY

Your signature below affirms that you have reviewed this disclosure form and that it is true, complete, and correct to the best of your knowledge and belief. You also attest that your agency has implemented the screen described above.

Signature of ethics officer

James M. French

Date signed (month, day, year)

11/2/23

Printed full name of ethics officer

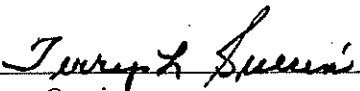
James M. French

**Protocol to Screen
RMDB Member Terry Guerin
from Any Matters Regarding SER North America, Indiana Shingle Recycling, LLC, the Jackson
County Highway Department, or Strategic Materials**

Mr. Terry Guerin sits on the Recycling Market Development Board ("the Board"). His current duties on the board include participating in the Board's grant program, where Mr. Guerin is involved in decisionmaking and voting.

Mr. Guerin currently has business relationships with SER North America, Indiana Shingle Recycling, LLC, the Jackson County Highway Department, and Strategic Materials (collectively, the "Parties"). Therefore, both IDEM and the Board will institute the following protocol to make sure Mr. Guerin is screened from any potential conflict of interest regarding proposals submitted by the Parties.

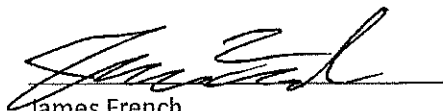
1. Mr. Guerin shall recuse himself from the portion of any meeting in which discussions specific to the Parties, or any of their clients or interests are discussed or are expected to be discussed.
2. Mr. Guerin shall not discuss any matter involving the Parties or their clients with any other IDEM employee or member of the Board.
3. Mr. Guerin shall not participate in decisions regarding or relating to the Parties or any of their clients.
4. Mr. Guerin shall not access any correspondence or files relating to or involving the Parties or their clients. Such documents, if not a matter of public record in IDEM's Virtual File Cabinet, shall be housed with the employee assigned to the matter or kept where Mr. Guerin does not have access to alter the documents.
5. Mr. Guerin shall immediately inform IDEM Ethics Officer James French if any provision of this screening protocol is violated.
6. Mr. Guerin shall follow IC 4-2-6-9(b) and file a written disclosure statement with the State Ethics Commission.
7. All signatories to this screening protocol shall review it within thirty (30) days from the date of the last signature to assure it has been followed and determine if the circumstances have changed to make the protocol no longer necessary.



Terry Guerin

10/24/23

Date



James French
Ethics Officer
Office of Legal Counsel

10/26/23

Date

Baker, Nathaniel P

From: French, James M <JFrench@idem.IN.gov>
Sent: Thursday, November 2, 2023 2:55 PM
To: Rockensuess, Brian
Subject: IC 4-2-6-9 Conflicts of Interest Appointing Authority Notifications
Attachments: Guerin Screen and Disclosure 2023.pdf; Hackman Screen and Disclosure 2023.pdf; Burrow Screen and Disclosure 2023.pdf; Lutz Screen and Disclosure 2023.pdf

Brian,

Four board members identified conflicts of interest relating to their involvement with the board's competitive grant process at last week's RMDB meeting:

- Bruce Burrow (Floyd County SWMD and Jackson County Highway Department);
- Terry Guerin (SER North America, Indiana Shingle Recycling, Jackson Highway, and Strategic Materials);
- Debbie Hackman (Jackson Highway, Warrick and Floyd County SWMDs); and
- Craig Lutz (CW Recycling, Strategic Materials, Virgo and Warrick County SWCDs)

All four have disclosed these conflicts to the ethics commission and all have had screening protocols put in place to ensure that the conflicts were avoided throughout the board's discussion of applications and awarding of grants (see attached). Let me know if you have any questions or need any further information.

This email serves as notification to the appointing authority per IC 4-2-6-9(b)(2)(D).

Best,
Michael

James Michael French
Attorney | IDEM
Tel: (317) 234-2170
Email: jfrench@idem.in.gov

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