

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

Area with horizontal dashed lines 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

Date signed (month, day, year)

03/27/2018

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

Laura May Dresen

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

Date signed (month, day, year)

3/27/18

Printed full name of ethics officer

Kathleen Mills

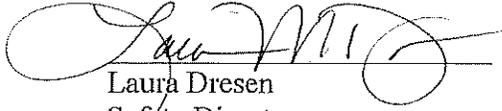
**Protocol
to Screen IDEM Employee Laura Dresen
from any matters regarding Federal Resources and/or Leidos**

Laura Dresen became the Safety Director for the Indiana Department of Environmental Management (“IDEM”) effective March 26, 2018. She is responsible for the safety of all employees of IDEM. Her duties include health and safety administration, job safety/hazard analysis, health and safety training, implementation of best management safety practices, development of health and safety standard operating procedures, medical monitoring and personal protective equipment. She also serves as IDEM’s Radiation Safety Officer.

Prior to her employment with IDEM, Ms. Dresen was employed as an instructor of radiation training courses part-time or on an as-needed basis for Federal Resources and for the federal Center for Domestic Preparedness (“CDP”). Federal Resources is a Maryland based company that provides hazmat courses and sells hazmat equipment nationwide. Leidos is a company hired by the CDP to provide instructors for its courses. Ms. Dresen plans to continue outside employment with Federal Resources and Leidos.

IDEM currently has no contracts with Federal Resources or Leidos. However, to avoid even the appearance of a conflict of interest in the future, IDEM shall implement the following screening protocol.

1. Ms. Dresen’s immediate supervisor, Deputy Assistant Commissioner Robert Lugar of the Office of Program Support at IDEM, shall exercise decision-making authority over all matters concerning Federal Resources and Leidos. Specifically, he will make the decision if IDEM contracts with Federal Resources or Leidos regarding any training for IDEM employees or the purchase of any hazmat equipment.
2. Ms. Dresen shall not discuss any matter or potential matter involving Federal Resources or Leidos with any IDEM employee and shall recuse herself from the portion of any meeting in which any matter concerning either company is discussed.
3. Ms. Dresen shall not participate in any decisions regarding either Federal Resources or Leidos.
4. Ms. Dresen shall immediately notify her supervisor and Ethics Officer Kathleen Mills if any provision of this screening protocol is violated.
5. Ms. Dresen shall also provide a disclosure statement to the State Ethics Commission as required by IC §4-2-6-9(b).
6. All parties to this agreement shall review this screening protocol within 60 days from the date of the last signature to assure this protocol has been followed.



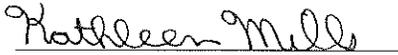
Laura Dresen
Safety Director
Office of Program Support
IDEM

3/26/2018
Date



Robert Lugar
Deputy Assistant Commissioner
Office of Program Support
IDEM

3/26/18
Date



Kathleen Mills
IDEM Ethics Officer

3/26/18
Date



INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT
We Protect Hoosiers and Our Environment.

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Eric J. Holcomb
Governor

Bruno L. Pigott
Commissioner

March 23, 2018

Ms. Laura Dresen
Safety Director
Office of Program Support
IDEM

Dear Ms. Dresen:

Re: Commissioner Approval
of Outside Employment

On your behalf, IDEM Deputy Assistant Commissioner Robert Lugar recently notified IDEM Ethics Officer Kathleen Mills that you are employed part-time by Federal Resources; a Maryland based company and Leidos; a company that contracts to provide instructors with the Center for Domestic Preparedness. Ms. Mills has informed me that you would like to continue your employment as an instructor in radiation training with these two companies when you begin employment as IDEM's Safety Director.

The IDEM Ethics Policy (A-014-AW-16-P-RI) requires that agency staff contemplating outside employment in environmental consulting or other work in an employee's field of expertise to obtain approval from his or her supervisor, the Commissioner and the Indiana State Ethics Commission ("ISEC").

By contacting Ms. Mills, Assistant Commissioner Lugar has provided his approval for your outside employment.

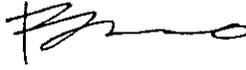
This letter is to serve as my written approval of your outside employment as an instructor with Federal Resources and Leidos in accordance with IDEM policy.

Ms. Mills has also informed me that she has prepared a screening protocol for your signature to assure that your outside employment will not cause any conflict of interest.

I will not require you to obtain a written advisory opinion from the ISEC per IDEM policy. However, please be aware that under IC §4-2-6-5.5 only a written advisory opinion from the ISEC is conclusive proof that an individual's outside employment is not a violation of the code of ethics.

I do reserve the option to rescind my approval if I believe your outside employment has interfered in any way with your work at IDEM.

Sincerely,



Bruno L. Pigott
Commissioner

