



**ETHICS DISCLOSURE STATEMENT**  
**CONFLICTS OF INTEREST – DECISIONS AND VOTING**  
State Form 56860 (R / 10-15)  
OFFICE OF THE INSPECTOR GENERAL  
IC 4-2-6-9

FILED

DEC 2 2024

INDIANA STATE  
ETHICS COMMISSION

In accordance with IC 4-2-6-9, 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) Tachtiris	Name (first) Valerie	Name (middle) M
Name of office or agency Indiana Department of Environmental Management		Job title Deputy General Counsel
Address of office (number and street) 100 N Senate Avenue		City Indianapolis
		ZIP code 46204
Office telephone number ( 317 ) 234-888	Office e-mail address (required) vtachtir@idem.in.gov	

Describe the conflict of interest:

I have applied for a position at Toyota Material Handling, Inc., a manufacturing company that holds a Title 5 air permit administered by the Indiana Department of Environmental Management.

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

#### 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)

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

Valerie Tachtiris

December 2, 2024

#### 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)

Printed full name of ethics officer

James French


12-2-24

**Protocol to Screen the Indiana Department of Environmental Management's  
Office of Legal Counsel's Valerie Tachtiris  
from Any Matters Regarding Toyota Material Handling, Inc.**

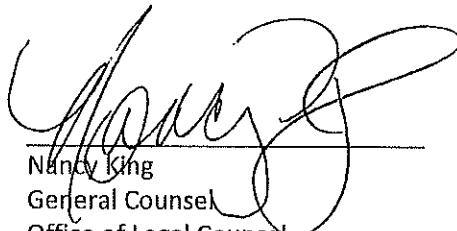
Ms. Valerie Tachtiris is Deputy General Counsel for the Office of Legal Counsel (OLC) at the Indiana Department of Environmental Management (IDEM). Ms. Tachtiris' duties include work as an attorney and co-supervision of other attorneys within OLC, as well as management of the Office of Records Management (ORM) within IDEM.

Ms. Tachtiris has applied for a position with Toyota Material Handling, Inc. (TMH), a forklift manufacturing company that holds a Title V air permit administered by IDEM. Though Ms. Tachtiris does not have any matters involving Toyota, nor does she participate in decisions or votes pertaining to Toyota in her day-to-day at IDEM, per IC 4-2-6-9, IDEM is instituting the following to ensure Ms. Tachtiris is screened from any potential conflict of interest with Toyota.

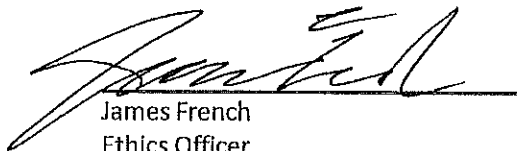
1. IDEM OLC General Counsel Nancy King (GC King) is Ms. Tachtiris' direct supervisor. GC King will not assign any current or future matter that may arise involving Toyota, or any of its clients, to Ms. Tachtiris.
2. Ms. Tachtiris shall recuse herself from the portion of any meeting at IDEM in which discussions specific to Toyota, or in which any of its clients or interests are discussed or are expected to be discussed.
3. Ms. Tachtiris shall not discuss any matter involving Toyota, or any of its clients or with any other IDEM employee.
4. GC King will notify in writing all employees in her supervisory chain that they are not to discuss any matters involving Toyota, or any of its clients, with Ms. Tachtiris, nor send her any emails concerning Toyota.
5. Ms. Tachtiris shall not participate in decisions regarding or relating to Toyota, or any of its clients.
6. Ms. Tachtiris shall not access any correspondence or files relating to or involving Toyota, or any of its clients, either during her hours of work at IDEM or by utilizing State equipment. 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 Ms. Tachtiris does not have access to alter the documents.
7. Ms. Tachtiris shall immediately inform GC King and IDEM Ethics Officer James French if any provision of this screening protocol is violated.
8. Ms. Tachtiris shall follow IC 4-2-6-9(b) and file a written disclosure statement with the State Ethics Commission.
9. All signatories to this screening protocol shall review it within thirty (30) days from the date of the last signature to ensure it has been followed and determine if the circumstances have changed to make the protocol no longer necessary.

  
Valerie Tachtis  
Deputy General Counsel  
Office of Legal Counsel

December 2, 2024  
Date

  
Nancy King  
General Counsel  
Office of Legal Counsel

12/2/24  
Date

  
James French  
Ethics Officer  
Office of Legal Counsel

12-2-24  
Date



Outlook

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## Screen and Disclosure for Valerie Tachtiris--Toyota Material Handling

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From French, James M <JFrench@idem.IN.gov>

Date Mon 12/2/2024 4:12 PM

To Rockensuess, Brian <BRockens@idem.IN.gov>

 1 attachment (767 KB)

20241202161505509.pdf;

Commissioner Rockensuess,

This email serves as notification to the appointing authority per IC 4-2-6-9(b)(2)(D) that OLC's Valerie Tachtiris has a potential conflict of interest. Ms. Tachtiris has applied for an attorney position with Toyota Material Handling, Inc., a manufacturing company that holds an air permit administered by IDEM. Per IC 4-2-6-9, IDEM is instituting the following to ensure Ms. Tachtiris is screened from any potential conflict of interest with TMH. Ms. Tachtiris and I have discussed IC 4-2-6-9; she will file a written disclosure to the Office of the Inspector General and we will implement a screening protocol at IDEM, see attached. Ms. Tachtiris' supervisor, Nancy King, has been notified of the screening protocol. Please reach out if you have any questions, thanks.

Best,  
Michael

**James Michael French**

Attorney | IDEM

Tel: (317) 234-2170

Email: [jfrench@idem.in.gov](mailto:jfrench@idem.in.gov)

**\*\*\*PRIVILEGED AND CONFIDENTIAL\*\*\***

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