

- *Executive Board Minutes*
 - January 20, 2026
 - **9:30 am –11:00 am**
 - Zoom Meeting Format
- Call to Order – Wayne Whitford, President
- Attendance
 - Wayne Whitford, President – present
 - Brian Lockard, VP – absent
 - Liam Ehrenzweig, Secretary – present
 - Courtney Bogaert – absent
 - Lisa Bechok – resigned
 - Nancy Kilbride, Events Your Way – present
 - Sophia Johnson, DPHS Health Officer Liaison Unit – present
 - Madison Bailey - present
 - Heidi Peek-Kukulka – present
 - Brian Santiago, Concord, NH Health Officer – present
 - Angela Liberty, - present
 - Kendall Hughes, - absent
- Approval of December 16, 2025 minutes
 - A motion to approve the minutes from the previous Board meeting was made. The minutes were approved.
- Treasurer’s Report – Nancy Kilbride, Brian Santiago
 - Nancy reported outlay of \$321.64 for membership mailings.
 - A \$7,500 revenue was received from Beverly Druin, DHHS for sponsor ship of the Spring Conference. Nancy will reach out to Beverly to discuss her expectations for sponsorship such as logos, banner, etc.
 - Current balance for NHHOA is \$19,175.41
- Spring Conference
 - Three speakers have been confirmed at this time, so the morning session is filled with two 60 minutes and one 45 minute presentation.
 - After brief confusion about the number of presentations available during the somewhat truncated available time at the Puritan, Sophia clarified that Kate Kirkwood will provide the Lead Based Paint RRP presentation and one presentation was duplicated on the draft agenda; therefore one presentation does not need to be eliminated from the draft.
 - Nancy reported Brian L. has confirmed Aaron Krycki for bed bugs presentation, and that Aaron has requested any specific health officer interests be relayed to him for inclusion in his presentation. Brian S. suggested treatment methods.

Sophia felt an introduction to the subject would be helpful, along with information about responsibilities of landlords, and tenant responsibilities too. Heidi stated the process of handling bedbug issues should be addressed.

- Nancy will cc Brian L. and Aaron regarding bedbug presentation content.
 - Sophia is in touch with Kate Kirkwood.
 - Wayne will reach out to Christine at NHMA about administrative inspection warrants.
 - Nancy noted Brian L. had reached out to Chad Putney, NH Fire Prevention Society, to solicit minimum housing standards presentation from him, but had not received a response. Nancy asked if there were any other suggestions for a speaker on that topic. Liam thought a fire chief would be a good choice, since they often refer minimum housing concerns to health officers due to their role as first responders.
 - Sophia offered an alternative, stating she had been in contact with Dave Aiton, DES Subsurface, who had requested an opportunity to present recent septic rule changes to the conference. There was agreement that this topic will be a good substitute for the lack of available minimum housing standards presenter.
 - Nancy asked when should registration for the conference be opened? Wayne responded as soon as possible. Nancy will open registration.
 - Wayne asked if we were all set with Puritan for food? Nancy stated menu offerings sometimes change from year to year, but she will be able to take care of that.
- Membership Update
 - Nancy said 93 memberships have been confirmed for 2026 so far, and more are being processed. She will send a reminder along with the conference registration.
 - Health Officer Liaison Updates – Sophia Johnson
 - Sophia reported the scholarship program for continuing education will be renewed in Spring 2026. There is not a set maximum dollar allotment, but \$15,000 total has been allocated for continuing education.
 - Sophia is working with Joanne on more regional meetings. Berlin, Fremont, and Hanover/Lebanon are expected locations. Wayne asked Liam if Lebanon could host a meeting, and Liam is to check with his department director. Sophia stated Adult Protective Services will be on the regional meeting agenda.
 - New Business
 - Wayne informs he and Sophia presented the Readiness Report to the legislative health and human services committee. He reported the interaction with this committee went well, and he and Sophia were able to answer their questions, and the communication with that committee was very positive.
 - Action Items
 - Wayne to communicate with Christine from NHMA

- Nancy to connect with Brian L.
- Next meeting
 - Next meeting– February 17, 2026 at 9:30am.
- Adjournment – Wayne Whitford, President —9:53 am.