



New Hampshire Health Officers Association

Executive Board Meeting Minutes

Wednesday January 20, 2021

Via Zoom Video Meeting Platform

I. Call to Order

Wayne Whitford, President called the meeting to order at 9:00AM via Zoom Meeting Platform NH.

II. Attendance

Wayne Whitford, President
Brian Lockard, Vice President
Denise DeBlois, Treasurer
Dennise Horrocks, Secretary
Rene Beaudoin
Ron Eisenhart
Dennis Roseberry
Matt Cahillane, Program Manager, HOL
Sophia Johnson, Health Officer Specialist
Nancy Kilbride, Events Your Way
Rep. William Marsh

Absent:
Ron Beard
Arthur Capello
James Murray
Heidi Peek

III. Approval of Minutes

The minutes from December 29, 2020 were approved.

IV. Treasurer's Report- Denise DeBlois/ Nancy Kilbride

Nancy reviewed the Annual report. Total revenue is \$11,444.39. 400 membership letters were mailed out and so far, we have 81 members. Nancy will next target those that didn't join. Treasurer's report accepted.

V. Health Officer Liaison Updates/ Health Officer Manual Update- Sophia Johnson, Matt Cahillane

- a) Update: Sophia is working on a draft readiness report from NHHOA to SHA/ SHIP. She also is further investigating an email from HSEM about "low-risk" first responders, and what that may mean for HO's, so watch for updates.
- b) HOLU Report on Technical Assistance Efforts, CY 2020: Sophia reviewed the report, highlighting the 300% increase in technical assistance. There were 729 calls/ emails, of which 70% were Covid related. Technical assistance requests were made from a total of 72% of NH municipalities. The ability to continue to meet increasing demands on the program is limited with PT HOLU staff and PT supervisor. This was challenging to meet this number of calls. More hours for staff and funding to work OT would be beneficial to support the needs of the HO's. It would be beneficial to share the increased workload data and impact on local HO's with DHHS.
- c) Health Officer's Manual: The mold chapter is finished. Sophia asked for volunteers to assist with Mold webinar for answering questions.

- d) Strategic Planning: Sophia reached out to several facilitators, and the average cost was \$2000. Nancy has two facilitators in mind, but one is booked out 8-9 months, and the other needs a time frame of when we need him and what the deliverables will be. Discussion took place about 2 half day sessions, a week apart. The group agreed to hold off this discussion until September. We can revisit, take all ideas, goals and present to whomever the facilitator will be. Nancy and Sophia will work with their facilitators on proposed costs.
- e) HB 79: Matt reviewed the bill with the board. Representative William Marsh joined the call for any questions raised. The reporting requirement in the bill is crucial to express the real needs of HO's in readiness, and where do HO's fall in readiness for the state. We could use the fall workshop to assemble data of HO needs to become "ready" to report on 11/2/21. HIPPA Compliance training will be separate from the required 3 hour training in the bill. Usually it is 1/2 hours. The board discussed Section V, and "may" vs "shall". Sections VII, VIII, and IX will apply to cities.

VI. Spring Workshop discussion

- a) The board agreed on a virtual workshop on Wed. May 12, 2021.
- b) Unsanitary inspections will be the topic. We propose some case studies, and the different scenarios encountered with each. We could have 2-3 speakers for 30 minutes each. We can see where Covid is at that point and have a section for a hot wash, what worked and what didn't work. Sophia could also review the volume of calls HONU received. Nancy will send out an email for "save the date", and the topics being considered. The board asked if we could get a brief update at the workshop from Dr. Chan, as a keynote speaker. Could Wayne reach out with the request?

VII. Covid-19 Updates/ Response/ Issues

- a) State/ Locals
 - Ren has a template letter/ email to business owners notifying them of a positive case in the business. It discusses identifying close contacts, where staff can go for testing. Also a template for owners to send to staff. The Board will review it and see if we should share with the listserv.

VIII. Committee Reports

- Seasonal Issues: Nothing to report
- Emergency Preparedness: Nothing to report
- Legislative/ NH Public Health Association: Monday 2/8/21 testimony on HB79. Brian volunteered to testify.

IX. New business: Kevin Kaveny, NHDES (subsurface/septic) wants to thank HO's and reach out to those that have particularly gone above & beyond. He also wondered what other ways he could recognize HO's in general. The board wants to bring him in to a future meeting (summer timeframe).

X. Next Meeting

- a) The next zoom meeting will be Tuesday February 23, 2021 at 9:00AM
- b) The meeting was adjourned at 10:33AM.

Respectfully submitted: Dennise Horrocks, Secretary