



New Hampshire Health Officers Association

Executive Board Meeting Minutes

Thursday July 18, 2019

I. Call to order

Vice President Wayne Whitford called the meeting to order at 10:04AM at the New Hampshire Municipal Association, Concord, NH.

II. Attendance

Wayne Whitford, Vice President
Brian Lockard, Treasurer
Dennise Horrocks, Secretary
Rene Beaudoin
Dennis Roseberry
Ron Eisenhart
Denise DeBlois
Shawn Riley
Ron Beard
Matt Cahillane, HOL

Absent:

Arthur Capello, President
James Murray
Heidi Peek

III. Approval of minutes from last meeting

The minutes of the June 18, 2019 meeting were approved.

IV. Treasurer's Report- Brian Lockard

- a) Checking and Money Market totals through June 2019 is \$16,748.71.
- b) Total membership is currently 185. (2018: 206 members, 2017:199 members, 2016:193 members)

V. Health Officer Liaison Updates/ Health Officer Manual Update

- a) Matt reported that his goal is to get 2 chapters reviewed/ revised by the next workshop. Role of the Health Officer, Moisture/ Mold (with assistance from Ren on this chapter) and Bed Bugs. The approach for the bed bug chapter will be that all three partners, tenant, landlord and pest control need to do their job in order to be successful. Shawn was concerned about Pools/ hot tubs as his city has quite a few. There are Certified Pool Operator courses available, Manchester has them frequently, usually a few hundred dollars, and there is a Certified Pool Inspector (CPI) online course. Matt feels that HO's need a short checklist of what to look for with pool issues. Ren mentioned that Taylor has online courses that are quite good, and he will send us all the link to their training page. He will also send us the Nashua and State form for inspections. Wayne suggested sending out information about

- the State pool/ spa program contact information through the listserv for those HO's that may have noted some issues in their towns/ cities.
- b) Matt gave a status update on appointed HO's in the State. There have been 125 appointments so far, there were 14 in May, none in June. There are currently 40 expired positions with 8 expiring in July. 10 are represented by BOS.
 - c) Matt received a training request from the Monadnock Region (Emergency Preparedness PHN) about the role of the Health Officer. Matt was thinking perhaps sometime in September and be an on-site training.
 - d) Matt wondered if a proposal was sent to NHMA for NHHOA to host a session at the 2019 NHMA Conference. The proposal needed to be submitted by 7/15/19, but the board was not aware of anything sent in.
 - e) Discussion followed about a training being made available in the North Country (Bethlehem). We can do outreach once we have developed curriculum.
 - f) Budget for HOL is currently a ½ time position (.5 FTE) and the hope is to get it to .75 FTE, and we can ask Lisa Morris if this is something she will support.
 - g) Matt has already provided Lisa Morris with a list of the NHHOA Board members, the 2015 HO survey, and the RSA's that HO's are responsible for enforcing. Our organization has a need to professionalize, and we need the resources to support that endeavor.
 - h) Wayne mentioned that he attended a meeting where new legislation requires all inspectors (fire, code, building and HO) to cite any RSA's in reports of enforcement, and this requirement will take effect in 2020. Wayne is going to research this change and if it does affect the HO's, perhaps we should invite Christine Filmore to present at the Fall workshop on how it will impact us.

VI. Action Items

- a) The Board discussed a potential fee for vendors. Currently they are not charged a fee but can have meals and attend sessions. The board voted to include a vendor category on our workshop registration form at a fee of \$25 and this would be in effect for the fall workshop.
- b) The Board wants to pursue looking at other locations for a workshop Denise suggested the National Guard Training Facility in Pembroke. Matt suggested the NHDES auditorium. Shawn suggested the Fire Academy. The thought is to perhaps have one workshop at NHMA and one at a different location. The hope is to have a location closer to the areas that we have identified as needing more training opportunities.
- c) Fall workshop sessions: Lead poisoning and prevention program and RRP; Taking care of you, the first responder; legal; crime scene cleanup / bio-hazard presentation; apps for HO reporting. Matt will see if Diana Schryver at Disaster Behavioral Health Emergency Services Unit is interested in presenting the "taking care of you" session.

VII. Committee Reports

- a) Seasonal Issues: Testing has begun, but there have been no positives.
- b) Emergency Preparedness: Nothing to report
- c) Legislative / NH Public Health Association: Next meeting we will review the RSA's for HO's. The Board wants to get clarification from Christine as to whether the Board can lobby for items

VIII. Review of final draft of RSA's for Health Officers

- a) This was tabled to the next meeting.

IX. Meeting with Lisa Morris, Director of Public Health Services and Michelle Roberge, Bureau Chief, Public Health Protection

- a) Introduction of Board and Guests.

- b) Director Morris discussed the State Health Assessment and State Health Improvement Plan. They are integrating the entire department on the assessment and align the plan with local communities. The 2011 State Assessment of Health Indicators was done but wasn't aligned with the communities. The communities need to be included in the plan now and the end of 2020. Phase I will pull all the data together to see what is missing. Phase II will fill the gaps. There will be a State Health Assessment/ Improvement Council created. There is an integrated plan being developed for Public Health Services which will lead to better health outcomes. An Environmental Health Integration Team will be developing goals for the plan.
- c) The State legislators are very interested in the environment and health, citing concerns with PFAS, CBD, etc. The legislators ask what do we need to develop to ensure environmental health capacity? What are our priorities currently and on the horizon? PHS needs to partner with the local communities on the list of priorities.
- d) The group discussed the need for HO training and of limited resources to provide the trainings. Director Morris asked the Board to consider what the structure for HO training and resources would like, how to integrate it into overall planning, and a timeline for action. A discussion about possibly a ½ day orientation for new HO's, webinars and online video training curriculum.
- e) Director Morris mentioned that ASTHO (Association of State and Territorial Health Officers) has a peer group for new directors. She wondered if HO's needed to develop peer to peer relationship, and network more.
- f) Director Morris feels the State needs a strategic plan to incorporate HO's and the work they do. She feels that reaching out to Public Health Networks to incorporate HO's is important also. Could changes to RSA 128 help with structure, resources, and not restricting the position to NH residents. HO work needs to be included into the State plan and the Integration Team.
- g) Director Morris appreciated the time spent with the Board and feels the Health Officer Liaison position should be a full time position.

X. The next Executive Board Meeting is proposed for Thursday August 15, 2019 at 9:00AM at NHMA in Concord, NH.

XI. Meeting was adjourned at 12:55 PM.

Respectfully submitted: Dennise Horrocks, Secretary