



# New Hampshire Health Officers Association

## Executive Board Meeting Minutes

Tuesday January 8, 2019

### I. Call to order

President Arthur Capello called the meeting to order at 9:05AM at the New Hampshire Municipal Association, Concord, NH.

### II. Attendance

Arthur Capello, President  
Wayne Whitford, Vice President  
Brian Lockard, Treasurer  
Rene Beaudoin  
James Murray  
Ron Beard  
Ron Eisenhart  
Shawn Riley  
Matt Cahillane, HOL  
By Phone: Dennise Horrocks, Secretary  
Absent:  
Heidi Peek  
Dennis Roseberry

### III. Approval of minutes from last meeting

The minutes of the December 11, 2018 meeting were approved with one correction to the 2018 membership numbers.

### IV. Treasurer's Report

Brian reported:

- a) Checking and Money Market Account totals through 12/30/18 is \$19,008.89. Brian will check with Nancy about the payment for Hart's Turkey Farm. Nancy has sent membership packets out via USPS, and it is also available on NHHOA website. Membership in 2017 was 199, and 2018 was 206. The question was raised as to whether we could determine where workshop attendees

come from, and whether we need to focus training opportunities for the northern part of the state.

**Action item:** See if Nancy could gather that information from the workshop attendee list.

- b) Brian asked to confirm current addresses for all NHHOA accounts. The credit card and checking account have Arthur's address in Farmington, the taxes have Brian's work address in Salem, and our mailing address is with Nancy in Whitefield. No changes were made.
- c) The board voted to accept the treasurer's report.

## **V. Health Officer Liaison Updates**

- a) Matt provided information on a webinar being offered by NHMA on February 13, 2019 from 12:00-1:00PM titled "Something's in the Air: Outdoor Wood Boilers and Open Burning Regulations. NHMA legal counsel and NHDES staff will be the presenters. Matt will send this out through the listserv.
- b) Health Officer Manual update: Matt developed a list of the sections of the manual that need to be updated, and suggests we prioritize which sections we update first. Laws, forms, approaches have changed over time, all the sections need to be accurate. The list includes: bed bugs, pool inspections and legionnaires disease, failed septic systems, child care inspections, nuisances, beach advisories, moisture and mold, roles and responsibilities of the HO. Matt suggests we prioritize this discussion at the next meeting and at future meetings work on one section each meeting. Matt will update the list with links to the document from the manual and will send to the board for review prior to the next meeting.
- c) Addiction resources update: Matt recommends the NH Recovery Hub as the best resource for addiction resources. He suggests sending the information to the listserv, a link on our website, and even a section on our website. All Public Health Networks have a substance misuse coordinator, and contacts for recovery resources. It was suggested that a speaker be brought in for the next workshop to discuss the Health Officers' role in addiction in communities and finding/ providing resources, possibly Neil Twitchell?
- d) The fiscal year for Matt's position runs from October through September. Out of 380 HO's and DHO's there are 34 vacancies. There have been 73 HO's appointed in 2018. The government shutdown is not currently affecting Matts' position/ work.

## **VI. Committee Reports**

- a) Arboviral: Matt reviewed testing summaries for 2018. The test results and risk map are available on NH DHHS website. The Arboviral Illness Taskforce End of Year Meeting will be held on January 9, 2019 at 1:30PM at Hazen Drive. April Torhan from Nashua will be presenting their data. Brian and Dennise are on this task force. Discussion continued relative to mosquito control programs and funding for programs being each town's responsibility.
- b) Emergency Preparedness: the next conference will be June 4, 2019 in Manchester.
- c) Legislative / NH Public Health Association: Ren reviewed several upcoming legislative bills that could be of concern to HO's. HB 249 would permit restaurant owners to allow dogs in restaurants, but not in food preparation areas. Ren volunteered to write an opposition letter

from the Association. HB 192 would abolish fluoridation in drinking water. Matt will follow-up with Oral Health program about fluoride concerns and a possible statement. LSR2019-0977 child care program licensing, LSR2019-0736 a study on the licensure of wild mushroom foragers.

## **VII. Training**

- a) Discussion regarding how the survey questions are answered. Should we have a “Best practices” list on our website, and a section for frequently asked questions. Training opportunities of Health Officers in the north country could be an issue. It was suggested that we possibly have a session at the Primex Conference. There is an opportunity for NHHOA to host and optional session on May 5, 2019 at 3PM. Suggested topic would be a one hour training on the role of the Health Officer. Who would teach this? This will be placed on the February agenda.
- b) Emergency management has many useful trainings, should we include this at next workshop? NIMS or ICS training? This will be placed on the February agenda.

## **VIII. Spring Workshop**

- a) Surveys indicate requests for Legal review session. Topics can include: laws that have changed that are pertinent to HO's; legal liability; writing an order or citation; authority of HO's. Arthur will reach out to her to have the afternoon session. 1 hour of changes to the law, 1 hour of enforcement and ½ hour for questions.
- b) We should include addiction, regional resources presentation, 1 hour.
- c) Mosquitoes and Ticks, 20 minutes
- d) Moisture and Mold. HO's gets lots of calls about mold. Ren had previously done a presentation about mold. There are new certification requirements for mold assessments. Ren is developing a flyer outlining landlord/ tenant responsibilities and will share it with the board.
- e) Complete draft agenda for next meeting.

## **IX. Next Meeting**

Next Executive Board Meeting is proposed for Tuesday February 5, 2019 at 9:00AM at NHMA in Concord, NH.

## **X. Adjournment**

Meeting was adjourned at 10:17AM.

Minutes submitted by: Dennise Horrocks, Secretary