



New Hampshire Health Officers Association

Executive Board Meeting Minutes

Tuesday February 5, 2019

I. Call to order

President Arthur Capello called the meeting to order at 9:15AM at the New Hampshire Municipal Association, Concord, NH.

II. Attendance

Arthur Capello, President
Dennise Horrocks, Secretary
Shawn Riley
James Murray
Rene Beaudoin
Dennis Roseberry
Ron Eisenhart
Matt Cahillane, HOL
Nancy Kilbride, Events Your Way

Absent:

Heidi Peek, Brian Lockard, Wayne Whitford, Ron Beard

III. Approval of minutes from last meeting

The minutes of the January 8, 2019 meeting were approved.

IV. Health Officer Liaison Updates

- a) Matt reported that last month there were 14 Health Officer appointments, and there are currently 25 vacancies.
- b) An email about the NHMA webinar on February 13, 2019 from 12:00-1:00PM titled "Something's in the Air: Outdoor Wood Boilers and Open Burning Regulations, was sent out through the listserv.
- c) Bev Drouin is proposing adding a part time tech person to work with the HOL and assist with some of the duties, including processing appointments.

V. Committee Reports

- a) Arboviral: Matt suggested changing this committee report title to “Seasonal Issues” for reporting on Arboviral, ticks, pools/spa issues, mold/ moisture, emergency preparedness, or any other topic that is more seasonal in nature. The end of year Arboviral Task Force met in January and indicated they would be adding two mosquito species to the testing list that will be perhaps more relevant to Jamestown Canyon virus (JCV) surveillance. They are also working on finding avenues to improve the JCV surveillance.
- b) Emergency Preparedness: the next conference will be June 4, 2019 in Manchester. Suggestion from the group was to see if we could offer a “Health Officer 101” breakout session. Arthur contacted the Conference committee to propose that idea.
- c) Legislative / NH Public Health Association: Review of 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. Colleen Smith at NHDPHS Bureau of Food Protection went to the hearing and feels it will be inexpedient to legislate, but there likely will be future legislation pertaining to service dogs. HB 192 would abolish fluoridation in drinking water. Matt will follow-up with the status of this bill. HB 581 would prohibit municipalities from paying for employees’ memberships dues. SB81 would fund and create an environmental health response team with 12 possible positions. A public hearing for this will be 2/6/19. HB 736 will reestablish the committee to study cancer clusters.

VI. Treasurer’s Report

Nancy reported:

- a) Checking and Money Market Account totals through January 2019 is \$20,519.34
- b) The board voted to accept the Treasurer’s report.
- c) Nancy contacted Hart’s Turkey Farm because they have not submitted an invoice and the individual she spoke with said they had to look into the details and would get back to her at the end of the week.
- d) Nancy distributed 2 maps that she created that detailed 1) the percentage of membership in each county and 2) the percentage of attendance for the Spring and Fall workshops from 2016, 2017 and 2018. The membership numbers correlate by county to attendees at workshops. It is evident that we focus on some type of training opportunities for the Northern part of the state.

VII. Membership and NHHOA clothing discussion

- a) Nancy has sent membership packets out via USPS, and it is also available on NHHOA website. 139 people have already sent in their membership for 2019.

- b) Nancy provided pictures and samples of the jackets, shirts and hats that we could order for the membership. The group agreed upon NHHOA hats in a choice of teal or black/ gray and NHHOA lanyards in blue or maroon for gifts for the Spring workshop. Black NHHOA jackets will be the gift for the Fall workshop, and Nancy will have samples/ sizes available at the Spring conference for members to determine their size, and we will order them for the Fall conference.

VIII. Health Officer Manual Update

- a) Health Officer Manual update: Matt will have the Housing and Bed bugs section to the board by the next meeting. He will contact Tim Wilson, State pool inspector for a sample inspection form and basic guidelines for the Pools and Bathing section of the manual. Failed septic systems section needs to be reviewed and updated by DES, and Matt has not heard back from Kevin Kaveny at DES regarding this update. The next sections for update are mold/ moisture, roles and responsibilities and public health nuisances.
- b) Matt will send to the board the current laws to put in the HO manual that are pertinent to HO's. Dennise and Matt will review them prior to the next meeting to be sure they include all that reference the HO.

IX. Spring Workshop

- a) Matt distributed a draft agenda for the conference. The board agreed that the entire afternoon section should be legal with Christine Fillmore, Esq., with the first part of the afternoon being the training and the last part of the afternoon a time for questions.
- b) Arthur will check on a hot breakfast from First Impressions, and book Brown Bag for lunch sandwiches.
- c) Nancy will reach out to the chosen vendors to confirm
- d) Matt will send Nancy the draft agenda to update with final speaker bios and to post to the website and send through the listserv.

X. Primex Conference- Potential Health Officer Training Opportunity

- a) The board discussed having a Health Officer 101 for HO's at the Primex conference at the Mt. Washington Resort in Twin Mountain next year. The conference is free if the HO's municipality has Primex as their provider. We also discussed a possible HO 101 training in the Lincoln area. Dennise suggested we check with Ron Beard at the next meeting to see if there is a meeting space available that he may be aware of in that area that we could use.

XI. Next Meeting

Next Executive Board Meeting is proposed for Tuesday March 19, 2019 at 9:00AM at NHMA in Concord, NH.

XII. Adjournment

Meeting was adjourned at 10:35AM.

Minutes submitted by: Dennise Horrocks, Secretary