

NEW HAMPSHIRE HEALTH OFFICER'S ASSOCIATION

EXECUTIVE BOARD MEETING

AUGUST 15, 2013

Meeting was called to order at 9:10 am at the Local Government Center, Concord, NH

ATTENDANCE: Bev Drouin/HOL, Wayne Whitford, Heidi Peek, Brian Lockard/Treasurer, Chuck Stata, Bill Oleksak/Past President, Arthur Capello, Don Bent, Cec Curran/Vice President, Dennise Horrocks/website, Judy Jervis/President, Kim McNamara via tela at 11 am

MINUTES: July 18, 2013 minutes were approved as written; Arthur made the motion, Dennise seconded, all in favor.

TREASURER'S REPORT: Balance of checking as of July 31 is \$10,741.65; as well as the CD and the Money Market accounts. Eileen thought all were paid for the spring conference with the possible exception of 2.

BUSINESS:

There was a discussion about HO ability to pay for the conference, is it in their budget, some do not have any budget... According to the responses from the survey that was sent out there are some HO who do have money restraints. The board voted to make available 5 scholarships for the fall meeting and workshop to first time attendees and limit to one per town. The applicant will email the board/Cec and Judy of their interest. We will review the applicants at the Sept board meeting. Dennise will send out an email to all of this notice along with the reminder of RSA 129:1. She will put the RSA notice on the registration form as well.

Website/Dennise—There is a 14 hour training course that is free, on-line from the NY School of Public Health. She is going to post. It seems like a good training for beginning HO.

Oct 24 meeting and workshop. Arthur and Brian discussed the cases they would be presenting on the housing standards presentation. Arthur has one case study involving a motel and Brian a 2 cases; one involving a rental unit and the other owner occupied. Kim's ? Judy will ask Phil to review the minimum housing standards to segway into the housing standards presentation. Each will speak then take questions at the end.

Bev asked for some direction for the DOE speakers.

Bill brought in sample bags for give-away. The board voted on the best bag. Bill will see to the ordering of the bags. The raffle for the MEMO will be at the end of the conference. Bill will purchase the tablet, we will reimburse him. If there are HO who attend the workshop but did not complete the survey, they

will be given the opportunity to complete it at the workshop and their name will be placed in the raffle for the MEMO.

Dennise and Arthur will see to the printing/copies of the agenda and the evaluation for the workshop.

The board is going to lunch at the Brown Bag Deli. We may decide to use them for the catering at the workshop.

#### COMMITTEES:

Legislation: Bev asked if Pam from DES could come to the next meeting to speak on the proposed legislation on outdoor smoking.

Arboviral: Nashua has had a positive WNV. Update on aerial spraying?

Arsenic Consortium: Bill was contacting them with Hudson's 1981 study of arsenic and apple orchards. The fertilizers used had arsenic.

NH GUIDE For Potable Water: Brian says the group is still entertaining comments. Hopefully there will be a draft in Oct.

Spring Conference idea---public health nurse

#### HEALTH OFFICER MANUAL REVIEW:

Communicable Disease section with Bev.

Health Officer and foodborne illness inspection assist the State? HO needs to be trained, have the tool of the inspection report.

? if HO assist with isolation and quarantine. Felt this was under the realm of the PHN person.

HO role beyond the RSA's? There is none. Need to focus on only the HO RSA's

Need all RSA's listed in the manual. Maybe have an appendix and some sort of decision tree.

Add guidance document on reporting for child and adult issues/complaints

Draft a check list for housing-Bev

NEXT MEETING: SEPTEMBER 19, 2013 (Cec will be away)

Adjourned at 11:45 am

Submitted by

Judy Jervis, President