- *Executive Board Minutes*
  - October 20, 2026
  - **9:30 am –11:00 am**
  - Zoom Meeting Format

- Call to Order – Wayne Whitford, President

- Attendance
  - Wayne Whitford, President –present
  - Brian Lockard, VP – present
  - Liam Ehrenzweig, Secretary – present
  - Courtney Bogaert – present
  - Nancy Kilbride, Events Your Way – absent
  - Sophia Johnson, DPHS Health Officer Liaison Unit – present
  - Heidi Peek-Kukulka – present
  - Brian Santiago, Concord, NH Health Officer – absent
  - Angela Liberty, - absent
  - Kendall Hughes, - absent
  - April Phelps, - present
  - Brodie Deshaies- NHMA-present

- Approval of August 18, 2026 minutes
  - A motion to approve the minutes from the previous Board meeting was made. The minutes were approved.

- Health Officer Liaison Updates –
  - There was some uncertainty if Nancy would be in attendance, so Wayne asked Sophia to start. Later it was recalled by Brian L. Nancy had previously informed of possible absence.
  - Sophia appreciated the feedback from those who reviewed the draft Readiness Report. She expects to have an edited version available by end of this week and then asked Wayne if he had received feedback from Legislature regarding last year's report. Wayne stated the presentation to Legislature was easier than other years and noted they had one or two questions. Overall the presentation to legislature is going well. Sophia agreed that there is a better understanding of what Legislators are interested in.
  - Sophia will be presenting at the NHMA conference next week on a Local Board of Health training being developed.
  - She noted the DHHS portal for Health Officer appointments has some bugs and work is ongoing to fix those, and asked to let her know if anyone has trouble with access.
  - The Community Health Institute contract which funds Cornerstone and scholarship is expecting to receive additional funds from the federal government,

and Sophia asked for suggestions on other potential uses for those such as trainings or products.
    - Sophia has received feedback from firefighters regarding their requirement for CEUs, and thought that the conferences could potentially qualify for those. She asked the Board to let her know if there is interest in getting credentialed for CEUs. Brian L. thought it is worth considering. April noted her requirement for CEUs as an RN, and thought our conference aligned with other CEU qualifying trainings familiar to her. Liam to check with NHBOA for their experience qualifying for CEUs.
    - DES is creating a program to outreach to approximately 30 municipalities' health officers with known roadside springs to gauge those town's receptivity to provide postings of known risks and education of those risks.

- NHMA legislative update—Brodie Deshaies
    - Brodie introduced himself and stated the NHMA goal of reaching out to affiliate groups that work with local officials to seek collaboration with advocacy goals if desired. He seeks a better understanding of NHHOA goals for the upcoming legislative session.
    - Brian L. noted recent bills to revise the authority of local health officers on matters including Homestead law and ADUs. Brodie noted concern of that 2025 bill's intent, although its effect was less than its intent.
    - April asked if there are allies for LHOs within the legislature. Brodie said it can be an unknown with new legislators after the upcoming election. He thinks that based on local issues those legislators can be identified who have interest in the role of LHOs. He said most legislators are unaware of LHO roles but that can also be beneficial to stay under the radar. He suggested LHOs reach out to their representatives to explain the role of LHOs and provide influence.
    - Courtney asked about unregulated intoxicants and if there are efforts to ban those. Brodie noted NH Chiefs of Police Assoc. has asked about banning Kratom. He doesn't thing local municipalities have authority to ban substances that are not already banned by federal government, and is unsure of that effort could hold up in court. He noted how NHMA has been supportive of efforts by Chiefs of Police Assoc. to ban Kratom, and asked if NHHOA would also want advocacy for that ban. Heidi said yes, should be banned.
    - Liam asked about bills to prohibit lobbying. Brodie replied that it seems to be an annual issue, although again difficult to project until election is completed. He said it could be considered a suppression of free speech. NHMA seems to be a lone voice on that subject and would be best to have more organizations such as NHHOA help work to halt efforts such as HB 230.
    - Brodie informed a new process for the upcoming legislative session whereby fiscal notes will not be provided in advance of bills being made public, and this will result in difficulty for awareness of bill content.
    - Courtney asked about HB 1469, and if regulation of massage therapy establishments could be undone. Brodie replied yes, but noted NHMA had

worked in collaboration with Chiefs of Police to advocate for the current law. He commented on his awareness for the first time as a result of this meeting of the alignment between Chiefs of Police and NHHOA concerns.
    - Sophia noted NHHOA also align with Regional Public Health Networks, and commented on possible changes to the RPHN structure. Brodie noted regional organization makes funding more challenging in comparison to national county based funding. April said she is hoping to better understand Go North funding as part of RPHN. Brodie will try to track that.
    - Wayne asked if there were any other questions for Brodie, and Brian L. summarized that it will take a month or two before information is available about upcoming bills. Brodie said NHMA will flag homestead bills and an anti-lobbying bill should be anticipated. HB1416 will be flagged and also RPHN and that NHHOA and Chiefs of Police will get notified about those.
    - Wayne thanked Brodie, and remarked on appreciation for his knowledge. Wayne will attend the NHMA conference and is grateful that NHMA enhances knowledge of the LHO role.

- Treasurer's Report –
    - Brian L. commented that no new membership fees were included in the report, and is surprised at the membership total of 159 because we usually get a few added after the conference.
    - A motion to accept the report was made and approved.

- Membership –
    - Brian L. noted 159 members

- Social Media
    - Wayne has not discussed this with Brian S. and will put back on agenda for next month with the hope of activation in 2027.

- Fall Conference
    - Wayne reviewed the survey results and noted food received the most positive results.
    - Sophia commented she always gets positive feedback from presenters and they appreciate engagement with attendees.
    - Courtney commented that NHHOA needs to have an adaptor for pointer device for control of slidedeck. She had to borrow one from Puritan staff, and noted snafu getting that returned to Puritan because Nancy left with it as soon as conference ended. Nancy later informed the issue was all set, but Courtney would appreciate better communication from Nancy. Wayne asked if Nancy was aware what device needed to be purchased. Courtney thought it would be better is she purchased and got reimbursed. A motion was made and approved for Courtney to purchase and be reimbursed.

- Wayne asked when Nancy left, and why. Brian L. said a policy should be discussed.
- Courtney would like a list of conference attendees with contact info to be distributed going forward.
- April would like a simpler effort to get copies made for presentation, thought it was more complicated than expected. She requests planned materials be provided by Nancy.
- Wayne said we should have further discussion on distribution of list of attendees requested by Courtney.
- Courtney asked what are the steps for Events Your Way contract renewal, such as are other vendors considered. Brian L. said it is an annual contract and NHHOA has considered other vendors in the past but Nancy is the most advantageous and noted challenges in the past with others. He asked if anyone wanted to suggest others they know of. Courtney asked who gets involved with contracts. Brian L. said usually he and Wayne do that. Wayne invited Board members to ask questions and express concerns so those can be included in next contract. Courtney requested the contract be distributed to the whole Board. Brian L. noted there is a line item for event planner in the treasurer's report. Courtney asked what that contract includes. Wayne to send contract to everyone.

- New Business
  - Courtney said the website needs updating, and noted broken links and outdated resources. Wayne said website maintenance is in the contract. Courtney asked why NHHOA website does not link directly to DHHS new website for appointments. Sophia said the DHHS website is not public access, access needs to be designated by each municipality and paper appointments are still optional. Courtney volunteered to inventory NHHOA website and summarize issues. Sophia said ideally Courtney would not have to take that duty all on her own, and noted the previously active marketing subcommittee that was intended to help with website maintenance.

- Action Items
  - Courtney to survey website.
  - Wayne will speak with Brian S. about social media presence established by end of year.

- Next meeting
  - Next meeting– November 17, 2026 at 9:30am.

- Adjournment – Wayne Whitford, President – 10:46 am.