

- *Executive Board Minutes*
 - April 21, 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 – absent
 - Nancy Kilbride, Events Your Way – present
 - Sophia Johnson, DPHS Health Officer Liaison Unit – present
 - Madison Bailey – present
 - Heidi Peek-Kukulka – present
 - Brian Santiago, Concord, NH Health Officer – absent
 - Angela Liberty, - present
 - Kendall Hughes, - present
- Approval of March 17, 2026 minutes
 - A motion to approve the minutes from the previous Board meeting was made. The minutes were approved.
- Treasurer’s Report –
 - Nancy reviewed the February budget, Brian S. remains on paternity leave. Current balance shows \$29, 322.18 in NHHOA account. March expenses include \$500 deposit for the Fall Conference reservation, and the cost of thermometers intended as gifts to attendees of the Spring Conference. Revenue includes \$6.24 interest from the checking account.
 - Wayne asked if money was still being received for the Spring Conference and Nancy said it was slowing down, and she believes in a couple days the registration will be at full capacity.
 - Wayne is attempting to establish the money market account, but is having difficulty with error messages. Information is available to align Citizens with Live Oak banks, but to accomplish that is still a work in progress. Brian L. and Nancy offered suggestions. Wayne asked Nancy about differing rates of return between the two banks, and she stated Live Oaks has the best return, 4+% versus 2+% from Citizens.
- Spring Conference
 - Nancy reports there are 93 registrations, and once 98 are received she will shut down further registrations due to full capacity. It is noted that prices have

increased at the Puritan, but it is anticipated there will be a zero balance provided everyone pays for their registrations.

- 8 Vendors are committed, which is a high number and includes Dirty Bird and NH Housing.
 - All presenters are confirmed, and some slide decks are waiting to be received from several of those.
 - 2 Dunkin Donut gift cards worth \$25 each have been purchased by NHHOA, and Trauma Services has contributed a \$50 gift card. Nancy commented we should do a better job acknowledging donors of the raffle prizes. Wayne asked if we have a slide prepared with that information, and Nancy confirmed there is one, but the challenge is because the raffle prize drawings occur multiple times during the event.
 - Nancy is working with Beverly to arrange display of sponsorship banners and logo.
 - The volunteer assignments were reviewed:
 - Registration – Heidi
 - Vendor table set up and breakdown – Kendall
 - IT support – Courtney
 - MC – Wayne & Brian – monitor time
 - Collect badges – Angela
 - Manage booth & network with attendees - everyone
 - Nancy informed we still have plenty of notebooks for the NHHOA table display. And some candy is still available. Sophia will print and bring Health Officer handouts. Brian L. asked if we have decided how to hand out the thermometers, and Nancy stated those would be distributed during check in.
 - Sophia asked if Wayne and Brian L. plan to introduce the Board members and where they are located, and believes it will be helpful to include that geography so association members could reach out to a board member from their local area.
 - Liam informed he would be unable to attend.
- Membership Update
 - Nancy informed 146 members to date, and remains hopeful the 200 member goal will be achieved.
 - Fall Conference
 - Nancy reports Wednesday September 30 has been reserved at the Puritan for the Fall Conference.
 - She noted there were potential topics for presentations that were not able to fit in the May 6 availability, and we should revisit those for the fall.
 - Health Officer Liaison Updates –
 - Sophia reports the 2026 Regional meetings in Kingston, Berlin and Lebanon have been completed. About 35 health officers attended, and she received positive responses to the DCYF presentation. 2027 regional meetings are planned again

for next spring, and Sophia acknowledged people enjoy the in-person meetings. Wayne asked if any new people attended those who didn't attend recent conferences, and Sophia answered there were.

- Two Regional Public Health Networks have requested Sophia present the role of the Health Officer to them in Berlin and Seacoast in July and August.
 - The mandatory 3-hour training is being updated in collaboration with a contractor, and it is expected more content on state laws will be added.
 - Sophia will present the topic of bed bugs to Community Action Programs in the following municipalities:
 - ◦**Rochester:** June 12th 1130-1230 178 Farmington Rd
 - ◦**Londonderry:** June 18th 1130-1230 136 Pillsbury Rd
 - ◦**Franklin:** July 7 1130-1230 108 Hill Rd
 - ◦**Concord:** July 28 930-1030 79 Clinton St
 - ◦**Lancaster:** July 29 1130-1230 170 Middle St
 - The Septic Evaluator training is planned May 21. Wayne asked if that course was full, and Sophia responded there remain two available spots.
 - She mentioned the updated internal data base at DHHS, and as part of that update new Health Officer appointments will now be online. Wayne asked about vacancy rates at communities that do not have an appointed health officer. Sophia responded 12-13% vacancies, and noted Joanne is working on outreach to those communities. Wayne said that seems high, and asked about contacting Select Boards. Sophia noted Alice Ely from Upper Valley Regional Public Health Network is developing a pilot program for outreach to town governments.
- New Business
 - No new business was presented.
 - Action Items
 - Heidi noted SB418 is advancing in the legislature to revise Homestead laws relative to Health Officer local rules. She said the sponsoring legislators want the Homestead exemptions to apply statewide immediately, and it is challenging to be able to communicate with them about the bill and concerns about allowances for synthetic and semi-synthetic kratom tea. Brian L. concurred the legislature wants to change local laws to advance state objectives, similar to ADU laws. Kendall also concurred with the challenge of ADU and Homestead laws which can create nightmares for health officers because of the lack of science coupled with misunderstandings by residents about the provisions of the laws.
 - Next meeting
 - Next meeting— June 16 , 2026 at 9:30am.
 - Adjournment – Wayne Whitford, President —10:04 am.

