



# New Hampshire Health Officers Association

## Executive Board Meeting Minutes

Tuesday September 14, 2021

Via Zoom Video Meeting Platform

### I. Call to Order

Wayne Whitford, President called the meeting to order at 9:00AM

### II. Attendance

Wayne Whitford, President  
Brian Lockard, Vice President  
Dennise Horrocks, Secretary  
Ron Eisenhart  
James Murray  
Arthur Capello  
Ren Beaudoin  
Ron Beard  
Matt Cahillane, Program Manager, HOLU  
Nancy Kilbride, Events Your Way

Absent:  
Denise DeBlois  
Heidi Peek  
Sophia Johnson

### III. Approval of Minutes

The minutes from August 12, 2021 were approved.

### IV. Treasurer's Report- Nancy Kilbride

No new activity. Total in Checking account and Money market is \$16,095.85. Currently at 202 members. Treasurer's report accepted.

### V. Health Officer Liaison Updates/ Health Officer Manual Update- Matt Cahillane

- a) Program Updates: Sophia will be coming back part time in late September, then in October/ November return to full schedule. For technical support till then, letting HO's address any questions through the listserv or refer to the HO manual. Matt finished up 10 new appointments this month and only 1 out of 10 provided info on the background check. Email, phone number and background checks are required. This could be challenging moving forward. Wayne suggested sending an email with the requirements and the new form out through the listserv.
- b) Matt mentioned the two grants (\$58,000), to support outreach to minority and low income communities. The focus would be on multi use dwellings and HO inspections; COVID outreach to schools and public gatherings to prevent transmission. There would be money available for a possible stipend to HO's for training and doing the outreach and conducting inspections. Also looking to pay HO's for addressing COVID issues. The board discussed that Towns and Cities pay HO's, not the State, and Cities would

need approval to receive additional funding. This program would be voluntary and no one FT could do this. Matt's explained that his goal is to get 12 HO's a year for 2 years for training and getting out in the community. This would be beneficial to the Northern part of the state. The HO's would be learning about disparities, equity, how to write a risk assessment, PPE. The outreach, vendor doing the training and increase in Sophia's or Matt's time was included. (\$45,000/ year for vendor to monitor and 20% salary for 2 years for HOLU to manage). The commitment for these HO's for training would be 2-4 hours. The second project would be getting the HO's doing school inspections to help the schools do risk assessment of the building and students with COVID and other respiratory illnesses. Hoping to have 20 buildings per year for 2 years.

- c) Matt explained that his position is 100% funded for climate/ health and it was not funded. Right now he is funded under HOLU funding. He is looking at an extension to wrap up his work, but for now the climate work is winding down.

## **VI. Fall Workshop**

- a) Fall workshop is 10/28/2021. The board voted unanimously to change the meeting format to virtual. DHHS has zoom account to use which can accommodate 200-300 attendees. Kevin Kaveny from NH DES has agreed to be a speaker on septic issues and can tailor the presentation depending on whatever topics we want. Christine Filmore asked that we forward her questions in advance so she can prepare for the second session. Proposed agenda: 8:30AM-9:00AM Welcome and Intro; 9:00AM- 9:15AM Laurie Rardin presentation on "Choose Safe Places for Children"; 9:30AM- 11:00AM Septic, with a break at the convenience of the speaker; 11:00AM-12:00PM Legal; 12:00PM-12:30PM questions. Nancy will fix agenda and set up registration.

**VII. Readiness Report:** Reviewed the reporting template. Include demographics on report and assemble a subcommittee to work on the narrative. What are the issues, what are recommendations for improvements, we will be speaking to legislators, so what do we need them to do? Board subcommittee volunteers, Wayne, Brian, Dennise and Ren. Matt and Sophia will be advisors to the committee. Zoom meeting scheduled for Tuesday 9/28/2021 at 10AM.

## **VIII. Committee Reports:**

- Seasonal Issues: Jamestown Canyon Virus had many hits this season. So far, no EEE discovered. Over the past 4 decades, the first frost has been pushed back 14 days due to climate change.
- Legislative/ NH Public Health Association: HB 79- The first voluntary readiness report has been received from a town (Brookfield). Training component will hopefully start late October, early November

**IX. New business** None.

## **X. Next Meeting**

- a) The next meeting will be Tuesday November 16, 2021 from 9:30- 11:30AM via Zoom
- b) The meeting was adjourned at 10:15AM.

Respectfully submitted: Dennise Horrocks, Secretary