New Hampshire Health Officers Association

Executive Board Meeting Minutes
[04/19/2023]
01:00PM-
Zoom Meeting Format (recorded)

I. Call to Order

II. Attendance
Present:      Absent:
Wayne Whitford – President    Nancy Kilbride – Events Your Way
Rene Beaudoin – Nashua    James Murray – Exeter
Gwen Williams – Secretary
Beverly Drouin – NH Health Officer Liaison Unit
Sophia Johnson – NH Health Officer Liaison Unit
Paul Branscombe – New Boston
Brian Lockard – Salem
Denise DuBlois – Treasurer
Heidi Peek-Kukulka – Nashua

III. Approved Minutes from [3/21/2023], Meeting
Moved -Gwen Williams, Seconded Ren Beaudoin, PASSED

IV. Treasurer’s Report – Denise DeBlois
a. Checking and money market $8258.63; March expenses $2575, Revenue $225.99
115 members
MOVED Brain Lockard, PASSED

V. Health Officer Liaison Updates – Sophia Johnson
a. Beta testing for school inspection coming up soon, Board input requested
b. Planning committee for regional health officer gatherings in process, hopefully in place by the beginning of next year. **Board representation requested**

VI. Strategic Planning – Update from Beverly Drouin

a. Sen. Grey may ITL the bill (HB154), bill be referred, revisited in September. If this comes up next year, offering education on importance of local public health ordinances may be valuable.

b. 45 total surveyed including Board of Directors, member interviews, non-member interviews for Strategic Planning. (some non-members confused regarding their member status)

c. **Vision** – more training was the most prominent result from word cloud. Path for certification, strong leadership, and improved communication all strong responses as well.

d. **Value of organization** – legislative representation strongest result. Networking, communication, conferences, resources other strong responses

e. **Organization serves** – Community. Individuals, members, business/industry and state agencies other strong answers

f. **Why do we do what we do?** To build, sustain, and empower a local public health workforce

g. **Strengths** – vast knowledge, reliable, networking, local enforcement, know the local landscape, dedicated board, advocacy, partnerships, enforcement

**Weaknesses** – communication, financial instability, limited outreach, low visibility, unclear role of HO, lack of data collection, low membership, networking with partners, no understanding of how to get involved

**Opportunities** – Build foundation of basic training, COVID amplified visibility of HO, availability of federal funding, development of rules, updated Readiness Report, recognizing longevity and accomplishments

**Threats** – political environment amplified by COVID, financial, status of board, burnout, vacancy rate, manpower/resources, succession planning of board members

h. 7 objectives generated based on the above results
i. 5 “buckets” – Advocacy, Professional Development, Membership, Communication/Marketing and Data Collection
j. Draft workplans, one for each objective have been produced. Every subcommittee has a few objectives, and some recommended actions
k. Draft will be sent to the Board soon

VII. Spring Conference
   a. Meeting opens at 0830 for registration. Can meet at Hazen Drive at our around 0800.
   b. Free app for questions for panelists? May be a good component to include

VIII. New Business
   a. Opening for secretary position

IX. Next Meeting
   a. Next meeting at May conference
   b. Third Tuesday in June will be following meeting

X. Adjournment