



# 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:
    - Wayne Whitford – President
    - Rene Beaudoin – Nashua
    - 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
  - Absent:
    - Nancy Kilbride – Events Your Way
    - James Murray – Exeter
- 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