



New Hampshire Health Officers Association

Executive Board Meeting Minutes

Thursday August 18, 2019

I. Call to order

President Arthur Capello called the meeting to order at 9:05AM at the New Hampshire Municipal Association, Concord, NH.

II. Attendance

Arthur Capello, President
Wayne Whitford, Vice President
Brian Lockard, Treasurer
Dennise Horrocks, Secretary
Rene Beaudoin
James Murray
Ron Eisenhart
Shawn Riley
Matt Cahillane, HOL

Absent:

Dennis Roseberry
Denise DeBlois
Ron Beard
Heidi Peek

III. Approval of minutes from last meeting

The minutes of the July 18, 2019 meeting were approved.

IV. Treasurer's Report- Brian Lockard

- a) Checking and Money Market totals through July 2019 is \$16,433.89. No income in July, but event planner cost for June was deducted (\$315)
- b) Total membership is currently 188. (2018: 206 members, 2017:199 members, 2016:193 members)
- c) Matt will send Nancy a list of all new HO's. Nancy wants to draft a letter, signed by Arthur, to encourage new HO's to join the association. We have 420 HO's/ DHO's in the State and only 188 NHHOA members.
- d) The board discussed membership fees, workshop fees, and vendor table fees. The final decision is the raise the membership fee to \$45, effective for 2020. This change will be mentioned at the Fall workshop, on the website and in an email blast to be sure HO's are aware and can adjust their 2020 budgets. The workshop fees will be \$35 for members (no increase) and raise the non-members to \$70, effective at the Spring workshop. The vendor tables will be \$25/ table with a 2 person

maximum vendors per table. This fee will be waived if the vendor is a speaker. This will take affect for the fall workshop

V. Finalize Fall Agenda

a) Topics/Speakers:

- Bev Drouin will have a 30 minute spot to speak about lead poisoning, RRP, and the schools and childcare lead testing for all water fixtures.
- Brian will contact Tim Reilley at “Crime and Death Scene Cleaning” to present at the workshop on feces cleanup, biohazards, death scene cleanup.
- Matt will reach out to Diana Schryver at Disaster Behavioral Health Services about a presentation for 1 hour on “taking care of you” for HO’s as first responders.
- Christine will present for 1 ½- 2 hours on communicable disease, bed bug laws, indoor smoking/ vaping, actions against tenants (RSA 540A)
- Nancy will do a draft agenda and contact Christine about the topics.

b) Jacket distribution: Nancy will include something on the Fall workshop registration about ordering the jackets if they have not already ordered one in the Spring. They must be present to receive the jacket, and only paid members will be able to get a jacket. Nancy will need help with the distribution of the jackets at the workshop and will plan to spend the day. Hats and lanyards will be available to HO’s who did not already receive them, on a first come first served basis and Arthur will mention that during his opening remarks.

c) Food: The Board agreed to use Brown Bag Deli for the continental breakfast, and Hart’s Turkey Farm for a hot lunch.

VI. Health Officer Liaison Updates/ Health Officer Manual Update

- a) Matt reported there were 13 appointments in August, 35 expiring or vacancies, and for the fiscal year October- September there have been 150 renewals and new appointments.
- b) The Role of the HO chapter will be finished within the next month and will be used for the Monadnock Region training curriculum.
- c) Ren and Matt will be working on the Mold chapter.
- d) Shawn will email Lisa Morris to touch base on her suggestion of a FT position for the Health Officer liaison.
- e) The Board would like to meet with Neil Twitchell about clarification of the HO role in the PHN. Perhaps he could attend with a coordinator and a member of the MACE team. Dennise will email Neil to request his attendance at the November meeting once the date has been voted on.

VII. Action Items

a) Alternative meeting sites:

- Matt checked on the amphitheater at NHDES. It is a lecture style room that can hold 150 maximum. It is free, people can’t eat in the room, and it requires a 2-3 month lead time.

- Shawn reported on the Fire Academy Auditorium. It can hold 140 maximum but has additional classrooms available for breakout sessions. It is \$175/ day and they have a contracted caterer.
- Denise got the contact information for the NH National Guard Training Complex and James offered to contact them for the details.

b) Can NHHOA lobby?

- The Board would like Christine's opinion on this question.

c) Review final draft of RSA's for HO's:

- The board reviewed the final draft and would like to have Christine review it. Matt will send it to Arthur to forward to Christine for review and check on the lobbying question.

d) Monadnock training:

- Olivia, the Emergency Preparedness Public Health Network Coordinator from the Monadnock Region will be reaching out to the HO's in that region for the HO training. The curriculum will be 2-3 hours and include HO 101, laws we enforce, powers/ duties. It will likely be October 21, 2019 in Keene. Arthur and James are both willing to assist Matt with this presentation. Once it is completed, it will be presented in the North Country as well, and both Arthur and James agreed to assist in that training also.

e) HB 259- Code Violation:

- The Board discussed the bill and the interpretation was not concrete. Arthur will ask Christine's opinion when he contacts her with the RSA review.

VIII. Committee Reports

- a) Seasonal Issues: Current testing indicates a Human case of Powassan and Jamestown Canyon Virus from Kingston, and positive EEE mosquitoes in Pelham and Manchester. There were 95 heat-related hospital visits, Hepatitis A cases are 10 times the normal numbers, 10 Legionella cases (10-20 is an average per year), 9 Rabies cases and 66 Salmonella cases (average is 175-200 per year).
- b) Emergency Preparedness: Nothing to report
- c) Legislative / NH Public Health Association: Matt distributed draft legislation on training and residency for HO's. The hope is to get NHMA on board with these changes. Matt will contact an attorney at NHMA to see if they can have a discussion with the board on these changes. Regarding training, Shawn mentioned that the Fire Academy used to have Noodle for online training, but now they have a new online training academy. Shawn said he could reach out to the individual that runs it, and perhaps bring him to a board meeting to see if it is something that HO's could also use for their trainings.

IX. The next Executive Board Meeting is proposed for Thursday August 15, 2019 at 9:00AM at NHMA in Concord, NH.

X. Meeting was adjourned at 11:14AM..

Respectfully submitted: Dennise Horrocks, Secretary