



# New Hampshire Health Officers Association

## Executive Board Meeting Minutes

Tuesday November 10, 2020  
Via Zoom Video Meeting Platform

### I. Call to Order

Wayne Whitford, Vice President called the meeting to order at 9:03AM via Zoom Meeting Platform NH.

### II. Attendance

Arthur Capello, President  
Wayne Whitford, Vice President  
Brian Lockard, Treasurer  
Dennise Horrocks, Secretary  
Rene Beaudoin  
Ron Beard  
Ron Eisenhart  
Denise DeBlois  
Dennis Roseberry  
Matt Cahillane, Program Manager, HOL  
Sophia Johnson, Health Officer Specialist  
Nancy Kilbride, Events Your Way  
Absent:  
James Murray  
Heidi Peek

### III. Approval of Minutes

The minutes from September 16, 2020 were approved.

### IV. Treasurer's Report- Brian Lockard/ Nancy Kilbride

Membership is at 171 members. \$893.88 expenses (Event planner and web site fee) Total checking and Money Market = \$13,391.45 Nancy would like to "beef up" membership letter to attract more members. Treasurer's report accepted.

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

Matt and Sophia are working with Anna Thomas, Manchester Health dept. and Patricia Tilley, Deputy Director of PHS at DHHS on a webinar for HO's to be held Thursday Nov. 12, 2020 on "*Local Community Mitigation*". Topics covered will be how can HO's communicate to their community. The State is behind for investigating contact tracing, and school nurses are assisting with doing initial contact tracing in order to be more expedient. Eventually, the State will only be investigating those associated to a cluster, so HO's

have to determine how they may be involved in the contact tracing process. Ren from Nashua reported that they do their own contact tracing and have had to reallocate staff for that purpose. He mentioned that the list of patrons kept by restaurants for tracing has been useful for them in doing the contact tracing. There is a free Course for Contact Tracing online by Coursera, through John Hopkins.

a) Strategic Planning Meeting:

- This meeting was held to set goals and objectives for NHHOA. Sophia reached out to Katie Robert Director from JSI to assist with planning. Katie suggested engaging in 2, 2 hour sessions, and sent a proposal of \$2800 to assist. Sophia will forward the proposal and notes from the meeting to review. This is a good opportunity to get our association out there and recognized. If we lay out the framework now, we can run with it. Suggestions were made to perhaps negotiate to \$2000 or restructure the proposal to cut down cost and determine a “priority” list. Arthur suggested getting a price from another facilitator to compare. We should put topics on each meeting agenda to address the strategic planning meeting. Visibility and outreach are important to us and we need to get that out there more and strategize what we do. HOLU tracks when HO’s are in the media and currently the number is 2-10 media reports / week. A suggestion was made to rejuvenate a communications committee for this type of response. Get non-board members involved and get committees working again.

b) Health Officer’s Manual:

- The smoking chapter and mold chapters are being updated.

c) DHHS understanding of the HO position

- A suggestion was made to create a letter of invite to Commissioner Shibonette, or Lisa Morris to discuss gaps/ challenges and problems/ solutions for HO’s working with DHHS.

d) and e) HO role in testing, vaccination and with PHN’s

- HO’s will be involved with their PHN’s regarding vaccination clinics. Draft plan has been released, so become familiar. PHN will be reaching out to HO’s. Initially regions will get limited smaller quantities to dispense. Timeframe is likely Jan/ Feb?

## **VI. Fall Workshop**

- 60 were registered, but the actual was 52, then it decreased to 45. Some were interested but “zoomed out” until the in-person section of the meeting. The survey showed that most were happy, and it was well received. 8-10 comments received were for more interactive information. 15 people wanted future meetings to be virtual, and 11 for in-person.

## **VII. Spring Workshop discussion**

- The board agreed it would be a virtual meeting. We will work on topics. If the legislation changes take place, then the role of the HO will change and we should bring that up at the workshop, and other hot topics.
- Other training: Sophia and Matt are working on a December webinar with BEAS, HO101 in January, and a mold webinar.

## **VIII. Covid-19 Updates/ Response/ Issues**

a) State/ Locals

- Nashua being a border city to MA has concerns that curfews and restrictions in MA have a profound effect on the numbers and situations they see. A one size fits all in NH does not work for the whole State. We need a flexible plan that works for all. Nashua BOH wants to meet with the reopening task force to discuss this. Locals are shouldering the burden, especially the border towns. There are many concerns for cases to increase as cold weather sets in. There have been lots of efforts in PPE allocation, testing, case investigations, etc. but nothing invested in helping locals and prevention gaps at the State level. Nashua is working to push out guidance for the higher risks associated with Thanksgiving, especially the day before with crowded bars, larger gatherings.
- The State is looking at travel guidance changes. Also perhaps a mask mandate? Get ready for more work!

b) Mitigation responses at the State level:

- Mask mandate ordinances have been shared on the listserv, perhaps have a map of NH with links to Towns that have mask ordinances. Nancy will check on this and post on our website under resources.

## **IX. Committee Reports**

- Seasonal Issues: Anyone tested for the flu will be tested for Covid. The influenza rate is flatter than ever.
- Emergency Preparedness: Nothing to report
- Legislative/ NH Public Health Association: Refer to the email that Matt sent out regarding the LSR's. The narrative for these has not been posted yet.

## **X. New business:**

- Membership: Nancy reported that an updated package will be going out to HO/DHO.
- Nancy checked into the cloth masks for HO's, approx. \$5 each. Should they go to the attendees from the Fall workshop, or to all? The board voted to proceed with the masks, it would be a good outreach to provide these for the HO's.

## **XI. Next Meeting**

- a) The next zoom meeting will be Tuesday December 29, 2020 at 9:00AM
- b) The meeting was adjourned at 10:31AM.

Respectfully submitted: Dennise Horrocks, Secretary