



New Hampshire Health Officers Association

Executive Board Meeting Minutes

Thursday July 23, 2020

Via Zoom Video Meeting Platform

I. Call to Order

Vice President Wayne Whitford called the meeting to order at 9:05AM via Zoom Meeting Platform NH.

II. Attendance

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

III. Approval of Minutes

The minutes from June 18, 2020 were approved.

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

Membership remains the same at 158 members. Nancy emailed those who have not renewed their membership in 2 years. Sophia updates the list for Health Officers including new appointments. Sophia will send the new HO list to Nancy each month to assure the most accurate list. Total checking and Money Market = \$14,667.81. Treasurer's report accepted.

V. Health Officer Liaison Updates/ Health Officer Manual Update- Sophia Johnson

- a) Health Officer Survey results: Sophia and the board reviewed the results of the training needs survey. There was a 20% response rate to the survey. 98% receive the listserv emails and find them helpful. 61% have attended a workshop and 22% could not because they lacked budgeted funds to attend, 25% have another job, and 47% listed other reasons, such as time constraints, travel, same topics.

The topics they are interested are enforcement, nuisance, septic, clarification of HO role, policies and rules, Health Officer 101. 49% would prefer 1-hour live webinars for trainings and 93% would participate in 1-hour webinar trainings. 34% would prefer on demand education videos via modules. The recommendations taken away from the survey will be to provide 4, 1-hour live webinars per year and include case studies and offer HO 101 webinar twice a year. Additionally, the hope is to have the “on demand” seminars on YouTube.

- b) Subcommittee structure: Sophia and Matt want to do a direct outreach to individuals of interest to assist with the Seasonal Issues, Emergency Preparedness, and Legal/ NHPHA committees.

VI. COVID-19 Response/ Reopening Issues

- a) State- Preliminary announcement from NHDHHS- DPHS assigning authority of HO’s to conduct sanitary inspections around Covid-19 guidelines and associated protocols for response. There will be a webinar for HO’s on this if needed. Matt also hopes to do outreach to police, fire and community outreach. Matt will check with AG’s office as to whether a HO could be asked to go into another town for an issue, or to assist another HO. There are a few issues left to address, regarding including cities, and the appropriate RSA for that.
- b) Locals- Communication still seems to be an issue. The board feels it would be better to have a consistent, clear message regarding face coverings. Nashua has an ordinance mandating face coverings which the PD enforces and comes with a maximum fine of \$1000. The ordinance is currently being reworded. There are numerous complaints, confrontations, and even the PD are fried with enforcing.
- c) Schools- Sophia and Matt are working with Dept. of Education and AG’s office on:
 - 1) What is specifically required in the guidelines?
 - 2) What authority do HO’s have under these guidelines?
 - 3) If the HO finds conditions of concern, who do they report it to?
 - 4) The role of the School Covid-19 coordinator and the incident management team at DHHS.
 - 5) 3-6 foot distancing vs. 6 foot; who is required to wear masks?

Discussion around how HO’s get involved with the process. Do we come in at the request of administration, based on complaints? Everyone expects there will be complaints from parents, students, teachers. We typically deal with the facilities person or principal, will that change? Who will likely be qualified to be the Covid-19 coordinator? How receptive has DOE or admins been in accepting HO’s?

VII. Committee Reports

- a) Seasonal Issues- Extreme heat days have been a record. Matt is working with the drought task force due to current conditions in NH. No EEE/WNV, but 1 case of Jamestown Canyon Virus.
- b) Emergency Preparedness- The Emergency Preparedness conference was cancelled for this year. HSEM does have weekly conference calls for locals. Matt will be on the 7/29/2020 call to discuss the memo on HO authority.
- c) Legislative/ NH Public Health Association- Matt has an idea of a potential person to assist on this committee.

VIII. New business

- a) Fall Workshop- The Board discussed the status of the workshop and how it will be offered. There is also an obligation for the Annual meeting to happen between Sept. 1st and November 30th in order to elect directors. The Board has decided to hold a virtual conference, 3 hours maximum, with specific topics for each hour, and people could sign up for the ones they wanted. More will be discussed at next meeting. Should we charge per session or offer for free? Do we try to get sponsors? How do we credit those who have paid for spring workshop, or do we carry over what was paid to next spring workshop?
- b) Matt discussed that the AG's office is working with HSEM for PPE and plexiglass partitions for the September primary and November election. All towns will receive enough for both dates. Matt will reach out to NHMA and discuss draft guidance, and then 2 weeks before elections send out to HO's.

IX. Next Meeting

- a) The next zoom meeting will be Thursday August 27, 2020 at 9:00AM
- b) The meeting was adjourned at 10:15AM.

Respectfully submitted: Dennise Horrocks, Secretary