



New Hampshire Health Officers Association

Executive Board Meeting Minutes

Tuesday January 18, 2022

Via Zoom Video Meeting Platform

I. Call to Order

Wayne Whitford, President called the meeting to order at 9:35AM

II. Attendance

Wayne Whitford, President
Brian Lockard, Vice President
Denise DeBlois, Treasurer
Dennise Horrocks, Secretary
Ron Eisenhart
Ren Beaudoin
Heidi Peek
James Murray
Nancy Kilbride, Events Your Way
Sophia Johnson, Health Officer Specialist
Matt Cahillane, Program Manager, HOLU
Kim McNamara (Portsmouth HO) by phone

Absent:
Ron Beard
Arthur Capello
Gwen Williams

III. Approval of Minutes

The minutes from December 14, 2021 were approved.

IV. Treasurer's Report- Nancy Kilbride

Total in Checking account and Money market is \$12083.70. An expense of \$561 for membership mailing printing and \$832 for the event planner. Letters went out at the beginning of January. Currently we have 47 members with 11 new HO's. Of those, 7 are FT, 24 PT (1-32 hrs.) and 5 volunteers. Treasurer's report accepted.

V. Presentation of Readiness Report to State Committees on January 28, 2022- Wayne Whitford

The report was sent to committees on 10/28/2021 and on 12/6/2021, Wayne and Matt have put together talking points for the presentation. The State Health Assessment Committee has invited them to meet with them in February 2022. Wayne will review with Kim McNamara, the NHHOA appointment to the committee.

VI. Health Officer Liaison Updates/ Health Officer Manual Update- Matt Cahillane

- a) Proposed curriculum for the HB79 3 hour training course: Matt & Sophia met with IT and the curriculum will be the first program to demo the new platform. It will be on-demand style training, not live. The goal long term will be live, but that would not be ready till well after spring, and they wanted to get going on it. The format will be separate modules, and in order to move on to the next module, 3-4 questions would have to be answered correctly. If there is an opportunity to demo the program, Matt & Sophia will share with the board.
- b) HOLU deliverables for the 2020- 2021 block grant funding period: The board reviewed and discussed the summary provided by Sophia. The report is broken up into two objectives, 1) Appointments and Contact Database and 2) Technical Assistance Services. The grant runs from Oct. 1- Sept. 30. There were 3 times greater numbers than anticipated for technical assistance. The conclusion of the report advocates for a future FT position or administrative assistance for appointments, etc. The admin specifically is needed now. At the time when support is needed for a FT position, the Board agreed to submit a letter of support.

VII. NHHOA Strategic Planning Preparation: Due to the next 2 committee meetings to review the readiness report and the upcoming spring workshop planning the Board decided to push back the planning to a later date. **Agenda item** for next meeting will be to discuss a date to initiate planning. ***Action Item-** Nancy and Sophia will finalize an RFP and present at next meeting.

VIII. Committee Reports:

- Seasonal Issues: None
- Legislative/ NH Public Health Association: Matt reviewed the legislative updates.
 - HB1272 “Limiting the authority of Town Health Officers”, the hearing is 1/20/22 at 11:30AM. Matt has been working with DHHS attorney on testimony and will be testifying specific to the 3 items added to 147:1, “constitution”, “authority” and “clear & present danger”. NHMA will be testifying against. Brian offered to draft a letter from the Board, and Matt & Brian will review, then forward to Wayne for signature and submittal.
 - HB1268 “Limiting authority for city councilors and by laws”. Heidi pointed out that this mirrors HB1272 but focused on cities. No date has been set for this hearing.
 - HB1429 Licensing of massage establishments. Brian already wrote a letter of opposition, as it takes away the authority of local HO’s.

IX. New business

- **Agenda item** for next meeting will be to discuss a meeting with representatives from DHHS. Trish Tilley is the new Director, Division of Public Health Services.
- Brian met with Natch Greyes and Margaret Byrnes at NHMA. They currently track 400-500 bills. They have an agreement with the Building Officials and Assessors to track bills that would affect them and give recommendations. They don’t testify but give guidance. The fee is \$2500/year. This will be an **Agenda item** for next meeting.

- Kim McNamara was asked to update the Board after each SHIP/ SHA meeting.
- Ren says that HO's may need to reach out to HSEM to sign up for the emails they send to their EMD's. The HAN's go to HO's but difficult to have accuracy due to turnover in HO's.
***Action item** Matt and Sophia will look into this more.

X. Next Meeting

- a) The next meeting will be Tuesday February 15, 2022 from 9:30- 11:30AM via Zoom
- b) The meeting was adjourned at 11:09AM.

Respectfully submitted: Dennise Horrocks, Secretary