



# New Hampshire Health Officers Association

- *Executive Board Minutes*
  - March 18, 2025
  - **9:30 am –11:00 am**
  - Zoom Meeting Format
- Call to Order - Wayne Whitford, President
- Attendance
  - Wayne Whitford, President – present
  - Brian Lockard, VP – present
  - Rene Beaudoin, Treasurer Pro Tempore – present
  - Liam Ehrenzweig, Secretary – present
  - Courtney Bogaert – present
  - Lisa Bechok - absent
  - Nancy Kilbride, Events Your Way – present
  - Sophia Johnson, DPHS Health Officer Liaison Unit – present
  - Joanne Cotton, DHHS staff – absent
  - Madison Bailey, -- present
  - Heidi Peek-Kukulka -- present
  - Brian Santiago, Concord, NH Health Officer – absent
  - Angela Liberty, -- present
- Approval of February 18, 2025 minutes
  - The minutes were approved.
- Treasurer's Report – Nancy Kilbride
  - Nancy reported current \$8557 revenue from membership dues was more than had been collected in previous years. Wayne asked if we should expect additional memberships with the Spring conference upcoming. Nancy said over 200 mailings have been sent to Health and Deputy Health officers. She is satisfied with the 172 current membership total at this time, and does expect that number to increase concurrent with Spring conference registrations.
- Membership – Nancy Kilbride.
  - Nancy has actioned the scholarship discount to attempt to gain additional members, and she has sent 41 invitations to those Health officers who have not been members of NHHOA the previous four years. So far no one has taken advantage of the discount, but Nancy expects it served as a reminder to those who received the offer and we might have gained membership through the solicitation process.

- Spring Conference – May 21 @ The Puritan, Manchester
  - Nancy reports 40 registrations to date, and noted typically there are 80 attendees not counting vendors. She noted the draft agenda has been prepared, and expects more registrations as the final agenda is publicized.
  - Brian Lockard informed he has confirmed with NHMA that Legislative Advocate Brodie Deshaies will be able to give a presentation. Wayne and Brian L. confirmed that 10 minutes would be enough time allotment for their introductory comments. Sophia asked Brian to ask NHMA to mention a recent court case they had been involved with. Sophia asked if it might be worthwhile to reduce the time for coffee and vendors to 10 minutes instead of 20. Nancy responded that reducing the allotment might not be beneficial because the vendors have paid for their space and deserve a time for members to visit, plus it is a network opportunity that likely includes restroom breaks. Ren asked if 30 minutes is enough for the legal presentation because there seems to be many questions adduced whenever legal advice is available. Nancy asked if we should start at 8:45am to increase total available time. Heidi thought the normal start time would better accommodate those with longer travel distances to attend. Brian L. asked Sophia about the DES septic case studies. Sophia suggested the attendees could break into smaller groups such as 10 persons to discuss the case studies and then the individual groups could reform as one and share their comments. She hopes to have 4 or 5 case studies developed by DES to represent septic system issues and resolutions. Courtney asked if additional case studies were needed for other topics, because she has a recent experience with rodents and could offer that as a case study. Sophia responded she is interested in receiving that and adding it to the other case studies. Wayne asked if there was any further input about the Spring conference schedule. Nancy said she would send it out to members. Wayne asked if we should update attendees about potential parking concerns. Nancy didn't think parking would be a problem in the morning, but presenters who show up later might have some trouble. Nancy noted Madison had previously expressed confidence in parking availability. Sophia mentioned there is public parking across the street from the Puritan. Nancy will check with Puritan to see if they have any input or suggestions about parking.
  - Courtney asked what food will be available. Nancy said she will have to play it by ear depending on cost and volume of attendees. Brian L. noted the Puritan was reputed for its chicken fingers, and Nancy expected those to be part of the menu in some way.
  
- By-Laws Review
  - Ren thanked those who had contributed to the review in Google Docs format. He stated the revisions to the by-laws are noted in red. Ren commented that some revisions include modernization of technology references since it has been 15 years since the prior revisions were made. Ren gave a summary of the revisions. A vote was taken and the revisions were approved to be instated. Liam asked if these would be mentioned by Wayne at the Spring conference and he confirmed they would.
  
- Health Officer Liaison Updates – Sophia Johnson
  - Sophia will be providing a meeting for the new tick-borne surveillance program to Health officers to explain how that new program will work.

- The regional meetings will begin in April, with Conway being the first host. As mentioned, she would be working along with DES for septic case studies to be presented at these regional meetings.
- Sophia announced a new round of septic evaluator training would be available soon. Wayne asked how many attendees would be allowed for the septic evaluator training. Sophia responded that 30 could attend, and that registration would be first come first served. Brian L. mentioned he had attended the previous offering and considered it a great class. Sophia said this next iteration would focus more on the state test that those who completed the training would be able to take to achieve official NH septic evaluator permitting.
- HB 320 was on the state legislative agenda, and this bill would alter RSA 147 as pertaining to Health officer authority. She suggested NHHOA consider another alert to listserve about HB 320. Wayne stated he had received two responses to the previous listserve emailing. Brian L. said he could send another email alert about the bill which would again include a link to Legislator contact information. Sophia noted that “crossover” occurs when the House and Senate swap bills with each other that each has been working on, and that crossover is expected to occur soon. She thought the listserve email might be sent at a time coordinated with crossover to most effectively Health officer input. Sophia mentioned that DHHS is not sure how municipalities utilized RSA 147 during Covid, but wishes the legislative sponsor of HB 320 had reached out to NHHOA prior to bill submission. Wayne noted this is the same proposed legislation that had been introduced in prior years.

- New Business

- Wayne asked if anyone had new business to introduce. No new business was introduced. He asked if anyone had action items to discuss, but there was none.

- Next meeting – April 15, 2025 at 9:30am.

- Adjournment – Wayne Whitford, President, 10:35am.