

NEW HAMPSHIRE HEALTH OFFICER'S ASSOCIATION

EXECUTIVE BOARD MEETING

JULY 15, 2014

MEETING: was called to order at 9:15 am at the LGC, Concord, NH

ATTENDANCE: Jessica Morton/HOL, Brian Lockard/Treasurer, Wayne Whitford, Heidi Peek, Chuck Stata/Vice President, Arthur Capello, Judy Jervis/President, Kim McNamara/via conference phone

Absent: Dennise Horrocks

MINUTES: Minutes of June 24, 2014 were approved as written. Arthur made the motion to accept, Brian seconded; all in favor.

TREASURER'S REPORT: Brian reported the balance of the checking account; \$12, 078.94. He has received our W-9 form and will send it out to the individuals awaiting it.

COMMITTEE REPORTS:

Arboviral: Brian reported no report at this time

Nuisance: Jess reported that the guidance doc is not yet ready for training use. The next draft should be out soon. She felt the doc would be ready for the Oct HOA workshop

NHMA/Rule making: Arthur had no report at this time

Legislation: Kim had previously sent the board a spread sheet of the up coming issues. Chuck thought it did not look as though there would be much for HO to be concerned with. Kim is going to review the list carefully for any issues.

NH MA Conference: Chuck has been in touch with Pierce Rigrod for planning a possible program on the Guidance for Potable Water. Judy will send Jess the application; Jess would like to look at the possibility for a program on the nuisance document.

UPDATE from Jess: Had a call on a pool closure procedure-would the HO be the person to padlock the pool. All felt no-that would be up to the owner of the pool. HO would observe to see that it was done and or DES. Had another issue about a sewer line.

DIRECTOR TERMS: Judy handed out a list of the revised terms. Discussion followed about the 3 year term for the directors and for the officers, when the term of the officer should be started/end....Board thought the officer term should be whatever the director's term is when they start in the position. The board also thought that any member who's term was up, the board would ask them if they wanted to continue for another term, if yes, than the seat would not be OPEN for new member. Brian and Chuck's terms are up Dec 2014. They will continue for another term, so their seats are not OPEN for election.

We have two seats OPEN for election at the Oct annual meeting—Don’s seat/3year term of Jan 2015 thru Dec 2017 and, Cec’s seat/2 year term remains of a 3 year of Jan 2013 thru Dec 2016.

Jess said Joyce Welch has mentioned she would be interested on holding a seat on the board. Judy will contact her.

GRANT for Lead program support letter from DPHS was reviewed and revision made. Statement was added for the program to include a field inspector. Judy will revise the letter and send out for approval.

BLOCK GRANT: State Program Title Bureau of Public Health Systems, Policy and Performance, pg 66-75. Judy suggested everyone read it through. Concerned with the competencies for HO and LHD. The board should watch this and be involved. Maybe be on the agenda for 2015.

FALL WORKSHOP and ANNUAL MEETING: October 16, 2014 from 8:30 to 21:30.

Topic? Nuisance guide review and legal actions, admin warrant.... We will try to locate Christine Fillmore to see if she would be interested in presenting at the workshop. Bev and someone from the task force to present the guidance doc.

CORRECTION on the meeting for The FDA Food Code Training is at the State Police Standards Training Building in Concord, (not in Derry).

NEXT HOA BOARD MEETING: AUGUST 14, 2014, Thursday from 9-11:30

Yankee Planning meeting to follow at 11:30

Meeting adjourned at 11:15 am

Submitted by;

Judy Jervis

President