



New Hampshire Health Officers Association

Executive Board Meeting Minutes

[03/21/2023]

09:30AM-10:30AM

Zoom Meeting Format

- I. Call to Order
- II. Attendance
 - Present:
 - Rene Beaudoin – Nashua
 - Wayne Whitford – President
 - Denise DeBlois – Treasurer
 - Nancy Kilbride – Events Your Way
 - Gwen Williams – Secretary
 - Paul Branscombe – Potential New Board Member
 - Sophia Johnson – State Health Officer Liaison Unit
 - James Murray – Exeter
 - Ron Eisenhart – Allentown
 - Heidi Peek-Kulkulka – Nashua
 - Absent:
 - Brian Lockard - Salem
 - Beverly Drouin – State Health Officer Liaison Unit
- III. Approved Minutes from [2/21/2023], Meeting moved by Rene Beaudoin, seconded by Heidi Peek-Kulkulka – motion passed
- IV. Treasurer’s Report – Denise DeBlois
 - a. Total in Checking account and Money Market is \$\$10,590.08. No expenses for February. Revenue for February was \$1261.06 from memberships and checking account interest. Total membership 104
- V. Health Officer Liaison Updates – Sophia Johnson
 - a. School Health Inspection Training – filming finished, draft version in May, will be shared with Board for beta testing. **Board feedback**

desired. Will be on-demand training, approximately an hour in duration.

- b. Survey sent out in November about demographics, workload, CHI is helping to synthesize this information, should be ready in 2-3 weeks.
- c. CHI has developed a logo, which is new, for Health Officer Liaison unit.
- d. Upcoming training (ECHO series) with Dartmouth Hitchcock regarding hoarding will incorporate medical professionals, mental health professionals, on how to respond to the hoarding challenge. Will begin April 7th, and is also open to first responders, in addition to health officers. Training will be virtual. Dates for training are 4/7, 4/14 and 4/21.
- e. Based on PHNs, trying to coordinate a meeting to review issues within network, resources within network. Planning committee to being in April, with a meeting in each different PHN by June of 2024. Board participation would be welcome.

VI. Strategic Planning

- a. 75% finished with the process. Interviews with Board and members completed, and currently collecting feedback from non-members. **Sophia and Beverly** plan to provide a status update with a road map by the May meeting. 10-15 members joined the member call. The meeting was followed up with a survey to those who were not able to attend the call.

VII. Spring Conference

- a. Date is Wednesday May 24th from 0830 – 3PM(ish) to be held at the Auditorium at 29 Hazen Drive. When should Board members arrive, to escort people to the Auditorium? Plan on 8AM-ish. **Gwen Williams, Denise DuBlois, and Nancy Kilbride** will arrive early to assist.
- b. 4 topics in draft agenda
 - i. Amy Russo with PFAS 0930-1030 (very important per PB, ~150 subpoenas in process);
 - ii. Crystal with Infectious Disease Control (RSA 141(C) included in the presentation) 1100-1200;
 - iii. Colleen Smith with Food Protection;

- iv. Natch with Legal Issues and Administrative Warrants, Brian might be a good panel member. **Gwen Williams recalls speaking with two Health Officers from the Fall Conference who may be willing to speak on this topic, will try to find contact information.**
 - c. Breaks to visit vendors, adjourn around 3PM. No giveaways planned, save that for the Fall Meeting.
 - d. Continental Breakfast and lunch part of the conference.
 - e. **A Board member** should introduce each session – will solicit volunteers to act as MC for each session.
 - f. **Gwen** may be able to solicit additional vendors, will coordinate directly with **Nancy**.
- VIII. Recruiting New Board Members
 - a. **Nancy** is working on a package for new Board members, be sure to include Paul Branscombe for feedback.
 - b. Paul Branscombe moved to be accepted onto the Board by Gwen Williams, Rene Beaudoin seconded, vote passed
- IX. New Business
 - a. Updates on HB154? Has moved onto the Senate, no date for hearing is set at this time. **Natch and Abby Rogers** are following the bill. Status of this bill may be an important update.
- X. Next Meeting
 - a. Third Tuesday of each month, currently scheduled. *The month of the workshop we will not have a meeting.*
- XI. Adjournment moved James Murray, second Denise DuBlois, motion passed.