New Hampshire
Health Officers Association

Executive Board Meeting Minutes

[September 22nd, 2022]

9:30 AM - 10:30 AM

Zoom Meeting Format

I. Call to Order
II. Attendance

Present:        Absent:
Wayne Whitford – President   Arthur Capello
Ren Beaudoin – Nashua        Ron Beard
Brian Lockard - Salem
Nancy Kilbride – Events Your Way
Gwen Williams – Secretary
Denise Dubois – Treasurer
Ron Eisenhart – Allenstown
James Murray - Exeter
Beverly Drouin – State of NH
Sophia Johnson – Health Officer Liaison Unit
Heidi Peek-Kulkulka – Nashua

III. Approved Minutes from August 23rd 2022 Meeting

Moved by Brain Lockard   Seconded by Ren Beaudoin
Changed 8/23/22 minutes title from “Agenda” to “Minutes”
Motion passed

IV. Treasurer’s Report – Nancy Kilbride/ Denise DeBlois

Total in Checking account and Money market is $10,458.62. Expenses this month totaled $2,025.00 Revenue was $270.00 from membership fees. Currently we have up to 174 members. Treasurer’s report accepted. Moved by Brian Lockard. Seconded by James Murray. Motion passed.
V. Health Officer Liaison Updates – Sophia Johnson
   a. Revise Health Officer Manual in progress (correcting links in chapters)
   b. New chapters and updates will be discussed at the Conference
   c. Fiscal year ends this month, so reports will be generated, may be used for readiness report.
      i. Subcommittee meeting for draft of Readiness Report?
      ii. Health Officers Readiness Report is due to legislative committees November 1st, 2022

VI. 2022 Health Officers Readiness Report
   a. Add some of the requested addendums as part of the standard report, rather than including as addendums (such as resolutions)
   b. Sophia and Beverly will follow up with Emergency Planning, and continue on strengthening Health Officer – Public Health Network – Emergency Response relationships
   c. “Take the temperature” in the Spring (maybe at Spring Workshop), so we can include responses in the Fall report.

VII. Fall Workshop
   a. October 25th 0830-1530 at NHMA
   b. Finalized agenda will be sent out hopefully this Friday (9/23)
   c. 45 people registered so far
   d. 0 Award nominations to date, deadline is October 3rd.
      i. Brian and committee will develop a list for potential nominees.
      ii. Considering milestones of service, for future awards?
      iii. Gwen volunteered to assist with registration at the beginning of the workshop

VIII. Strategic Planning
   a. Work in progress – likely Spring to make progress

IX. Committee Reports
   a. Seasonal Issues – flu season may be very severe
   b. Legislative Topics – Brian is continuing to send NHMA bulletins

X. New Business

XI. Next Meeting
   a. Subcommittee Meeting 9/30th at 9AM
   b. Shorter meeting October 28th at 9:30 AM for Readiness Report
   c. November Meeting – November 22nd at 9:30 AM

XII. Adjournment