



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:

Wayne Whitford – President
Ren Beaudoin – Nashua
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

Absent:

Arthur Capello
Ron Beard

- III. Approved Minutes from August 23rd 2022 Meeting

Moved by Brian 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