



New Hampshire Health Officers Association

Executive Board Meeting Minutes

Thursday August 12, 2021
NHMA 25 Triangle Park Drive
Concord, NH

I. Call to Order

Wayne Whitford, President called the meeting to order at 9:10AM

II. Attendance

Wayne Whitford, President
Brian Lockard, Vice President
Denise DeBlois, Treasurer
Dennise Horrocks, Secretary
Ron Eisenhart
James Murray
Arthur Capello
Matt Cahillane, Program Manager, HOLU
Nancy Kilbride, Events Your Way

Absent:

Ron Beard
Ren Beaudoin
Heidi Peek
Sophia Johnson, Health Officer Specialist

III. Approval of Minutes

The minutes from July 15, 2021 were approved.

IV. Treasurer's Report- Denise DeBlois/ Dennise Horrocks

\$383 expense for July was for event planner. Total in Checking account and Money market is \$16,095.78
Currently at 202 members. Treasurer's report accepted.

V. Health Officer Liaison Updates/ Health Officer Manual Update- Sophia Johnson

- a) Program Updates: Sophia will be on maternity leave until October 11, 2021. Matt is still working on making the liaison position FT. Sophia would not be able to work FT for about a year, but possibly hire a clerical person to support her. There is funding available from COVID grant funds to support outreach to minority and low income communities. The focus would be on multi use housing and HO inspections; COVID outreach to schools and public gatherings to prevent transmission. There could be money available for a possible stipend to HO's doing the outreach and conduction inspections.
- b) Training and Health Officer's Manual: The HO appointment chapter has been updated to reflect the changes in the law. The next chapter to be reviewed is childcare licensing.

- c) NHHOA Strategic Planning Preparation: The Board agreed to hold off on this until the beginning of 2022, due to the work needed on completing the Readiness Report.

VI. Fall Workshop

- a) Topics: Fall workshop is 10/28/2021. We need to consider a hybrid model for this workshop and be prepared if it has to be completely virtual. If we are hybrid, does NHMA have equipment to accommodate this? Dennise mentioned that an organization in the NHMA building does have the equipment, and perhaps we could utilize it. The time will be 8:30AM-3:00PM. Wayne will give opening remarks. Matt and Sophia will review the changes in the law as it pertains to HO's and discuss the HO training that will likely begin in October. The topics will be a morning presentation on septic systems, including system specs, failures, case studies. Brian will reach out to see if Kevin Kaveny from NH DES to see if he is available. The afternoon presentation will be legal, including enforcement, short-term rentals, administrative orders. Nancy will check availability for Christine Filmore for the afternoon session. Proposed agenda: 9-9:30AM Intro; 9:30AM-12:00PM Septic, with a break at the convenience of the speaker; 12-1:00PM lunch; 1-3:00PM Legal, with a break at the convenience of the speaker.
- b) The Health Officer Recognition and Awards: The Board discussed if NHHOA board members should be considered eligible to receive awards as the board would be voting on the recipients. The categories and criteria were discussed, and the nomination form was reviewed, and some changes were made. Nancy will use Google forms for the nominations, and those that wanted to submit a hard copy form could still mail it in. These will be postponed until next workshop.

VII. Committee Reports:

- Seasonal Issues: High heat is still an issue right now. Matt mentioned that the housing standards have a minimum heating temperature for rental housing, but no maximum. Not much to really be done other than to support cooling centers. Arboviral: there has been one death associated to JCV. Mosquitoes have been very active and in abundance due to the heat and wet spring and summer. Beach program: the State has issued advisories for e-coli at a number of public beaches.
- Readiness report: This will be the focus of our next meeting. We may possibly have an additional Zoom meeting in early October if needed to finish the report. A draft of the report will be sent to Rep. Marsh for his review two weeks prior to the submission.
- Legislative/ NH Public Health Association: No new info.

VIII. New business Nancy will see if Denise and Wayne can go to their local Citizens Bank branch to update the signature cards.

IX. Next Meeting

- a) The next meeting will be Tuesday September 14, 2021 from 9:00- 11:00AM via Zoom
- b) The meeting was adjourned at 10:33AM.

Respectfully submitted: Dennise Horrocks, Secretary