

New Hampshire Health Officers Association
Board Meeting February 14, 2013

Meeting commenced at 9:15 am – Local Government Center, Concord, NH

Attendance: Judy Jervis-President, Brian Lockard-Treasurer, Wayne Whitford, Arthur Capello, Chuck Stata, Bev Drouin – Health Officer Liaison,

Guests: Kim McNamara- Health Officer Portsmouth, Heidi Peek- Health Officer Nashua

- Minutes from the January 10, 2013 meeting were reviewed by the directors present. A motion was made by Art and seconded by Chuck to approve the minutes. The minutes were approved by a vote of the directors.
- Treasurer's Report
 - Checking balance \$8,202.17
 - Bills
 - Catering: \$1,500
 - Cornerstone: \$ 153
- Cornerstone:
 - It took six weeks to send out renewal billings
 - Our contact at Cornerstone is Eileen
 - Check with Cornerstone on their ability to handle electronic payments
- DHHS Database
 - DHHS health officer's database is not current?
 - Some of the invoices that went out from Cornerstone had out of date health officer information. Did the data come from LGC or DHHS?
 - Bev will check with Janice on vacancies – 16 vacancies are noted on the list
 - Next mailing will be for the spring conference – mail to members with email, email to all health officers
- Bev
 - Working with Mike Dumond and Elizabeth Manard and the Policy Institute of Maryland on the nuisance task force information. There have been two monthly conference calls
 - The NH RSAs are written loosely, like most other states
 - Addressing five nuisances: Outdoor wood burning; smoke; mold, trash
 - End product of the exercise: Model language for towns, Definition of nuisance
 - Open item: Health officers as agents of the state
 - Webinar: Nothing done yet
- Committees
 - NH Public Health Assoc Legislative Group: Kim gave an opinion of HB 608

- DOH tracking list for Bev, will get DES Legislation list
 - Bed Bug bill – working group
 - Arboviral: Dennise and Brian--Pre –Season meeting on February 27
 - Emergency Preparedness Conference on June 27-- Judy sent out the information from Rodney

- Workshop (Conference)
 - The afternoon sessions are set
 - CDP not coming – the morning is open
 - 9:30-12 2-3 speakers
 - Flood mapping
 - Fusion Center-Jen Harper
 - Legal: HIPPA, DCYF, mandatory reporting
 - Bloodborne pathogens-Heidi will work on this item
 - State lab, chain of custody
 - Rabies reporting
 - Fall conference: Regional planning, climate change
 - Vendors: Skip vendors, speakers can leave handout material
 - What did LGC do that we will need to do for the conference? Printing, assembling packets, ? mailing-how long will it take Cornerstone to do
 - Raffle/Give away: 10/\$10.00 Dunkin Donuts gift certificates
 - Menu: Do the same as last year-executive lunch sandwiches
 - Bev will send out save the date email
 - Conference fee: \$45.00 to pre-register, \$60.00 for walk-ins and non-members. Membership is \$25.00 not included in the registration.

- Health Officer Manual
 - The 1994 Edition is the most complete. Bev will send out copies to all
 - The 2006 Edition is the most recent printed manual
 - Current edition is only on line and on the thumb drives
 - Bev is updating the web site manual
 - Manual needs to reference the RSAs
 - Need to have templates of letters and orders
 - For the next meeting review and comment on the communicable diseases section

- Meeting schedule
 - Second Thursday of each month ?
 - Next meeting March 14 ? Judy will check with LGC
- Meeting adjourned at 11:45 am
- Minutes submitted by Wayne Whitford