

- *Executive Board Minutes*
 - July 21, 2026
 - **9:30 am –11:00 am**
 - Zoom Meeting Format
- Call to Order – Brian Lockard, Vice-President
- Attendance
 - Wayne Whitford, President –absent
 - Brian Lockard, VP – present
 - Liam Ehrenzweig, Secretary – present
 - Courtney Bogaert – absent
 - Nancy Kilbride, Events Your Way – present
 - Sophia Johnson, DPHS Health Officer Liaison Unit – absent
 - Madison Bailey –absent
 - Heidi Peek-Kukulka – absent
 - Brian Santiago, Concord, NH Health Officer – present
 - Angela Liberty, - absent
 - Kendall Hughes, - present
 - April Phelps, - absent
- Approval of June 16, 2026 minutes
 - A motion to approve the minutes from the previous Board meeting was made. The minutes were approved.
- Treasurer’s Report –
 - Nancy reported no expenses for June. Revenue includes one new membership and additional payments for the Spring Conference for a total of \$19,990.85.
 - The money market account at Live Oak Bank is not allowing Nancy access at this time, nor Wayne. They are working on establishing that.
 - A motion was made and the treasurer report approved.
- Membership –
 - Nancy reports 157-160 members. Brian L. noted we have been up to 200 members recently. Nancy contributed the reduction in position turnover for health officers. She does not have access to a list of current Health Officers. Brian L. thought Sophia could provide that but Nancy said she had requested it in the past unsuccessfully. Kendall noted the recent DHHS electronic appointment feature, and thought the list might be easier to obtain now.
- Social Media
 - Brian S. informed the social media initiative has not begun. Nancy said she had tried to establish that presence but had to abandon it because it was linking to her

other social media presences. Brian L. thought we should include it in the agenda for August. Brian S. will speak with Wayne about this topic prior to next meeting.

- Fall Conference

- Brian L. has spoken with Dr. Chan about Health Alert Network and he is interested in the particulars about the Fall Conference. Nancy suggested we ask him about his availability for the morning or afternoon session, and we will accommodate him with scheduling. Brian L. mentioned Dr. Chan spoke at a previous conference, perhaps during Covid.
- Brian L. is aware Sophia is working with her contacts Martha from Antrim and Dartmouth Health regarding the hoarding presentation.
- Nancy asked if 1:20 was appropriate time allotment for the food safety presentation. Brian S. concurred with that time amount. Brian L. noted the change to Homestead law did pass. A discussion was made about who should go first, April or Erica. Brian S. thought April could go first but both presenters remain available for questions.
- Nancy doesn't think enough time is available to add another topic, especially given feedback from Spring conference that schedule was too tight. She will set Fall schedule in accordance with Dr. Chan's availability.
- Nancy is waiting for commitments from vendors. She reminded Beverly from DHHS has committed \$2,500 for sponsorship. Brian L. informed Trauma Services has been vendor and would like opportunity to speak at a conference. He noted other conferences he has attended have allowed vendors a few minutes each to introduce themselves. Brian L. noted Beverly might like an opportunity to introduce herself and Brian S. agreed. Nancy stated she offered that opportunity to Beverly at the Spring conference and she declined.
- Nancy informed 20 registrations have been received to this point.
- Nancy asked if preference for menu was pasta or sandwiches, and stated there was positive feedback about the pasta at the Spring conference. Brian L. thought it worthwhile to repeat with pasta given the response.
- Brian S. suggested as a topic for Spring 2027 revisiting the recent Haverhill, MA septic overflow. Brian L. noted other communities also overflow into the Merrimack River, including Manchester and Nashua due to storm loading and system capacity. He noted some health officers do beach sampling, including himself.

- Health Officer Liaison Updates –

- Sophia was unable to attend and no update is available.

- New Business

- No new business was presented.

- Action Items

- Brian L. to continue arrangements with Dr. Chan.
 - Nancy will reach out to Erica and April about time appropriation for their presentation.
 - Sophia is expected to continue coordination with hoarding presentation.
- Next meeting
 - Next meeting– August 18, 2026 at 9:30am.
- Adjournment – – Brian Lockard, Vice-President —9:57 am.