



# New Hampshire Health Officers Association

## Executive Board Meeting Minutes

Wednesday April 13, 2022

Via Zoom Video Meeting Platform

### I. Call to Order

Wayne Whitford, President called the meeting to order at 9:33AM

### II. Attendance

Wayne Whitford, President  
Brian Lockard, Vice President  
Denise DeBlois, Treasurer  
Dennise Horrocks, Secretary  
Ren Beaudoin  
Heidi Peek  
James Murray  
Gwen Williams  
Nancy Kilbride, Events Your Way  
Matt Cahillane, Program Manager, HOLU

Absent:  
Ron Beard  
Arthur Capello  
Ron Eisenhart  
Sophia Johnson, HO Specialist

### III. Approval of Minutes

The minutes from March 16, 2022 were approved.

### IV. Treasurer's Report- Reported by Nancy Kilbride

Total in Checking account and Money market is \$16,165.17. Expenses this month totaled \$625 for NHMA contract. Revenue was \$900 from membership fees. Currently we have 149 members. Nancy will work on getting the membership up with targeted emails to those who have been members normally. Treasurer's report accepted.

### V. Health Officer Liaison Updates/ Health Officer Manual Update- Matt

The launch date for the HO training is June 3, 2022. The deadline for HO's is June 10<sup>th</sup>, so it will be crunch time. It is not live training, but has a registration, testing and tracking module.

## **VI. Spring Workshop Planning: Tuesday May 24, 2022 from 8:30am- 12:30PM**

The Board reviewed the proposed agenda. **\*Action Item** Brian will provide a write-up for the agenda for the short-term rentals and the legislative session. For the Digital Health, Gwen will be the facilitator. Joining the roundtable will be Valerie Potopsingh, FDA and Jordan Alvez, EPA. Gwen recommends 5 minutes for each to describe the impact COVID 19 has had on their organizations. Sophia should be added to the panel. **\*Action Item** Matt will provide Nancy general description about what he will be presenting. He will discuss the recent legislation and the request for data from the SHA/ SHP committee. He can discuss what the State does for data, but it would be helpful to have a city discuss what they do. Nancy will update the agenda and send to the board for review, then send to the listserv along with membership information. **\*Action Item** Wayne will check with Sophia about the awards committee and how that can be presented at the workshop.

## **VII. Update on Readiness Report to SHA/SHIP- Wayne Whitford**

Senator Sherman wanted an electronic form of data. Not sure what data he is looking for, # of calls, calls for service? What aggregate data do have for all HO's in the State? We should think about data for rental property issues, communicable disease, hoarding and mental health issues. Also the topic of workforce training and capacity. Is there an expectation to standardize the data? The committee is clear with FT and PT HO's and the difference in the type of data that would be accumulated. Nashua will share with the Board the report they produced for Nashua re: COVID-19. **\*Action Item** Wayne will work with Sophia to discuss something for us to provide to the committee. **\*Action Item** Sophia and Matt will draft an appendix to the report for the HHS oversight committee with solutions.

## **VIII. Review of draft DOE School Inspection Form**

Ren brought up some questions/ concerns that he had with the report. He will send them out to the board.

- Schools never give proper notice for the inspection, always last minute
- Clarify the follow-up inspections. Can evidence (photo) be provided and then HO sends letter to school that compliance has been achieved.
- The drinking fountain question needs clarification. We aren't given # of students/ staff, so can't make a determination of how many should be available, etc.
- List where the items are listed in the rules, similar to the form that childcare uses.
- Animals must be in good health? Gerbils, goldfish health?

## **IX. Update on inviting Director Trish Tilley and DHHS reps to June 21, 2022 Board meeting:**

**\*Action Item:** Matt will draft an email for Wayne to send Trish Tilley requesting her availability to attend the Board meeting on June 21, 2022.

**X. Committee Reports:**

- a) Seasonal Issues: None
- b) Legislative/ NH Public Health Association: The Board discussed the Public Hearings for HB1268 and HB 1272. The presenters, Ren, Heidi from Nashua, James from Exeter, Matt for DHHS and Natch from NHMA all did a great job. Many good points were made by them all and they had useful information for the committee. Generally good news that most all attending were in opposition! Great to know we can influence the process.

**XI. New business:** None

**XII. Next Meeting:** Tuesday June 21, 2022 from 9:30- 11:30AM via Zoom

**XIII.** The meeting was adjourned at 10:52AM.

Respectfully submitted: Dennise Horrocks, Secretary