



New Hampshire Health Officers Association

Executive Board Meeting Minutes

Thursday July 15, 2021

Via Zoom Video Meeting Platform

I. Call to Order

Wayne Whitford, President called the meeting to order at 9:02AM via Zoom Meeting Platform

II. Attendance

Wayne Whitford, President
Brian Lockard, Vice President
Denise DeBlois, Treasurer
Dennise Horrocks, Secretary
Ron Eisenhart
James Murray
Arthur Capello
Ren Beaudoin
Heidi Peek
Matt Cahillane, Program Manager, HOLU
Sophia Johnson, Health Officer Specialist

Absent:

Ron Beard
Nancy Kilbride, Events Your Way

III. Approval of Minutes

The minutes from June 15, 2021 were approved.

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

\$1035 expense was April and May cost for event planner. Total in Checking account and Money market is \$16208.07. Currently at 202 members. When we meet in person in August, we can add Wayne and Denise to Citizen's account at the Concord branch. Treasurer's report accepted.

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

- a) Program Updates: Technical assistance calls for HOLU are about 30-35, and have definitely slowed down, but still higher than previous average of 20 calls. Most calls are Nuisances, unsanitary, appointments for HO's. Many calls regarding the trainings and background checks for HO's.
- b) Training and Health Officer's Manual: The June 24th NHMA zoom meeting on the changes to RSA 128, from HB79 went well, with attendance of over 100. Lot's of HO's were on the meeting, but HOLU still

received calls following it. Still working on updates to HO manual, specifically with changes to the blood lead level changes. No trainings are planned until Sophia comes back from maternity leave.

- c) Sophia Maternity Leave Planning: August 13th will be Sophia's last day. She will send out notice through the listserv and encourage HO's to use the listserv for advice during her absence, as well as the NHHOA website, fellow HO's, and the Board. She wants the link on the website to go to a mailbox rather than her email so that it can be answered.
- d) NHHOA Strategic Planning Preparation: The Board should plan on an October or November session. Sophia will touch base with Nancy and develop a common RFP.

VI. HB 79 Rule Making Discussion

- a) NHMA (Natch Greyes) has been very accommodating and accessible in assisting with the presentation and notification to Town Administrators. It is a good partnership with NHMA. Sophia suggests Wayne have a conversation with Margaret Byrnes, Executive Director, to emphasize our goals, and how this change in the law will be beneficial to HO's to be better trained, protected (safety) and well-connected with fire, building, police for safety. Matt will discuss more on this with Wayne.
- b) Sophia and Matt have worked on changes to the HO nomination form to reflect the RSA changes. Also, a draft State Readiness Report template for NHHOA board has been developed. Matt and Sophia are working on draft curriculum for the 3 hour training. So the only current option is via zoom. They are working with IT for a modular section for 1 hour trainings. Once the training is agreed on. They will work on the testing platform, likely google docs. The tracking piece still needs to be worked out, so we can know who took what trainings. Definitely a learning management system in place would make this smoother. The rule making is not underway, and may be the end of 2021, beginning of 2022.
- c) The NHHOA report is due 11/1/2021. DHHS will supply the board the town info, but it is up to the board to complete the report. The report has to be sent to the joint legislative oversight committee on health and human services, and the state health assessment and state health improvement plan advisory council. It should identify gaps, challenges. Maybe get info from previous survey or send out another survey. But the writing on this needs to begin in September. The minimum requirement is a written report to submit. Or an option would be to present in person. Perhaps invite Kim McNamara to be on the committee to write the report, as she is NHHOA representative to SHA/ SHIP Advisory Council or also ask Rep. Marsh to be on the committee. It was suggested that Readiness Report be put in place of seasonal issues under committee reports. The Readiness report will be an agenda item for August.

VII. In-person Meetings/ Fall Workshop

- a) Set dates and reserve rooms: The board agreed on tentative August meeting date at NHMA of Thursday August 12th if available. Workshop dates of either Thursday Oct. 28th or November 4th.
- b) Health Officer Recognition and Awards: This will be an agenda item for August.

VIII. Committee Reports:

- Seasonal Issues: Days over 90 degrees is trending even higher. Rain issues causing more mosquitoes and mold. Ren brought up issues they are seeing with chlorine shortage and public pools. Some

pools are subsequently not using chlorine to disinfect. Matt reminded everyone that the new HB requires HO to be notified of pool closures.

- Emergency Preparedness: No annual conference planned.
- Legislative/ NH Public Health Association: No new info.

IX. New business Get ready to start the readiness report!

X. Next Meeting

- a) The next meeting will be Thursday August 12, 2021 at 9:00AM at NHMA 25 Triangle Park Drive, Concord, NH
- b) The meeting was adjourned at 10:05 AM.

Respectfully submitted: Dennise Horrocks, Secretary