

NHLWAA
Executive Committee Meeting Minutes

5/21/2020
Electronic Meeting

Pat Murphy called meeting to order at 9:32 am.

Board members in attendance: Charleen Michaud, Ellen Tully, Susan Drew, Todd Marsh, Bob Mack, Pat Murphy, BJ Parker, Karen Emis-Williams, Marilyn Ceriello Bresaw, Denise Greig, Patricia Caruso, Dana O'Brien.

Minutes of 2/20/2020 meeting reviewed. Motion to approve by Charlene and seconded by Marilyn. Unanimous approval.

Treasurer Report of April 2020 delivered by Marilyn. Motion to approve by Ellen, seconded by Bob. Unanimous approval.

NHLWAA:

a. Executive Board:

- i. NHMA Webinar on Local Welfare held on 3/18/2020. Highlights included timing of assistance and applicants' eligibility. Possible training topic: eligibility & citizenship.
- ii. Membership Dues FY 20/21. Denise made the following Motion: That the NHLWAA Executive Board eliminate membership dues for the Fiscal Year 7/1/2020 to 6/30/2021 due to the pandemic. Seconded by Dana. Discussion to send letter to members and non-members advising them of the opportunity for free membership until 6/30/21. Unanimous approval of the Motion. Draft letter will be resent for review.
- iii. COVID 19 State of Emergency and impact on Local Welfare discussed as some offices are scheduled to reopen in the coming weeks. NHMA and Primex Reopening Webinar on 6/3. Methods to reduce risk of transmission reviewed, including telephone interviews, screening, masks, traffic control and flow, office design and cleaning routines.
- iv. Nomination Committee necessary for this year's election as President subject to term limits. Todd, Ellen & Susan agreed to serve on the Committee.
- v. Next Executive Board Meeting: 6/18/20 at 9:30 am via Zoom.

b. Committees:

- i. Legislative Affairs – (Karen & Pat). Nothing to Report.
- ii. Executive Board Orientation (Non-Profit Board plans). (Denise & Ellen) Nothing to Report.
- iii. New Membership Committee (Tricia, Susan & Dana) Had scheduled meeting but unable to meet.
- iv. Financial (Bob, Marilyn & Ellen) - Nothing to Report. Meet once per year.
- v. Training (Dana, Todd & Charleen) see below.

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c. Conferences/Training: April and June Sessions cancelled. Discussion as to whether next session should be on reopening and be held by Zoom – cost \$19.90 per month for an account. Pat questioned whether NHMA Zoom account might be available. Consensus that reopening is happening in coming weeks so session might not be timely. Pat will consider sending notice of 6/3 reopening webinar to membership. September Session TBD.

Other/general discussion: Model Welfare Guidelines: Pat has reviewed, made comments and sent to Board. NHMA's Stephen Buckley has asked us for an update of the Guidelines. The document was last revised in 2012. Todd, Trish, Pat and Denise agreed to form group to assist with review and recommendations to NHLWAA Board who will it send on to NHMA for review and comment. Pat will resend it to all Board members.

Motion to Adjourn by BJ, seconded by Todd, approved.

Next Board Meeting: 6/18/20 at 9:30 am via Zoom.