



Board Members:	Staff & Guests
Jason Margus, Anthem, Treasurer	Patrick Miller, Helms & Company, Inc.
Morgan Brown, Cigna, Secretary	Erin Meagher, Helms & Company, Inc.
Marie Doyle, HPHC	Keith Nix, Helms & Company, Inc.
Patricia Edwards, MD, Healthcare Provider	Mark McCue, Esq., Hinckley Allen
Marc Fournier, USNH, Self-Insured Entity	Adriane Burke, NH DHHS
Morgan Harris, NHID	Matthew Toohey, MD, Anthem
Jerry Knirk, MD, Public Member	Members of the Public
Colleen Smith, NH DHHS	Holly Burke, Sanofi
Wendy Wright, DNP, Healthcare Provider	Laura Condon, Bedford, NH
Excused Board Members:	Luke Cunniff, Merck
Edward Moran, Public Member, Vice Chair	NH State Rep. Susan DeRoy, Durham, NH
	NH State Rep. Henry Giasson, Goffstown, NH
	NH State Rep. Tom Ploszaj, Center Harbor, NH
	NH State Rep. Kelley Potenza, Rochester, NH
	NH State Rep. Shane Sirois, New Ipswich, NH
	Larisa Trexler, Stoddard, NH

1. Welcome and Roll Call

Mr. Miller welcomed everyone to the Board of Directors meeting of the NH Vaccine Association. He then read the *Notice of Meeting Recording*. Ms. Condon indicated she was also recording the meeting.

Mr. Miller conducted an attendance roll call of Board Members:

	<u>Present</u>	<u>Excused</u>
<i>Morgan Brown</i>	X	
<i>Marie Doyle</i>	X	
<i>Patricia Edwards, MD</i>	X	
<i>Marc Fournier</i>	X	
<i>Morgan Harris</i>	X	
<i>Jerry Knirk, MD</i>	X	
<i>Jason Margus</i>	X	
<i>Edward Moran</i>		X
<i>Colleen Smith</i>	X	
<i>Wendy Wright, DNP</i>	X	

Mr. Miller announced that Susan Tenney had retired from Harvard Pilgrim and the Board of Directors at the end of October. He asked for a motion to appoint an Interim Chair.

34

VOTE RECORDED: *On a motion by Mr. Fournier, seconded by Dr. Edwards, by roll call it was*

VOTED: *To appoint Jason Margus as Interim Board Chair.*

37

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
39 Morgan Brown	X			
40 Marie Doyle	X			
41 Patricia Edwards, MD	X			
42 Marc Fournier	X			
43 Morgan Harris	X			
44 Jerry Knirk, MD	X			
45 Jason Margus			X	
46 Edward Moran				X
47 Colleen Smith	X			
48 Wendy Wright, DNP	X			

49

50 2. Review and Acceptance of the September 17, 2025, Board of Directors Meeting Minutes

51

52 Mr. Margus asked if any Board Member had comments regarding the September 17, 2025, Board of Directors
53 Meeting minutes. With no comments, Mr. Margus asked for a motion to approve the minutes.

54

VOTE RECORDED: *On a motion by Ms. Wright, seconded by Mr. Fournier, by roll call it was unanimously*

VOTED: *To approve the September 17, 2025, Board of Directors meeting minutes as
57 presented.*

58

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
59 Morgan Brown	X			
60 Marie Doyle			X	
61 Patricia Edwards, MD	X			
62 Marc Fournier	X			
63 Morgan Harris	X			
64 Jerry Knirk, MD	X			
65 Jason Margus	X			
66 Edward Moran			X	
67 Colleen Smith	X			
68 Wendy Wright, DNP	X			

70

71 Mr. Miller asked Mr. Margus if he could introduce and welcome Marie Doyle to the Board. He stated that Ms. Doyle
72 is Harvard Pilgrim's new appointment to the Board in the wake of Ms. Tenney's retirement.

73

74 3. Review and Acceptance of the FY2025 Annual Report

75

76 Mr. Margus asked if any Board members had comments regarding the FY 2025 Annual Report draft. Mr. Miller
77 thanked Ms. Meagher for her assistance with the report redesign and extended further thanks to Ms. Smith and her
78 staff for their work on the DHHS portion of the report. With no suggested changes, Mr. Margus asked for a motion
79 to approve the report.

80

VOTE RECORDED: *On a motion by Ms. Harris, seconded by Mr. Fournier, by roll call it was unanimously*

VOTED: *To approve the FY2025 Annual Report as presented.*

83

		<u>Yes</u>	<u>No</u>	<u>Excused</u>
84				
85	<i>Morgan Brown</i>	X		
86	<i>Marie Doyle</i>	X		
87	<i>Patricia Edwards, MD</i>	X		
88	<i>Marc Fournier</i>	X		
89	<i>Morgan Harris</i>	X		
90	<i>Jerry Knirk, MD</i>	X		
91	<i>Jason Margus</i>	X		
92	<i>Edward Moran</i>			X
93	<i>Colleen Smith</i>	X		
94	<i>Wendy Wright, DNP</i>	X		
95				

96 **4. Executive Director Report**

97 Mr. Margus invited Mr. Miller to provide the Executive Director report.

98 **a. Review of the FYTD 2025 Unaudited Financial Statements**

99 Mr. Miller reviewed the unaudited financial statements through October 31, 2025. He reported that assessment
100 income is in line with projections, albeit the current assessment period ended November 15 and will be reflected in
101 the November unaudited financial statements. Total assets equaled \$15.06M at the end of October, and
102 administrative expenses were under budget by \$3,949 for the same period.

103 **b. Initial Report of Assessments due November 15, 2025**

104 Mr. Miller invited Ms. Meagher to provide an update to the assessments for the most recent quarter. Ms. Meagher
105 advised that the majority of filings have been completed, and a few outstanding assessments were being pursued.
106 She stated that actual covered lives appear to be trending a lower to projected as was the case in the prior quarter.

107 **5. NH Department of Health and Human Services (NH DHHS) Update**

108 Mr. Margus invited Ms. Smith to provide the NH DHHS report.

109 Ms. Smith provided the following updates:

- 110 ▪ The CDC cash value of inventory at as of September 30, 2025 (end of FFY25) was \$2,357,458.06. NH DHHS
111 is working towards maintaining a balance forward each quarter of the CDC recommendation of \$3.4M
- 112 ▪ SFY expenditures for the period of July 1 through October 31 were \$9,355,417. There was an anticipated
113 increase in the first quarter expenditures compared with the prior year due to an average CDC price increase
114 of 4% as well as the earlier distribution of nirsevimab (RSV) and the addition of clesrovimab (RSV).
- 115 ▪ NH DHHS made the decision to only purchase and distribute the Moderna brand COVID-19 vaccine this
116 season which reduced their initial prediction of required funds by approximately \$250,000.
- 117 ▪ NH DHHS continues to monitor immunization inventory and will replenish supply as needed.
- 118 ▪ For the fall respiratory season, of the doses distributed as of October 31, providers have to date
119 administered 58% of nirsevimab (RSV), 39% of COVID-19, and 79% of the influenza doses.
- 120 ▪ NH DHHS recently received a \$23,882.40 Federal Excise Tax (FET) credit from Sanofi and Seqirus for
121 returned expired influenza that will be used towards future influenza purchases.

122 **6. Public Comment**

123 Mr. Margus asked members of the public if they would like to offer comments, and public comments were received.



134 7. Executive Session

135

136 No Executive Session was needed.

137

138 8. Meeting Adjournment

139

140 **VOTE RECORDED:** *On a motion by Ms. Brown, seconded by Ms. Wright, by roll call it was unanimously*

141 VOTED: *To move to adjourn the meeting at 9:22 a.m.*

142

		<u>Yes</u>	<u>No</u>	<u>Excused</u>
143				
144	<i>Morgan Brown</i>	X		
145	<i>Marie Doyle</i>	X		
146	<i>Patricia Edwards, MD</i>	X		
147	<i>Marc Fournier</i>	X		
148	<i>Morgan Harris</i>	X		
149	<i>Jerry Knirk, MD</i>	X		
150	<i>Jason Margus</i>	X		
151	<i>Edward Moran</i>			X
152	<i>Colleen Smith</i>	X		
153	<i>Wendy Wright, DNP</i>	X		

155 Board of Directors Meeting minutes respectfully submitted by

156 Morgan Brown, Secretary

157 November 19, 2025

158

#

159