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**Meeting Minutes**  
**NHVA Board of Directors Telephonic Meeting**  
**January 3, 2019, 7:30am**

**1. Welcome and Introductions (Tenney).**

- a. The board meeting was called to order by Chairwoman Tenney at 7:32AM.
- b. Mr. Miller recorded attendance:

**Committee Members:**

Susan Tenney, HPHC, Chair  
 Laura Condon, Public Member  
 Elizabeth Daly, NH DHHS  
 Patricia Edwards, MD, Healthcare Provider  
 Sean Lyons, Cigna  
 Edward Moran, Public Member  
 Jason Margus, Anthem  
 David Sky, NHID  
 Janice Valmassoi, MD, Healthcare Provider, *Excused*

**Other Attendees:**

Patrick Miller, Helms & Company, Inc.  
 Mark McCue, Esq., Hinckley Allen  
 Leah Chase, Weare, NH, Member of the Public

- c. Ms. Condon stated that she was recording the meeting.

**2. Review and Approval of Annual Report (Miller) – Vote Required**

- a. Chairwoman Tenney stated that the purpose of today’s meeting was to review and approve the 2017-18 Annual Report document previously circulated to the board members by Mr. Miller. Chairwoman Tenney asked if any members of the board had comments on the report. Ms. Condon stated that she had comments. She began by thanking Mr. Miller for his work on the draft report. On page 1, paragraph 2, sentence three, she requested the words “higher vaccination rates” be replaced with the words “higher immunization rates”. There were no objections to this request. Ms. Condon then asserted that the message on page 2 from the New Hampshire Department of Health and Human Services (DHHS) should not be included in the Annual Report. There was group discussion regarding Ms. Condon’s comments, and there were no other objections to inclusion of the DHHS message in the Annual Report.
- b. Chairwoman Tenney asked if there was any additional comment on the draft 2017-18 Annual Report document, and if not, if someone would make a motion to accept the report. A motion was made by Mr. Sky: “To accept the Annual Report as drafted with the change in wording on page 1, paragraph 2, sentence three, from the words “higher immunization rates” to “higher vaccination rates”.” The motion was seconded by Mr. Moran. Ms. Condon asked for a roll call vote, the results being recorded as:

<b>Motion:</b> “To accept the Annual Report as drafted with the change in wording on page 1, paragraph 2, sentence three, from the words “higher immunization rates” to “higher vaccination rates”.					
	<b>Motion</b>	<b>2nd</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
Laura Condon				X	
Beth Daly			X		
Patricia Edwards, MD			X		
Sean Lyons			X		
Jason Margus			X		
Edward Moran		Second	X		
David Sky	First		X		
Susan Tenney			X		
Janice Valmassoi, MD					Excused

- 29 c. Chairwoman Tenney stated that the motion had passed, and subsequently thanked the board  
30 members for their review and discussion of the 2017-18 Annual Report.  
31 d. Mr. Miller stated that he would forward a cover letter, the Annual Report, and copies of the Audited  
32 Financial Statements to the Governor, Senate President, and House Speaker as required by statute.  
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34 3. Adjournment

- 35 a. A motion was made by Mr. Moran to adjourn the meeting. It was seconded by Dr. Edwards. There  
36 was no discussion and all voted in favor. The meeting was adjourned by Chairwoman Tenney at  
37 7:49AM, and she thanked all attendees for their participation.  
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39 Respectfully submitted by  
40 Sean Lyons  
41 Board Secretary  
42 February 12, 2019