

**Conflict of Interest Committee (COI)**  
**Meeting Minutes**  
**August 12, 2022**  
**APPROVED**

**Members Present:**

Christine Duerr –Chair  
Laura Flieder – Vice Chair  
Michele Hooper – Secretary  
Dave Pancoast – Member

**Others Present:**

None

**Members Absent:**

Kay Galloway - Member

**1. Meeting called to order 4:03 PM. Roll called.**

**2. Business at Hand**

A petition was submitted via email August 8, 2022, to which the Chair responded to the Petitioner that they should resubmit to the PO Box to keep submission secure.

**3. Petitions Submitted for consideration.**

Two petitions were submitted via our PO Box.

**4. Committee enters non-public.**

Laura moves to go into non-public. Chris seconded. Vote: Yes 4/0.

Committee enters non-public session under RSA 91-A:3,II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board.

**5. Non-Public Session.**

Outcome of non-public session:

Two petitions were discussed.

Petition 2022-01: Ms.Duerr motions, that we have jurisdiction, and we will continue to further investigation into the matter. Ms.Flieder seconds the motion. Roll call vote:

Chris D -Yes

Laura F-Yes

Dave P- Yes

Michele H-Yes

Vote 4/0- Yes, we have jurisdiction and we will continue into an investigation.

**6. Dave Pancoast excused himself. 4:47PM**

**7. Non-Public session continues.**

Petition 2022-02: We need more information and will request it from the Petitioner.

Ms.Hooper motions to table discussion for more information from the Petitioner.

Ms.Flieder seconds it. Roll call vote:

Chris D- Yes

Laura F- Yes

Michele H- Yes

Vote 3/0- Yes, we table discussion to get more information from Petitioner.

**8. Committee comes out of non-public session.**

Ms.Flieder motions to come out of non-public. Ms.Duerr seconds. Vote- 3/0.

Committee exits non-public at 4:54 PM

**9. Next steps.**

The Chair will reach out to Petitioner for more information on Petition 2022-02.

The Chair will respond to the Petitioner on results of meeting.

**10. Next Meeting**

August 29, 2022 4 PM. The Chair will confirm with Ms.Galloway.

Location to be decided based on the nature of the confidential investigation process.

**11. Adjournment**

The meeting was adjourned at 5:03 PM.

Respectfully submitted by Michele Hooper