

NOTICE OF OPEN PUBLIC MEETING



Northern Bristol County Public Health Alliance

Date: September 3rd, 2024

Time: 10:00 am - 11:00 am

Meeting Location:

Virtual: <https://us06web.zoom.us/j/87979991206>

APPROVED AGENDA FOR VIRTUAL MEETING

Voting Attendees:

- a. Dan Syriala, Attleboro
- b. Sharon Jamieson, Berkley
- c. Nicole Mello, Dighton
- d. Anne Marie Flemming, North Attleboro
- e. Danielle Edmands, Taunton
- d. Geri Hamel, Rehoboth

Non Voting Attendees:

- e. Erika Syokau, BME Strategies
- f. Meghan Russell, BME Strategies

I. Call to Order

- a. Dan made a motion to call the meeting to order at 10:05am, Anne Marie seconds.
Meeting opened with a quorum of $\frac{5}{9}$ voting members.

II. Past Meeting Minutes

- a. Minutes were approved by a vote of 5 (Attleboro, Taunton, Berkley, North Attleboro, and Dighton) in favor and 1 abstaining (Rehoboth).

III. Dashboard Review

- a. Reviewed job description status Meghan presented the FY25 dashboard.
- b. Mental Health First Aid training on Oct 1st, from 8am-4pm with a one hour lunch break located at Arcade Building.
 - i. Erika will update the flyers for municipalities to send out to other communities or those interested.
- c. Vaccine and maternal health objectives are dependent on hiring nurse and DPH starting the communities of practice

IV. Hiring Update

- a. Berkley Hiring



BME STRATEGIES



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- i. The Board effectively approved all three positions for posting without any questions.
 - ii. They were posted in Berkley on August 29th
 - iii. Allow for external posting on Thursday, September 5th
 - Erika and Meghan presented the hiring time line.
 - iv. Meghan and Erika will work on getting them distributed more widely by 9/13
 - 1. Let us know if your municipality can post as well
 - v. Need to set up interview panels for each position. Municipalities can follow up with interest in participating in interviews or one of the roles
 - vi. Dan thought it would be a good idea to have a small sub-committee with 2 people interviewing candidates and 2 in the background to stay on the same page. Group was ok with this idea.
 - b. IMA
 - i. Municipalities agreed that Berkley gets at least 10% and NA gets no more than 5%
 - ii. NA legal team is reviewing right now
 - iii. The next payment is dependent on having the IMA signed and submitted. IMA should be signed by Oct 31st
- V. Relavent Status
- a. Reached out to Michael to update the licenses, but we have not heard back yet
 - b. There are free Zoom trainings for Relevant, and \$200 in-person training. Meghan or Erika can come in person to help those in need with the Relevant software
 - c. Dan is in need of a data plan for the iPads to be added. Erika and Meghan will work on drafting an updated contract and will send it over to AnneMarie.
 - d. Matt has not started to use it in Berkley yet
 - e. Taunton has $\frac{3}{4}$ iPads set up, the pencils are not working
- VI. Mental Health First Aid Training
- a. October 1st - full-day event from 8am-4pm with a 1 hour lunch break.
 - b. Geri confirmed that the training will be held in Rehoboth at the Arcade Building.
- VII. MAHB Memberships
- a. Does anyone need support for MAHB memberships? The invoice was sent to Meghan. These memberships will be paid by each municipality.
- VIII. Municipal Notification
- a. This is a notification to the municipality to remind them of their participation in the PHE Grant. The notification shall be sent to the following individuals in each participating municipalities: Mayor/Town Administrator/Town Manager, Chief





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Financial Officer, Select Board Chair/Board of Selectmen Chair, Board of Health Chair. Erika and Meghan presented the slides stating the notification to municipalities.

- b. This will be sent out by Oct. 31st, Meghan/Erika will reach out if we need the correct contacts.

IX. Community Updates

- a. Supplies are at North Attleboro, please stop by to pick them up.

X. Next Steps for Municipalities:

- a. IMA will be sent back once hearing back from North Attleboro
- b. Let Meghan and Erika know if you need any support from Relavent and contact training for Karl

Next Steps for Meghan and Erika

- c. Erika and Meghan to follow up with MAHB membership
- d. Erika and Meghan will begin to start looking into posting JD externally by 9/13
- e. We will begin to update the budget and brainstorm spending ideas such as a strategic planning workshop that can achieve long term goals

XI. Adjournment

- a. AnneMarie made a motion. Danielle seconded. 4/4 (Berkley, Dighton, North Attleboro, Taunton) vote to end the meeting. Meeting was adjourned at 10:56am

Please Note: There will be no public participation in speaking at this meeting.

PLEASE NOTE THAT THE BOARD OR COMMITTEE MAY ACT ON ITEMS IN A DIFFERENT ORDER THAN THEY APPEAR ON THIS AGENDA. ALSO, IF IT SO VOTES, THE BOARD OR COMMITTEE MAY GO INTO EXECUTIVE SESSION DURING THE MEETING.

PERSONS INTERESTED ARE ADVISED THAT, IN THE EVENT ANY MATTER TAKEN UP AT THIS MEETING REMAINS UNFINISHED AT THE CLOSE OF THE MEETING, IT MAY BE PUT OFF TO A CONTINUED SESSION OF THIS MEETING, WITHOUT FURTHER NOTICE.

