

NOTICE OF OPEN PUBLIC MEETING



Northern Bristol County Public Health Alliance

Date: May 6, 2025

Time: 10:00 am - 11:00 am

Meeting Location:

Virtual: <https://us06web.zoom.us/j/88289684704>

DRAFT AGENDA FOR VIRTUAL MEETING

Voting Attendees:

- a. Dan Syriala, Attleboro
- b. Sheila O'Brien, Attleboro
- c. Sharon Jamieson, Berkley
- d. Elizabeth Moreira, Dighton
- e. Brian McCracken, North Attleboro
- f. Geri Hamel, Rehoboth
- g. Danielle Gurgel, Taunton

Non-Voting Attendees:

- h. Clifford Pierre, Regional Inspector
- i. Melissa Silverman, Regional Nurse
- j. Erika Syokau, BME Strategies
- k. Meghan Russell, BME Strategies
- l. Melanie Mackin, BME Strategies
- m. Kaitlin, Roanae OLRH
- n. Cassandra Andersen, OLRH
- o. Bethany Griles, OLRH

I. Call to Order

- a. Dan motioned to call the meeting to order at 10:43 am, and Geri seconded. The meeting opened with a quorum of all voting members present. (Attleboro, Berkley, Dighton, North Attleboro, Rehoboth, and Taunton)

II. Intermunicipal Agreement Update

- a. Erika shared an update on the progress of the Intermunicipal Agreement (IMA) amongst the SSA.
- b. All communities have signed the IMA except for Attleboro and Rehoboth. Attleboro is taking the IMA to the city council on May 6th.
- c. Geri stated that she sent an email to the town administrator asking for an update on the IMA, and that she will share updates as they come along.

III. Vote to Appoint a Central Posting Location for the Public Body



BME STRATEGIES



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- a. Erika shared that with the IMA soon to be fully executed, the SSA will have to vote on a central posting location for the public body. The central posting location for the agenda and meeting minutes is North Attleboro.
 - b. Erika asked the group if they had any questions regarding the central posting location.
 - i. No one had any questions.
 - ii. Dan made a motion to move that in accordance with the provisions of 940 CMR 29.03(3) we adopt the Open Meeting Law posting methods specific to Regional or District Public Bodies and that the method of posting meetings shall then be those posting mechanisms for [NORTH ATTLEBORO], this PHE collaborative's host community."
 - iii. Geri seconded the motion.
 - iv. A roll call vote was done. All voting members present voted in favor of accepting the central posting location.
 1. Attleboro: yes
 2. Berkley: yes
 3. Dighton: yes
 4. North Attleboro: yes
 5. Rehoboth: yes
 6. Taunton: yes.
- IV. Special Meeting for Regional Public Health Specialist Discussion
- a. Erika shared that to discuss moving forward with the regional public health specialist role promptly, while reviewing regional staff progress and aligning on a health equity training date, a special meeting will be held.
 - i. Erika proposed May 13th at 9 am or May 15th at 10 am as potential dates for the special meeting.
 1. Sheila stated that the nursing conference is on May 15th, and she would prefer May 13th.
 2. Dan asked how long the meeting is expected to take due to another commitment he has at 10 am. Erika let the group know that the meeting should take 45 - 50 minutes.
 3. Danielle said that she can attend as long as the meeting does not go past 10:30 am.
 4. Sharon and Elizabeth confirmed that that time works for them.
 - a. Erika let the group know that she would share a meeting invite following this meeting.
- V. FY26 Workplan and Budget Timeline Update
- a. Erika shared the timeline for working and completing the FY26 workplan and budget.





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- i. Phase 1 May 13th: Erika and Regional staff members are working on drafting FY26 objectives and activities following FPHS results. The budget will be drafted internally.
- ii. Phase 2 May 21st - 23rd: DPH will share guidance on the FY26 workplan, and Erika will incorporate the guidance into the workplan.
- iii. Phase 3 June 3rd: The work plan and budget final draft is shared at the coalition meeting with the NCBPHA advisory board members. The advisory board will make necessary changes and take a vote
- iv. Phase 4 June 18th: Workplan and budget is submitted to DPH
 - 1. The group did not have any questions regarding the timeline.

VI. Foundational Public Health Services Results and Review

- a. Melanie Mackin from BME Strategies presented on the preliminary data from the FPHS data collection and review. This data is the preliminary spending and foundational area takeaways that are shared at the SSA level.
- b. Some key high-level takeaways include the following:
 - i. The SSA received two grants in total in FY24, totaling 2.63 million
 - ii. Of the total 2.63 million spent across the SSA, 2.55 million was spent on FPHS activities in FY24, the highest was spent towards environmental public health and accountability, and performance management at the local level.
 - iii. The two highest areas for shared staff expertise and capacity differ from the local public health entities within our SSA.
 - iv. 32% of total spending and 38% of staff working hours went towards environmental health.
 - v. 1% of total spending and 1% of staff working hours went towards maternal and family child health.
 - vi. There are areas that the SSA and local public health entities can leverage to work on capacity building and expertise.
 - 1. Melanie will share the in-depth slides regarding the data for everyone to review and incorporate into the FY26 work plan.
 - 2. Erika asked if the partner mapping template would include templates on engaging external partners that the SSA has not previously worked with.
 - a. Cassandra informed the group that the technical assistance team will provide support on a case-by-case basis to support SSA's who need to explore external partnerships.
 - b. Cassandra asked if anyone was surprised by the data.
 - i. Melissa shared that she onboarded in January and, coming into the later part of the fiscal year, she has been





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trying to catch up through attending the community of practice meetings. However, based on her findings so far, she stated that she was not surprised.

- c. Meghan shared that she is interested in hearing the feedback the municipalities have. Meghan thanked Melanie for the presentation.
- d. Erika thanked OLRH and Melanie for their efforts towards the data collection for FPHS.

VII. Next Steps

- a. BME
 - i. Erika will share a Zoom invite for the special meeting on May 13th at 9 am.
 - ii. Erika will work with regional staff to draft the FY26 work plan.
 - iii. Erika will share the FPHS data Melanie shared following this meeting.
- b. NBCPHA
 - i. NBCPHA to review FPHS data
 - ii. NBCPHA will attend the special meeting on May 13th.

VIII. Adjournment

- a. Geri motioned to adjourn the meeting. Dan seconded the motion, and the meeting was adjourned at 10:57 am.

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.

