

NOTICE OF OPEN PUBLIC MEETING



Northern Bristol County Public Health Alliance

Date: September 2, 2025

Time: 10:00 am - 11:00 am

Meeting Location:

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

Meeting ID: 882 8968 4704

MINUTES FOR VIRTUAL MEETING

Voting Attendees:

- a. Sheri Miller Bedeau, Attleboro
- b. Sheila O'Brien, Attleboro
- c. Sharon Jamieson, Berkley
- d. Elizabeth Moreira, Dighton
- e. Anne Marie Fleming, North Attleboro
- f. Geri Hamel, Rehoboth
- g. Danielle Gurgel, Taunton
- h. Michelle Borrello, Taunton

Non-Voting Attendees:

- i. Clifford Pierre, Attleboro
- j. Melissa Silverman, Regional Nurse
- k. Sydney Garilli, Regional Public Health Specialist
- l. Erika Syokau, BME Strategies
- m. Meghan Russell, BME Strategies
- n. Mike Hugo, Massachusetts Association of Health Boards

I. Call to Order

- a. Sheri motioned to call the meeting to order at 10:03 am, and Geri seconded. The meeting opened with a quorum of all voting members present. (Attleboro, Berkley, Dighton, Rehoboth, and Taunton. North Attleboro joined later)

II. Past Meeting Minutes

- a. Liz made a motion to approve the minutes. Sheri seconded the vote. The minutes were approved by all voting members present.

III. Ice Breaker

- a. During the icebreaker, attendees discussed their favorite fall scents.

IV. Regional Staff Updates

- a. Regional Nurse Monthly Report



BME STRATEGIES



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- i. Melissa presented her monthly progress report, which included the development of three standard operating procedures: one for infectious diseases and two for glucose screening. She has also attended a board of health meeting, created evaluation forms for community events, and collaborated with the nurse consultant on maternal, child, and family health programming.
- b. Regional Public Health Specialist Monthly Report
 - i. Sydney reported on her recent onboarding progress, noting the completion of foundational public health training and MAVEN training. She now has MAVEN access and will offer support as needed. Additionally, Sydney finished a preliminary data snapshot of the Northern Bristol County Public Health Alliance and will follow up with each community to discuss programming based on the captured data after their review.
- c. Regional Inspector
 - i. The SSA has not yet received any applications, but Berkley offered to post the role on the Massachusetts Municipal Association website and Indeed, so applications should be received soon. Municipalities were also reminded to post the role on their websites.

V. **Work Plan/Foundational Public Health Progress Update**

- a. An update was given to the coalition on the work plan.
 - i. *Grant Requirements:*
 - 1. All municipalities will complete SAPHE 2.0 Reporting
 - 2. All municipalities will work to implement METIRIK software by FY27.
 - ii. *Sustainability Objectives*
 - 1. Communication and Engagement
 - 2. Community Partnership and Development
 - iii. *Performance Standards Objectives*
 - 1. Disease Control and Prevention
 - 2. Identifying Areas for Improvement in inspection processes and providing targeted training to enhance the effectiveness and consistency of inspection in all participating municipalities
 - a. Anne Marie asked if hiring a part-time staff member for the inspector role is a possibility rather than a full-time position.
 - i. Meghan reminded the group that the coalition discussed this as a possibility last month. Mike Hugo was still confirming whether Danielle's part-time support would be allowable under the state ethics committee.





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- b. Liz provided an update on the Dighton health agent position, mentioning her potential move into the role. She expressed interest in supporting Berkeley if they pool municipal funds. Dighton plans to hire a new office manager. Liz will contact Erika for assistance with training-related purchases if needed.

in. Electives/Foundational Public Health Services

- 1. Maternal and Family Child Health
- 2. Assessment and Surveillance

VI. Expenditure Votes

- a. The group voted to approve the following purchases:
 - i. McKesson supplies for \$4,929
 - ii. Melissa's Certified Lactation Course for \$820.75
 - iii. Melissa's Immunization Registration for \$200
 - 1. Anne Marie made a motion to approve the expenditure, and Liz seconded the vote. A roll-call vote was taken.
 - a. Attleboro: Yes
 - b. Berkeley: Yes
 - c. Dighton: Yes
 - d. North Attleboro: Yes
 - e. Rehoboth: Yes
 - f. Taunton: Yes
- b. The group was reminded of the following:
 - i. All trainings require a vote.
 - ii. Communities can make purchases up to \$500 without an advisory board vote, provided they are submitted via the Google Form on the SOP.
 - iii. Regional staff are accountable for their respective line items.
 - iv. Purchases exceeding \$1,000 require an advisory board vote.

VII. Community Updates

- a. SOPs for Training and Purchase Requests
 - i. The group was reminded to continue to reference the new SOP that was approved and voted on last month.
 - ii. All other SOPs will be shared during the October meeting for review and approval.
- b. Trainings





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- i. Broadening the Lens is a training opportunity designed to address health disparities through the framework of racial and social justice. This training equips participants with practical strategies to tackle existing inequities. The program encourages an examination of historical context and its impact on current public health challenges. The group was encouraged to register for their upcoming monthly training. Erika will share the Zoom link to register.
 - ii. The group was reminded to continue to leverage the Bay State Training Hub for all support inquiries.
- c. In-Person Coalition Meeting
 - i. Erika plans to send a poll via email in the coming weeks regarding an in-person coalition meeting. This meeting aims to enhance collaboration and foster thought partnership.
- d. Language Line
 - i. Danielle shared that she has found Language Line to be very helpful and has used the interpretation services during her board of health meetings.
 - ii. Erika will reshare the Language Line information to the group

VIII. Next Steps:

- a. BME:
 - i. Erika will work on finalizing purchases that were approved during the meeting.
 - ii. Erika is to send out information on training opportunities.
 - iii. Erika will send out the language line information.
 - iv. Erika will reach out and send out a poll for an in-person coalition meeting.
- b. NBCPHA
 - i. NBCPHA will review the data snapshot from Sydney and schedule individual check-in meetings to review community-specific needs.
 - ii. NBCPHA will post the regional inspector role on their municipal websites.

IX. Adjournment

- a. Liz made a motion to adjourn the meeting. Anne Marie seconded the motion. A roll call vote to adjourn the meeting was taken.
 - i. Attleboro: Yes
 - ii. Berkley: Yes
 - iii. Dighton: Yes
 - iv. North Attleboro: Yes
 - v. Rehoboth: Yes
 - vi. Taunton: Yes





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b. The meeting was adjourned at 10:55 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 WILL BE AUTOMATICALLY DEFERRED AND ADDED TO A FUTURE AGENDA AS A REGULAR POSTED AGENDA ITEM, WITHOUT FURTHER NOTICE.

