

## NOTICE OF OPEN PUBLIC MEETING



# Northern Bristol County Public Health Alliance

**Date:** March 18, 2025

**Time:** 10:00 am - 11:30 am

**Meeting Location:**

Virtual: <https://us06web.zoom.us/j/82581495373>

## DRAFT MEETING MINUTES FOR VIRTUAL MEETING

### Voting Attendees:

- a. Dan Syriala, Attleboro
- b. Sharon Jamieson, Berkley
- c. Anne Marie Fleming, North Attleboro
- d. Geri Hamel, Rehoboth
- e. Danielle Gurgel, Taunton
- f. Michelle Borello, Taunton

### Non-Voting Attendees:

- g. Clifford Pierre, Regional Inspector
- h. Melissa Silverman, Regional Nurse
- i. Erika Syokau, BME Strategies
- j. Meghan Russell, BME Strategies
- k. Victoria Beltran, BME Strategies

### I. Call to Order

- a. Geri motioned to call the meeting to order at 10:12 am, Michelle seconded. The meeting opened with a quorum of 4/6 voting members present. (Attleboro, Berkley, Rehoboth, Taunton).

### II. Digitization Vote

- a. Erika reminded the group that an updated quote was received from Chris at Data Tree, that includes the additional Taunton files that were missed in the original scope of work and the additional drawers for Attleboro. Totaling to \$25,200. Erika informed the group that there is room in the budget to pay Chris the total amount.
- b. Erika asked if the group was okay with paying Chris the total amount.
  - i. Anne Marie mentioned that it has been super helpful and important to have the files digitized.
  - ii. Anne Marie asked if this would come out of FY25 funds.
    - 1. Erika let the group know that this payment would come out of FY25 funds.
  - iii. Dan asked what the timeline would be for scanning the Attleboro files.



BME STRATEGIES



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1. Erika and Meghan informed Dan that Chris is currently working on the files that were missed. Erika stated that she could get a more accurate timeline
- iv. The group was okay to move forward with paying. Anne Marie made a motion to move forward with paying the additional amount for digitization. Danielle seconded the motion. A roll call vote was done.
  1. Attleboro: yes
  2. Berkley: yes
  3. North Attleboro: yes
  4. Rehoboth: yes
  5. Taunton: yes
- v. Erika will work on finalizing the documents and getting a timeline from Chris.

## III. Regional Public Health Specialist

- a. Erika reminded the group that the public health specialist role will focus on data reporting, disease surveillance, community health programs, and environmental health services.
- b. Key duties include:
  - i. Building relationships with communities
  - ii. Analyzing health data
  - iii. Developing resources
  - iv. Investigating diseases
  - v. Providing health education
  - vi. And would work to support community referrals with the regional nurse.
- c. Erika asked the group if they were okay to move forward with posting the job.
- d. The group was in favor of moving forward with this role. Anne Marie made a motion to post the job, Geri seconded the motion. A roll call vote was done.
  - i. Attleboro: yes
  - ii. Berkley: yes
  - iii. North Attleboro: yes
  - iv. Rehoboth: yes
  - v. Taunton: yes
- e. Erika will work with Berkley to post the job on Indeed and other posting sites. Erika will work on sharing the job posting with the group.

## IV. Strategic Planning





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- a. The group moved on to the strategic planning portion of their meeting. \*see Victoria's meeting minutes\*

## Adjournment

- a. Anne Marie motioned to adjourn the meeting. Danielle seconded the motion, and the meeting was adjourned at 11:30 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.

