



South Shore 5 Public Health Alliance

Date: September 23rd, 2025
Time: 10am - 11am
Virtual Meeting Location: Virtual: https://us06web.zoom.us/j/84901257203?jst=2 Meeting ID: 849 0125 7203

Voting members in attendance:

Derek Vozzella, Executive Administrative Assistant, Hanover
Nick Corcoran, Assistant Director, Marshfield
Megan Howell, Senior Administrative Assistant, Norwell
Lisa Cullity, Health Agent, Pembroke (partial attendance)
Delshaune Flipp, Health Agent, Rockland (partial attendance)

Non-voting members in attendance:

Haleigh Schultz, Shared Services Coordinator, BME Strategies
Nancy Funder, Public Health Nurse/Inspector, Hanover
Keri Ball, Regional Public Health Nurse
Lorena Rocha, Regional Social Worker

Voting members absent:

Kim Dixon, Director of Public Health/Health Agent, Hanover
Ben Margro, Health Agent, Norwell

Opening

3/5 voting communities present, quorum was met.
Haleigh called the meeting to order at 10:06 AM.

Motion to start the meeting

Derek Vozzella motioned to start the meeting, Megan Howell seconded the motion.

Roll Call Vote

Hanover: Y
Marshfield: Y



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Norwell: Y

Pembroke: Absent

Rockland: Absent

Motion approved.

A. Approval of Past Meeting Minutes

- a. The group decided to table the approval of the September 9th meeting minutes until the next coalition meeting.

Motion to table past meeting minute approval

Derek Vozzella motioned to table the September 9th meeting minutes approval, Megan Howell seconded the motion.

Roll Call Vote:

Hanover: Y

Marshfield: Y

Norwell: Y

Pembroke: Absent

Rockland: Absent

Motion approved.

B. Announcements & Reminders

a. Upcoming Training Opportunities

- i. Upcoming training opportunities include:
 1. 9/25: Retail Tobacco Inspection Training, 1pm - 2:30pm, virtual
 2. 11/3 - 11/7: FD207 Plan Review for Food Establishments, 11am - 5pm, virtual
 3. 11/17 - 11/19: FD312 Special Processes: Fundamentals for Retail Establishments, 11am - 4pm, virtual
 4. 11/20: ER310 Food Safety Issues in the Event of Disasters, 11am - 5pm, virtual
- ii. Haleigh reached out to Larry to check everyone's Tier 2 and 3 training status.

b. Attend or Testify at SAPHE 2.0 Virtual Public Hearings

- i. Join OLRH at upcoming public hearings on SAPHE 2.0. The Department of Health is seeking input from partners to identify ways to improve the efficiency and effectiveness of local public health service delivery. Hearings will be held on Zoom:



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1. September 29th, 2pm - 3:30pm
2. October 8th, 6pm - 7:30pm
- ii. Thank you to those who attended the first session! If folks need assistance or alternative approaches for their voices to be heard, reach out to Haleigh.
- iii. Derek attended the first hearing and noted that it was very quiet. There wasn't a great introduction as to the point of the hearing or how to use the space.

C. Department of Public Health Funding Updates

a. Recent Updates in State Funding

- i. On September 10th, the Department of Public Health announced significant budget challenges due to national economic uncertainty and evolving expectations around future federal support.
- ii. DPH announced the decision to reduce the local public health data solution (Metrik) funding from \$99M to \$42M.
- iii. This funding update does not directly impact the Public Health Excellence (PHE) grant or Training Hub contracts, but there may be indirect impacts as a result of rerouted funds and changing priorities.
- iv. Affected contracts will end on September 30th. More clarity and updates are expected in the coming weeks.
- v. Questions:
 1. Lisa was curious if there has been any discussion around town investment in online platforms, such as virtual permitting systems. Are towns holding off?
 - a. The group discussed this as a general warning to hold off on these decisions until there is clarity from the state and an understanding on long-term funding and infrastructure availability.
- vi. Haleigh will reach out to the group with additional updates as they become available.

b. Indirect Impacts to PHE

- i. While the current PHE contract is not directly impacted, indirect effects include:
 1. Uncertainty around inspectional software funding and timeline for state-provided software rollout
 2. Reimagining Metrik
 3. FY28 PHE funding availability
 - a. Funding through the end of the current contract (through June 2027) is not affected, though some towns are beginning to



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consider diversification of funding for long-term stability and sustainability across project areas.

4. Technical Assistance and Subject Matter Expertise discontinuation
- ii. Coalitions are encouraged to critically assess priorities, investment areas, and foundational programming for the next two years.
 1. Given the flexibility of the workplan and changing priorities, groups are invited to amend or update the workplan as necessary.

D. Regional Staff Utilization

a. Goals of Regional Staff

- i. The purpose of this conversation is to regroup on regional staff priorities, capacity, and needs across each town. Some towns are utilizing regional staff heavily, while engagement from others has been extremely low.
- ii. Goals for regional staff and utilization across the coalition include:
 1. Filling nursing and social work-related capacity gaps in each community
 2. Building connections with community partners in each town
 3. Providing connection and collaboration opportunities across the coalition
 4. Leveraging and standardizing resources and services
 5. Expanding programming to the regional level

b. Examples of Staff Utilization

- i. Regional Public Health Nurse:
 1. Assistance on BP clinics, flu clinics, and events in Rockland
 2. Partnership with COA and community partners in Marshfield
 3. Participation in external working groups and collaboration with statewide nursing partners
- ii. Regional Social Worker
 1. Partnership with community health organizations in Rockland
 2. Meet and greet opportunities with each town and their departments
 3. Collaboration on outreach and education events
 4. Case management and referral support
- iii. Nancy asked whether Lorena has had an opportunity to meet the Social Workers in Hanover. Lorena has not.
 1. Haleigh will send an email to the coalition with contact information for Regional Staff.



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c. Ideas for Improved Utilization

- i. Some options for increasing engagement and staff utilization include:
 1. Monthly check-in meetings between each town and regional staff
 2. Regional staff project and time trackers
 3. Regular two-way communication between staff and health departments
 4. Assigned in-person days in each community (monthly)?
- ii. Open discussion and questions:
 1. Lisa agreed that this will be an ongoing growth opportunity for the coalition. If regional staff members don't mind keeping a loose calendar or account of hours, that would be helpful. Pembroke's Town Manager enacted something similar, which was a great way to manage time and case follow-up.
 2. The group expressed interest in the idea of monthly meetings, suggesting that meetings with other partners or town departments could also be helpful.
 3. Lisa called for additional flexibility, noting that each week and month changes in local public health. The split between towns is not going to be consistent, but that's okay as long as there is demonstrated investment over time for each community.
 4. Lisa asked if it would be appropriate to invite regional staff to town meetings, such as pre-winter emergency planning meetings with multiple stakeholders.
 - a. Haleigh encouraged towns to invite regional staff to town-specific meetings, whether it be for networking opportunity, partnership and collaboration, or learning. Towns are encouraged to bring regional staff into ongoing conversations and programming opportunities.

E. **FY26 Planning**

a. Regional Inspector Hiring Regroup

- i. To refine hiring and ensure that the Regional Inspector position meets evolving inspectional needs, the group discussed the position.
- ii. Updates from the previous meeting:
 1. Marshfield: Haleigh confirmed that MHOA is able to provide tobacco inspection support directly with an MOU in place. Haleigh will reach out to Nick with more details and contact information.



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2. Rockland: There is still a demand for perc tests.
 - iii. The group discussed the need for food protection support.
 1. The Hanover team expressed interest in a food protection staff member intended to cover weekends, holidays, and events, and surge support.
 2. Marshfield confirmed the need for surge support and special events coverage.
 3. Nancy suggested that finding a weekend-only part-time employee might be difficult. Since every town needs something different, hiring is already a challenge. She suggested additional support for housing.
 - iv. The group will return to this conversation at a future meeting. In the meantime, Haleigh will look at the budget to assess the possibility of multiple part-time inspectors.
- b. Fact Sheet Approval:
- i. Haleigh reintroduced the Fact Sheet and outlined changes made based on the group's feedback at the last meeting. Changes include:
 1. Keri's phone number was updated
 2. Rockland's phone number was updated
 3. General design and formatting to better highlight the contact information
 - ii. Additional feedback:
 1. Lisa noted that we will have to be adaptive. This is a great starting point, but we can continue to make changes and additional materials in the future. For now, this is an opportunity to get the information into the hands of people who need it.

Motion to approve and adopt the SS5 Coalition Fact Sheet

Lisa Cullity motioned to approve the SS5 Coalition Fact Sheet, Delshaune Flipp seconded the motion.

Roll Call Vote

Hanover: Y

Marshfield: Y

Norwell: Y

Pembroke: Y

Rockland: Y

Motion approved.



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c. OLRH Feedback Planning Session:

- i. As a reminder, SS5's Program Coordinator, Bethany, will be attending the next coalition meeting on Tuesday, October 7th. This meeting will take place in-person to allow for optimal discussion and feedback.
- ii. Attendance at the meeting is very important. If towns or Advisory Board members are unable to attend, please arrange for someone to represent your town and let Haleigh know.
- iii. Potential discussion topics include:
 1. Workforce Standards and training requirements
 2. Funding changes & Metrik
 3. LPH capacity concerns

F. Community Updates

- a. No updates presented. The group opted to move on for the sake of time.

G. Adjournment

- a. Upcoming meeting schedule:
 - i. Tuesday, October 7th - *in-person OLRH Feedback Session*
 - ii. Tuesday, October 21st
 - iii. Tuesday, November 4th
- b. Please let Haleigh know if you or your town is unable to attend an upcoming meeting. Some agenda items are group-dependent, so attendance updates will help her plan accordingly. Reach out to Haleigh with any questions or concerns around upcoming meetings.

Next Meeting

The next coalition meeting will be held **in-person in Rockland from 10am - 11am on Tuesday, October 7th.**

Motion to adjourn meeting

Delshaune Flipp motioned to adjourn the meeting, Lisa Cullity seconded the motion.

Roll Call Vote

Hanover: Y

Marshfield: Y



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Norwell: Y

Pembroke: Y

Rockland: Y

Motion approved.

Meeting adjourned at 11:05 AM.

Documents referenced during the meeting

- SS5 September 23rd Meeting Slides
- SS5 Coalition Fact Sheet