



BME STRATEGIES

South Shore 5 Public Health Alliance

Date: October 21st, 2025
Time: 10am - 11am
Hybrid Meeting Location:
Virtual: https://us06web.zoom.us/j/84901257203?st=2
Meeting ID: 849 0125 7203

Voting members in attendance:

Kim Dixon, Director of Public Health/Health Agent, Hanover
Megan Howell, Senior Administrative Assistant, Norwell
Nick Corcoran, Assistant Director, Marshfield
Lisa Cullity, Health Agent, Pembroke
Delshaune Flipp, Health Agent, Rockland

Non-voting members in attendance:

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

Voting members absent:

Ben Margro, Health Agent, Norwell

Non-member attendees:

Maureen Jasie, Pembroke

Opening

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

Motion to start the meeting

Kim Dixon motioned to start the meeting, Delshaune Flipp seconded the motion.

Roll Call Vote



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Hanover: Y

Marshfield: Y

Norwell: Y

Pembroke: Y

Rockland: Y

Motion approved.

A. Approval of Past Meeting Minutes

- a. The group confirmed their review of the October 7th meeting minutes.

Motion to approve outstanding meeting minutes

Kim Dixon motioned to approve the October 7th meeting minutes, Delshaune Flipp seconded.

Roll Call Vote

Hanover: Y

Marshfield: Y

Norwell: Y

Pembroke: Y

Rockland: Y

Motion approved.

B. Announcements & Reminders

a. Annual Notification Memorandum

- i. All towns have confirmed their contacts for the Annual Notification of Participation. Thanks everyone for a quick response!
- ii. Haleigh will circulate the official Memorandum language to each town by the end of the week. Health Directors, as well as Delshaune, will be copied on the communication.
- iii. No response or acknowledgement is necessary. Haleigh will submit proof of communication to SS5's Program Coordinator, but town members are not required to interact with the outreach.

b. RIZE Mosaic Municipal Matching Grant

- i. As a reminder, Mosaic Municipal Matching Grant applications are due November 7th. Individual towns can apply for up to \$50k in matched funds, while collaboratives of two or more towns can apply for up to \$150k.

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- ii. Lorena looked into the grant, and shared that it would be a great opportunity for the group. This is a great way to bring structure, supplies, and outreach to the communities to support ongoing opioid and harm reduction efforts.
- iii. The towns expressed interest in the program, but noted that many administrators and relevant town contacts are currently tied up in town meeting cycles.
 - 1. Marshfield may be submitting an independent application. Nick and Haleigh will connect offline to confirm the details.
- iv. To provide a dedicated space to discuss what this might look like, Haleigh will put an invite on the calendar for next Tuesday, October 28th, at 10am. The group will resume the regular coalition meeting cadence the following week.
- v. More information about the grant can be found [here](#).

c. Pathway to Local Public Health (PLPH) Program

- i. MHOA is seeking local public health professionals to participate in a 45-minute group interview to help inform the development of the Pathway to Local Public Health (PLPH) program.
 - 1. Sign up for an interview using this [Calendly link](#).
 - 2. Please reach out to Sophie Brown (sopbrown@pcgus.com) or Cindy Cadoret (ccadoret@mhoa.com) with any questions.
- ii. PLPH is a long-term placement pilot program designed specifically for currently enrolled community college students who are interested in pursuing a career in local public health.
 - 1. Participants are placed in a nearby Health Department and spend 6-12 months learning the necessary skills and knowledge needed to be a Health Inspector in Massachusetts.
 - 2. This program is designed to have participants become competitive, qualified, and confident candidates by the time they are ready to enter the public health workforce full-time.

d. Upcoming Trainings

- i. October 28th: Educating Merchanges: Training for Tobacco Inspectors (MHOA)
 - 1. Virtual, 1pm - 2pm via Zoom
- ii. November 5th - 7th: MHOA Annual Conference
 - 1. Springfield, MA
 - 2. If individuals have not yet submitted accommodation reimbursement requests, please send a PDF invoice to Delshaune and Haleigh.
 - 3. The program agenda can be found [here](#). Tracks include:
 - a. Local Public Health Practice & Management
 - b. Environmental Health

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- c. Food Safety
- d. Public Health Nursing & Epidemiology
- e. The Public Health Playbook
- f. Wastewater

- iii. Upcoming USDA/FDA Office of Training, Education, and Development courses:
 1. November 3rd - 7th, 11am-5pm: [FD207 Plan Review for Food Establishments](#) (Virtual)
 2. November 17th - 19th, 11am-4pm: [FD312 Special Processes: Fundamentals for Retail Establishments](#) (Virtual)
 3. November 20th, 11am-5pm: ER310 Food Safety Issues in the Event of Disaster (Virtual)

C. Foundational Public Health Services Review Check-In

- a. Reintroduction to the FPHS Review
 - i. Following last year's FPHS Shared Services Review, in which the coalition assessed capacity and expertise across the Foundational Areas and Capabilities, the group worked the preliminary results into the FY26 workplan. The FPHS Shared Services Review results guided the initial scoping and development of SS5's workplan objectives, but will also inform:
 1. Sustainability Objective #2: Expanded sharing of internal resources
 2. Performance Standards Objective #2: Targeted training opportunities
 3. Performance Standards Objective #3: Disease control and prevention adherence
 - ii. Haleigh walked the group through the key takeaways and summary slides from the preliminary results, which were originally presented to the group by the BME Contact and State representatives in June.
 1. The highest performance areas were:
 - a. For Shared Staff: Organizational Competencies and Community Partnership Development
 - b. For LPH Entities: Environmental Public Health and Emergency Preparedness & Response
 2. The lowest performance areas were:
 - a. For both Shared Staff and LPH Entities: Access to & Linkage with Clinical Care and Maternal, Child, & Family Health
 - iii. The group reviewed the Data-to-Action Summary, as well as the data visualization and summary slides for Equity, Communicable Disease Control, Chronic Disease & Injury Prevention, and Environmental Public Health



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iv. Group feedback:

1. Nancy noted that the data visualization can be a bit confusing. The slides are a lot.
2. Kim agreed and added that the results can be very hard to follow and integrate into programming, especially when public health (and Local Public Health) changes so drastically from year to year.
3. Lisa called out the monetary evaluation piece, noting that it's too hard to put a single dollar amount on public health investment. The fields are far too diverse to cover and accurately represent.

b. Shared Programming in Communicable Disease Control

- i. Nick asked whether anyone has heard of where to get free vaccines, noting that CVS and Walgreens won't take anyone without insurance.
 1. Keri has not, but she is happy to do some research.
 2. Delshaune suggested that Abington might have some. She will ask Chris Schultz and look into it.
- ii. Haleigh introduced a recent change to the Allowable Expense Guidance for FY26: communities are allowed to leverage PHE funds to purchase vaccines for insured adults, so long as the SSA complies with the following conditions.
 1. The lead LBOH must:
 - a. Be actively enrolled in the MDPH Immunization Division's Vaccine Program
 - b. Have an established reimbursement process to recoup the costs of vaccines and administrative costs through medical insurance
 - c. Have a municipal revolving account to retain the medical insurance reimbursements for vaccine and administrative costs
- iii. Lisa proposed that this is where a regional approach might be helpful, so the administrative and reimbursement costs can be dispersed amongst the communities.
 1. Hanover already has a revolving account that they use for vaccine ordering and reimbursement.

D. FY26 Planning

a. Upcoming Workplan Activities

- i. Haleigh introduced the upcoming workplan activities that the group will focus on in the coming weeks and months.



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1. Sustainability Objective: Increase awareness of the SS5 coalition - Translation and dissemination of the SS5 Fact Sheet
2. Sustainability Objective: Expanded sharing of internal resources - identification of opportunities to expand internal sharing, assessment of staff capacity
3. Performance Standards Objective: Targeted training opportunities - update individualized training plans
4. Performance Standards Objective: Hire a 0.5 FTE Regional Inspector

b. Spending Contingencies and Diversification of Funding

- i. At previous meetings, the group has talked about recent budget shifts at the state level, and the importance of full spend-down of PHE funds. As SS5 continues to build out FY26 programming, some options for additional spend that the group might consider are:
 1. Strategic planning
 2. Community health assessment
 3. Epidemiology support
 4. Health communications and awareness materials
- ii. Haleigh noted that this conversation will continue at upcoming coalition meetings. As the group wraps up T1 spending, she will analyze the status of the budget and spending trajectory. For bigger projects, the procurement and contracting process can take a couple of months.

E. **Adjournment**

a. Upcoming Meetings

- i. Upcoming meetings include:
 1. Tuesday, October 28th
 - a. Opioid abatement and municipal matching grant application planning
 2. Tuesday, November 4th
 3. Tuesday, November 18th
 - a. Proposed: Term 1 review of spending and workplan progress
 4. Tuesday, December 2nd
- ii. As always, please let Haleigh know if anyone is unable to attend an upcoming coalition meeting or plans to send alternative representatives for any town.



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Next Meeting

The next coalition meeting will be Tuesday, October 28th from 10AM to 11AM to plan for opioid abatement collaboration opportunities. The next regular coalition meeting will be Tuesday, November 4th.

Motion to adjourn meeting

Kim Dixon motioned to adjourn the meeting, Delshaune Flipp seconded the motion.

Roll Call Vote

Hanover: Y

Marshfield: Y

Norwell: Y

Pembroke: Absent

Rockland: Y

Motion approved.

Meeting adjourned at 11:02 AM.

Documents referenced during the meeting

- SS5 October 21st Meeting Slides