



BME STRATEGIES

South Shore 5 Public Health Alliance

Date: February 10th, 2026
Time: 10:00 am - 11:00 am EST
Meeting Location: Virtual: https://us06web.zoom.us/j/84901257203?jst=2 Meeting ID: 849 0125 7203

Voting members in attendance:

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

Non-voting members in attendance:

Manizeh Afridi, Coalition Management & Building Manager, BME Strategies
Haleigh Schultz, Shared Services Coordinator, BME Strategies
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
Delshaune Flipp, Health Agent, Rockland

A. Opening

4/5 voting communities present, quorum was met.
Haleigh called the meeting to order at 10:05 AM.

Motion to start the meeting

Nick Corcoran motioned to start the meeting, Lisa Cullity seconded the motion.

Roll Call Vote

Hanover: Y
Marshfield: Y



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Norwell: Y

Pembroke: Y

Rockland: Absent

Motion approved.

B. Approval of Past Meeting Minutes

- a. The group confirmed review of the January 13th and January 27th meeting minutes. No changes were requested.

Motion to approve January 13th minutes

Nick Corcoran motioned to approve the January 13th meeting minutes, Derek Vozzella seconded the motion.

Roll Call Vote

Hanover: Y

Marshfield: Y

Norwell: Y

Pembroke: Y

Rockland: Absent

Motion approved.

Motion to approve January 27th minutes

Lisa Cullity motioned to approve the January 27th meeting minutes, Megan Howell seconded the motion.

Roll Call Vote

Hanover: Y

Marshfield: Y

Norwell: Y

Pembroke: Y

Rockland: Absent

Motion approved.

C. Announcements & Reminders

- a. MHOA March Quarterly Meeting



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- i. The next MHOA Quarterly Meeting will take place at the Devens Common Center on March 19th. This session will include How to Prepare for Housing Court and a Housing Court Mock Trial.
 - ii. Stay tuned for registration details.
- b. Extreme Heat 101
- i. FRCOG and WMPHA are partnering with the Massachusetts Department of Health's Bureau of Climate & Environmental Health and Division of Community Engagement to host a session for Extreme Heat.
 - ii. Join to learn why preparing for the heat season is important. The session will address:
 1. Health impacts and causes of heat stress
 2. Who is at highest risk?
 3. HEAT initiatives and Unhealthy Heat
 4. State resources
 - iii. The session will take place virtually on Tuesday, March 3rd from 1pm - 2pm. [Register here!](#)
- c. NEHA Body Art Facility Inspector Training
- i. This one-of-a-kind course is designed to equip inspectors with the foundational knowledge of body art practices, preparing inspectors to conduct informed, risk-based inspections.
 - ii. The two-day virtual course is \$299 for NEHA members and \$349 for non-members. Upcoming dates include:
 1. February 24th & 26th, Noon - 4pm: [Register here](#)
 2. April 14th & 16th, Noon - 4pm: [Register here](#)
 3. June 23rd & 25th, Noon - 4pm: [Register here](#)
- d. MEHA Title 5 Seminar Announcement
- i. The MEHA Title 5 Seminar will take place from 8am - 4pm in Taunton on February 25th, 2026. [Registration](#) is now open!
- e. SAPHE 2.0 Reporting Timeline
- i. With the passing of SAPHE 2.0, annual reporting is required for municipalities
 - ii. The annual data collection process will provide a consistent, standardized, and integrated reporting system, with the intention of understanding and improving local public health capacity



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- iii. What does reporting entail?
 - 1. Workforce Standards Survey: Every local public health staff person, contractor, and LBOH completes a survey to report on role and training
 - a. The survey will be released the week of February 23rd
 - 2. Performance Standards Survey: Every municipality completes a survey to report on capacity to meet the Massachusetts Performance Standards for Local Public Health
 - a. The survey will be released the week of March 9th
- iv. Data analysis will follow survey completion.
- v. Questions and group discussion:
 - 1. Kim asked whether everyone is up to date on Train MA. Some folks said no. Haleigh will revisit training plans in the coming weeks.

D. Regional Inspector Discussion

- a. In the last coalition meeting, the group expressed interest in someone who can:
 - i. Provide surge support and cover inspections when Health Agents are OOO
 - ii. Provide Title 5 inspection support
 - iii. Conduct all inspection types
- b. Originally, the goal was to:
 - i. Provide flexibility and increase capacity for Health Department staff
 - ii. Replace ALSCO's services as a Food Protection Inspector in Marshfield and Rockland
- c. Regional Inspector role options include:
 - 1) 0.5 FTE Health Inspector with an initial focus on Food Protection:
 - a) Lower barrier to entry
 - b) Can train someone in food protection, then expand to other inspection areas
 - c) Replace ALSCO's services, better aligning with the Workforce and Performance Standards
 - d) Challenge: Title 5 coverage
 - 2) Per Diem Health Inspector/Health Agent with a focus on Title 5:
 - a) Provide reliable back-up when Health Agents or inspectors are OOO
 - b) Specialized training in Title 5
 - c) Challenge: Hiring someone with this level of experience and flexibility; budget
 - 3) The Jack of All Trades:



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- a) Experience in all inspection areas
- b) Ultimate flexibility for coverage
- c) Challenge: Based on previous hiring attempts, this person is a unicorn; budget
- d. Open discussion:
 - i. Lisa liked the idea of having two different role divisions. We can post the Food Protection Job Description (JD) and the Title 5 per diem roles separately, and someone might apply for both.
 - 1. There could be an advantage to an undefined hourly role. Someone with a part-time position elsewhere might have additional flexibility or want extra hours.
 - 2. Pembroke is specifically looking for vacation coverage.
 - ii. The group agreed to post the opening with an hourly range. If candidates are interested in a broader role or additional hours, there is potential to explore a combination of the two divisions.
 - iii. Given the current ALSCO coverage, the group agreed that 0.5 FTE Food would replace ALSCO's current services.
 - iv. The group decided to leave the original Regional Inspector job description. Haleigh will post the JD to the Careers in Local Public Health platform and continue to build out the Title 5 Contractor JD.

E. Strategic Planning Discussion

- a. Haleigh introduced the concept of a single-day team building “retreat.” Currently, SS5 has funding available in the budget to begin a smaller-scale strategic planning engagement. One option is a single-day in-person session focused on relationship building, collaboration, and vision alignment.
 - i. Cost: ~\$11,000
 - ii. Ability to customize and expand based on budget flexibility and identified group interest or need
 - iii. Output:
 - 1. Draft Mission & Vision Statements
 - 2. Guiding Principles
 - 3. Team Communication Charter (or other framework, based on group preference)
- b. The group reviewed the Example Retreat Proposal, which outlines the core objectives, proposed agenda highlights, and anticipated deliverables and outputs.



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- c. The group considered the following questions:
 - i. Are folks interested in a one-day in-person engagement?
 - ii. Are there specific resource outputs that would benefit the group as we move forward?
 - 1. Communication Charter
 - 2. Decision Making Framework
 - 3. Collaboration Principles
 - 4. Conflict Norms or Resolution Protocols
 - iii. Would the group be interested in expanding the engagement if the budget allows?
 - 1. Follow-up debrief and results session
 - 2. FY27 engagement opportunities
- d. Group discussion:
 - i. Lisa expressed interest. This is exactly where the group falls short - making the plan to do the evaluation and following through on completion.
 - 1. Setting out a day with a set agenda to do just that would be very helpful. This feels like a no-brainer, but all towns would have to be on board.
 - ii. Derek requested to learn more about strategic planning as a whole, and to better understand how this type of engagement falls within the strategic planning framework.
 - 1. Haleigh will invite a member of the BME Strategic Planning team to come speak at the next meeting.
 - iii. Lisa noted that this type of framework has always been expected in different collaboratives. Something very similar was done with the original Tobacco Control Collaborative. Every state-funded program that's awarded regionally often needs an operating framework for goals, missions, foundational values, etc.
 - 1. Regardless of requirements, this will provide the group with an operational platform moving forward.
 - iv. Lisa recommended that towns consider discussion with their immediate supervisor (Town Manager, DMI, etc.). What is the town looking to get out of or achieve with the South Shore 5 Public Health Alliance? How can we align each town's values and priorities when approaching group programming?

F. Regional Staff Report Out

- a. Keri and Lorena provided an overview of their current regional work and ongoing programming.



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- i. The first bags for the Community Naloxone Program went out to the school nurses in Rockland! All of the supplies are now in hand. Keri will start to hand out in the communities in the coming weeks. If towns have any specific requests for outreach, please let Keri know.
- ii. Keri recently signed the paperwork to participate in the American Heart Association's Blood Pressure Cuff Loaner Program. If there are any community members who need more constant blood pressure monitoring but can't afford a cuff of their own, the program provides supplies.
- iii. Lorena and Keri are presenting at Marshfield's TRIAD presentation tomorrow, where they will talk about Hoarding and SS5 resources in the communities.

G. Adjournment

- a. Upcoming meetings:
 - i. February 24th
 - ii. March 10th
 - iii. March 24th
- b. If towns are unable to attend an upcoming coalition meeting, please let Haleigh know for planning purposes.

Next Meeting

The next coalition meeting will be Tuesday, February 24th from 10AM to 11AM.

Motion to adjourn meeting

Lisa Cullity motioned to adjourn the meeting, Kim Dixon seconded the motion.

Roll Call Vote

Hanover: Y

Marshfield: Y

Norwell: Y

Pembroke: Y

Rockland: Absent

Motion approved.

Meeting adjourned at 11:03 AM.

Documents referenced during the meeting:

- February 10th Meeting Slides