



South Shore 5 Public Health Alliance

Date: September 9th, 2025
Time: 2pm - 3pm
Virtual 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 (partial attendance)
Megan Howell, Senior Administrative Assistant, Norwell
Nick Corcoran, Assistant Director, Marshfield
Delshaune Flipp, Health Agent, Rockland

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:

Ben Margro, Health Agent, Norwell
Lisa Cullity, Health Agent, Pembroke

Non-member attendees:

Maureen Jasie, Pembroke

Opening

4/5 voting communities present, quorum was met.
Haleigh called the meeting to order at 2:06 PM.

Motion to start the meeting

Delshaune Flipp motioned to start the meeting, Nick Corcoran seconded the motion.

Roll Call Vote

Hanover: Y



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Marshfield: Y

Norwell: Y

Pembroke: Absent

Rockland: Y

Motion approved.

A. Approval of Past Meeting Minutes

- a. The group confirmed their review of the August 26th meeting minutes. No requests for changes were presented.

Motion to approve outstanding meeting minutes

Delshaune Flipp motioned to approve the August 26th meeting minutes, Nick Corcoran seconded.

Roll Call Vote

Hanover: Y

Marshfield: Y

Norwell: Y

Pembroke: Absent

Rockland: Y

Motion approved.

B. Announcements & Reminders

a. Upcoming Training Opportunities

- i. Upcoming training opportunities include:
 1. 9/15: Model Tobacco Sales Regulation Information Training, 1pm - 2:30pm, virtual
 2. 9/25: Retail Tobacco Inspection Training, 1pm - 2:30pm, virtual
 3. 11/3 - 11/7: FD207 Plan Review for Food Establishments, 11am - 5pm, virtual
 4. 11/17 - 11/19: FD312 Special Processes: Fundamentals for Retail Establishments, 11am - 4pm, virtual
 5. 11/20: ER310 Food Safety Issues in the Event of Disasters, 11am - 5pm, virtual
- ii. Delshaune reminded the group that if anyone does sign up for a training, please send a PDF invoice to Delshaune (with Haleigh on cc) for processing and payment
- iii. Haleigh will reach out to Larry to assess individual training status and next steps for the coalition



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b. MSPHA Training Hub Quarterly Meeting

- i. The MetroSouth Public Health Alliance Training Hub is hosting the next quarterly meeting on Thursday, September 19th from 3pm - 4pm via Zoom.
- ii. As a reminder, to access additional resources, training information and Training Hub contacts, access the MSPHA Training Hub Google Site.
 1. If you need access to the site, email Peggy at pmontlouis@randolph-ma.gov.

c. 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:
 1. September 18th, 11am - 12:30pm
 2. September 29th, 2pm - 3:30pm
 3. October 8th, 6pm - 7:30pm

C. **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.
 1. Rockland: Currently has a need for Perc tests as properties transition into town sewer once they sell.
 - a. Delshaune reached out to Hanover to see if Will has additional capacity for support in Rockland. Nick also offered to take a look at required inspections to see if Marshfield can provide additional support.
 2. Marshfield: Currently has a need for additional Tobacco support. Since Marshfield isn't a part of the Tobacco Collaborative, they're limited in capacity for inspections and compliance checks.
 - a. There was a suggestion that Kathleen in Hanover provides additional support. Nancy noted that Kathleen's capacity is already strained.
 - b. Haleigh will look into additional options for support.
- ii. The group decided to table the conversation until the next meeting. Once each town has an opportunity to reflect on current needs, Haleigh will update the Job Description as necessary and repost to encourage additional applications.



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1. If additional approval is necessary, Haleigh will reach out to OLRH and the group's Program Coordinator.
- b. Fact Sheet:
- i. The group spent time reviewing the proposed SS5 Coalition Fact Sheet, which Haleigh presented to the coalition.
 1. The group requested to update Rockland and Keri's phone numbers. No additional changes were proposed.
 2. Haleigh will make the requested adjustments, recirculate for review, and call for approval at the group's next meeting. In the meantime, coalition members are invited to reach out with additional feedback or questions.
- c. Feedback Planning Session:
- i. During FY25, the coalition surfaced concerns around training, the Workforce Standards, expectations for local public health, and upcoming changes in PHE Requirements. To provide an additional outlet for open discussion and feedback, the group's Program Coordinator, Bethany, has been invited to attend an upcoming coalition meeting.
 1. Bethany will attend the coalition meeting on Tuesday, October 7th.
 - ii. To prepare for the conversation, Haleigh brought back recurring themes from last year's meetings, including:
 1. Workforce Standards
 2. METRIK
 3. Capacity Concerns
 - iii. Haleigh invited the group to suggest additional agenda items and topics for conversation with Bethany. The coalition will revisit this again at the September 23rd meeting in preparation for October 7th.
- D. Community Updates**
- a. Hanover: This week, Hanover received and approved their digitization Proof of Concept. The BRD has been signed, and production is expected to begin.
 - b. Regional Public Health Nurse: Keri and Kathi are conducting regular blood pressure clinics in Rockland. Keri is also working on some upcoming events in Marshfield, including Ask a Nurse events with the Council on Aging.
- E. Adjournment**
- a. Upcoming meeting schedule:



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- i. Tuesday, September 23rd
 - ii. Tuesday, October 7th - *in-person OLRH Feedback Session*
 - iii. Tuesday, October 21st
- 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 Tuesday, September 23th from 10AM to 11AM.

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 3:02 PM.

Documents referenced during the meeting

- SS5 September 9th Meeting Slides
- Draft - SS5 Coalition Fact Sheet