



Charles River

PUBLIC HEALTH DISTRICT

Charles River Health District Shared Services Arrangement Towns of Dover, Medfield, Needham, Sherborn

Remote Participation

July 18, 2024

9:00 AM

Members Present:

Daryl Beardsley - Sherborn Board of Health

Kay Peterson - Dover Board of Health

Steve Resch - Medfield Board of Health

Carol Read - Medfield Board of Health

Others Present:

Jason Belmonte - Dover Health Director

Kerry Dunnell - Shared Services Manager

Sam Menard - Shared Services Assistant Mgr

Jen Casey - Needham Training Hub

Brenda Healey - Medfield Public Health Nurse

Tim McDonald - Needham Director H&HS

Amy McNerney - Regional Health Inspector

1) Introductions

The meeting was called to order at 9:00am. It was noted that there was not a quorum for this meeting. Once the IMA is fully executed by each town, this group will become subject to Open Meeting Law.

2) Public Comment

There was no public comment at this time.

3) Review of minutes June 20, 2024

It was noted that the review of the minutes would be tabled to a future meeting, as a quorum was not available at this time.

4) Community updates, support needs, and opportunities

Ms. Beardsley noted that the Sherborn Board of Health voted last night to sign the IMA and she would be signing on behalf of the Board.

New Staff members were introduced to the group.

There was discussion regarding how to report what Shared Services are providing to each town involved each month.



5) Fee and Cost Study Report from BME Strategies

Rebecca Spurr and Janice Chen, BME Associates, presented regarding the Charles River Public Health District Fee Analysis. It was noted that Phase 2 includes data collection and stakeholder discussions.

6) FY25 Workplan development

The group reviewed its workplan. There are six categories of deliverables: grant administration, governance, foundational public health services review, sustainability, performance standards, and elective. The group discussed the performance standards objectives. These are required and intent upon improving the ability of all communities to meet the performance standards set out. This group is at 85% of meeting the performance standards at this time.

7) Staff updates

As previously discussed during the meeting.

8) Other Business

None at this time.

9) Next Meeting Schedule & Agenda

The next scheduled meeting will be held by Dover.

Ms. Dunnell noted that her annual review will be coming up and group members will be asked for feedback to inform the process.

The meeting adjourned at 11:02 am.