



Charles River

PUBLIC HEALTH DISTRICT

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

Remote Participation
February 27, 2025
9:00 AM

Members Present:

Daryl Beardsley - Sherborn Board of Health
Ed Cosgrove - Needham Board of Health
Kathleen Thompson - Medfield Board of Health
Jason Belmonte - Dover Health Director

Others Present:

Jason Belmonte - Dover Health Director
Kerry Dunnell - Shared Services Manager
Sam Menard - Shared Services Assistant Mgr

Jen Casey - Administration Specialist

1) Open Meeting and Introductions

The meeting was called to order at 9:00am.

2) Public Comment

There was no public comment at this time.

3) Strategic Planning Work Agenda:

- A. Crosswalk
- B. Review self-assessment data and identify opportunities for collaboration and group learning Charles River Public Health District SWOT Analysis Discuss strengths, weaknesses, opportunities, and threats as a group
- C. Standing Close-Out Items
- D. Reflection: What worked well today? What could be improved?
- E. Work with BME to schedule interviews

Arissa Ruano and Meghan Russell, BME Strategies, presented regarding the Strategic Plan. Regarding the options for the Mission statements, the proposal is to use the following statement: "The mission of the Charles River Public Health District is to work collaboratively to support healthy communities by increasing health equity, sharing knowledge, and enhancing the capacity and of public health staff and robust service delivery in Dover, Medfield, Needham, and Sherborn." The group agreed to review the proposed Mission statement and send along any comments.



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The proposed Vision statement is, “We envision a coalition rooted in collaboration that provides equitable, responsive, and efficient public health services to our communities.” The group agreed to review the Vision statement and submit any further suggested amendments.

The group reviewed the Guiding Principles, including:

1. We are guided by our shared objective to serve the public.
2. We aim to create and sustain an equitable partnership between Dover, Medfield, Needham, and Sherborn through a culture of shared learning and collaboration.
3. As a coalition, we strive to work together and draw upon our strengths to continuously improve our systems and capacity to provide the highest level of public health quality to our communities.
4. We practice data-driven, public health-centered decision making.

The group agreed to review the proposed Guiding Principles and make any proposed changes.

There was discussion regarding the proposed Crosswalk.

There was a review of the self-assessment data. Some areas of strength for the entire Charles River Public Health District include disease control and prevention, housing, tobacco use prevention, administration, and food protection. Some areas of improvement for the entire group include environmental protection, community sanitation, hoarding, and administration. The group brainstormed other strengths of each town that could be drawn from.

4) Next steps

The group discussed next steps to work on ahead of the next meeting at the end of March.

5) Adjourn

Upon motion duly made and seconded it was voted to adjourn at 10:25am. Motion passed: Needham – Y, Medfield – Y, Sherborn – Y, Dover – Y.