



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

Remote Participation

July 22, 2025

9:00 AM

Members Present:

Daryl Beardsley - Sherborn Board of Health
Ed Cosgrove - Needham Board of Health
Kay Peterson - Dover Board of Health
Kathy Thompson - Medfield Board of Health

Others Present:

Jason Belmonte - Dover Health Director	Jen Casey - Administrative Specialist
Kerry Dunnell - Shared Services Manager	Gael Varsa - Public Health Nurse, Dover/Sherborn
Kathy McDonald - Human Services, Medfield	Jen Gangadharan - Regional Public Health Nurse
Ginnie Chacon-Lopez - Public Health Nurse, Needham	Emily Dellaglio, Public Health Nurse, Medfield
Carol Read - Medfield Board of Health	

1) Introductions

The meeting was called to order at 9:00am and introductions were made.

2) Public Comment

There was no public comment at this time.

3) Approval of Minutes

None at this time.

4) Staff Reports & Updates

a. Public Health Nursing

Jen Gangadharan stated that she continues to work on MAVEN and helping Emily Dellaglio to transition to it. The numbers from MAVEN have remained low across all categories. There was a hands-only CPR clinic on July 15th in Sherborn with a good turnout. Needham's standard operating procedures for vaccine program management have been shared. The first public health nurse meeting for the Charles River Public Health District was held and the group decided to meet monthly, with its next meeting on August 19th.



Charles River
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b. Environmental Health

Ms. Dunnell stated that the Regional Health Agent position was posted on Monday. Needham will post the position for two weeks until July 28th. There are 13 applicants to date. Currently, there are no applicants with the desired experience.

There was discussion regarding the position and the process for filling it. There was a suggestion regarding creating an internship for this position to then help hire from within.

Ed Cosgrove exited the meeting due to an emergency, and the meeting was ended due to lack of quorum. Additional agenda items were not discussed at this time.

c. Program & Grants Management

5) FY26 Workplan and Strategic Plan Implementation

6) Community updates, questions, and concerns

7) Next meetings: August 26, 2025; September 23, 2025; October 28, 2025; November 25, 2025; December 23, 2025

8) Adjourn

The meeting was adjourned at 10:02am.