

From "Kerry Dunnell" <kdunnell@needhamma.gov>

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Subject Introductions and Meeting Scheduling Charles River Health District

Attachments FY23-SSA-RVA-Planning-Project-Project-Overview-and-Implementation-Plan_final.pdf

Good Afternoon, Charles River Public Health District Advisory Board members –

My name is Kerry Dunnell, and I am the new manager for the Charles River Health District and the Regional Field Training Hub also hosted by Needham Public Health Department. I joined the Needham Public Health Department on July 24th, and was joined by Sam Menard, Assistant Manager for the Health District and Lead Trainer for the Regional Field Training Hub on August 14th. We are both very excited to be working with you all. Since coming on staff, we have been working to finalize workplans and budgets with our funder at MA DPH Office of Local and Regional Health (OLRH) and familiarizing ourselves with the work and materials that you all developed during the last fiscal year with Diana Acosta and supported by Regina Villa Associates. We're grateful for the onboarding support by Needham and OLRH staff, including Diana, and eager to get to work with all of you.

The purpose of the Shared Services Team and Regional Field Training Hub is to work with you to identify needs and increase your departments' capacities to deliver public health services, and share knowledge and skills. We are working to get to meet each of you and have had conversations via Zoom with Dover, have attended the Needham Board of Health meeting, and are on the calendar for the Medfield Board of Health meeting October 3. While we continue to make the rounds to introduce ourselves individually, we've included below brief bios for both Sam and me for your information.

Our immediate next order of business is to schedule a meeting of the Advisory Board for September or early October. You can expect to see a poll about meeting times this week. Should you wish to add or change participants in the meetings, please let me know by return email and we will add them to our distribution list.

Our agenda will include review of the agreements reached by you all as documented in the attached FY23 SSA RVA Planning Project Overview & Implementation Plan. We will also discuss the FY 24 deliverables including development of an intermunicipal agreement that serves to codify the terms of the Memorandum of Understanding entered in June 2023.

Please be aware that In August MA DPH OLRH notified all shared services programs that Shared Service meetings are subject to Open Meeting Law. As Board of Health members or municipal employees in your respective communities, I know you are already accustomed to operating under OML and expect you will find the requirements familiar. For example, all communications will have member names blind copied, and our meetings will be posted at least 48 business day hours prior to the date of the meeting.

While we get the meeting scheduled and workplans and budgets finalized, please feel free to reach out to us with any questions or to just say hello. We look forward to working with you all.

Best,

Kerry & Sam

Kerry Dunnell started on July 24th in the role of Shared Services and Regional Training Manager. Kerry has worked in public health at the local, regional, and state levels for more than 20 years and most recently was the manager of the Metro Regional Preparedness Coalition, a health and medical coordinating coalition serving 60 public health departments and 12 acute care hospitals in the Greater Boston area, linked with the community health centers, long-term care facilities, and EMS providers in those communities. Prior to that, Kerry was the manager of the Local Public Health Institute (LPHI), worked with stakeholders, subject matter experts and trainers to develop and maintain a catalog of on-line and in person trainings specifically for the Massachusetts local public health workforce. Prior to falling in love with governmental public health in 2002, Kerry worked as a compliance administrator for a Boston mutual fund company, and a regional manager for a small chain of drycleaning stores on the South Shore. Kerry holds an MSW from Boston College, and her undergraduate degree from Bates College, is a member of the Reading (MA) Board of Health and MA Environmental Health Association (MEHA) Executive Board.

Sam Menard started on August 14th in the role of Lead Trainer & Assistant Manager of Shared Services. Sam is a very experienced inspector and trainer, with over five years of experience working in local public health, most recently as the Senior Public Health Inspector in the Brookline Public Health Department. Sam holds an MPH from Boston University, and her undergraduate degree from the University of Rhode Island, and is a member of the MA Environmental Health Association (MEHA) Executive Board.

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