

From "Amy McInerney" <amcinerney@needhamma.gov>
To "Samantha Menard" <smenard@needhamma.gov>; "Kerry Dunnell" <kdunnell@needhamma.gov>
Cc "Jennifer Casey" <jcasey@needhamma.gov>; "Jennifer Gangadharan" <jgangadharan@needhamma.gov>
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Good morning all,

I hope you're having a great week!

I am sending this email to remind you about the Self Assessment spreadsheets that we need each CRPHD town to complete by **11/22/24**. I sent an initial email to each town individually with the Self Assessment attached on 10/21, but I am reattaching all of them here for your convenience. Please only fill out the Self Assessment form that is associated with your municipality.

As a reminder, **my main ask of you is that the column "Response #2" be completed for Sections 4 through 11 of the spreadsheet.** You can do this independently or can set up a time to meet with Kerry and I to go over it together. Once the Response #2 columns have been inputted, Kerry and I will schedule a follow up meeting with you to go over the results (Sections 12 through 14 in the spreadsheet) and decide on next steps to best meet all performance standards within your department.

I anticipate that filling out the Self Assessment form should take you between 1 to 2 hours to complete.

If you would like to set up a time to fill out the Self Assessment with CRPHD staff, please reach out as soon as possible so we can schedule a meeting. If you decide to fill out the form independently, send the completed version to Kerry and I.

We are aiming to have the Self Assessments completed by November 22nd and reviewed with CRPHD staff by December 6th. If you think this timeline would present an issue to your department, please let me know.

Please reach out with any questions or concerns. I look forward to working with you on this project!

Thank you,

Amy McInerney, MPH
Regional Environmental Health Agent
Needham Health & Human Services
Charles River Public Health District
Cell Phone: 339-213-4643

Charles River Health District: Towns of Dover, Medfield, Needham, & Sherborn
North Central & MetroWest Local Public Health Training Hub: serving MetroWest Shared Public Health Services, Nashoba Associated Boards of Health, Charles River Health District, The Greater Boroughs Partnership for Health, Norfolk County-8 Public Health Coalition, Bellingham,

