

**Advisory Board**  
Joan Taverna, Cohasset  
Susan Sarni, Hingham  
Drew Scheele, Scituate



**Advisory Board Alternate Members**

Betty Nee, Hingham  
Erica Souris, Scituate

## **South Shore Public Health Collaborative Meeting Minutes**

**Thursday, October 2, 2025 at 2:00 pm**

### **Voting members in attendance:**

Susan Sarni, Hingham  
Andrew Scheele, Scituate

### **Non-voting members in attendance:**

Cynthia Baker, BME Strategies  
Ally Gittens, BME Strategies  
Micayla Bickerton, Regional Public Health Nurse  
Nicole Roche, Regional Social Worker  
Nicole Balaschi, Safe Harbor Coalition (Cohasset)  
Samantha Joyce, Regional Community Outreach Worker  
Erica Souris, Social Worker (Scituate)

### **2:05 PM Welcome & Roll Call**

Drew Scheele motioned to open the meeting. Susan Sarni seconded.

Roll Call vote: Drew Scheele (Scituate), Susan Sarni (Hingham).

Cohasset abstained without official representation.

### **Motion to Approve Previous Meeting Minutes**

Drew Scheele motioned to approve the September 18th meeting minutes. Susan Sarni seconded. Roll Call vote: Drew Scheele (Scituate), Susan Sarni (Hingham)

### **Introduction to Ally Gittens**

Ally Gittens introduced herself to all coalition members. She will be providing support to the coalition going forward.

### **Coalition Updates**

#### **Upcoming Meeting with DPH and Cohasset**

There will be a meeting on October 6, 2025 with Town Manager Senior, Bethany Griles (Program Coordinator from DPH), and Joan Taverna regarding the future of the PHE grant and next steps for the leadership of the grant. Allyson and Cynthia

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offered to join this meeting and asked if the Advisory Board would like them to be present. Drew and Susan agreed that Cynthia and Allyson should confirm with Joan about whether they should join this meeting.

Sam inquired about what BME Strategies' role would be if they joined the meeting with DPH and Cohasset. BME Strategies would ensure that certain questions that are crucial to moving the coalition forward are addressed as well as help to relay information back to the coalition.

**MHOA Conference Registration:**

Susan Sarni has asked to use some of the FY26 PHE Grant funding that has been allocated to training for two Hingham staff members to attend the MHOA conference in November. There is currently \$1,430 budgeted for training and conference registration for these two staff members is expected to be about \$1,200. This topic was brought to the coalition given that funds would be used towards municipal staff who work solely in Hingham, versus regional staff who work across the three SSPHC municipalities. Susan and Drew agreed that it is fine for Susan to use these funds for conference registration. In addition, the coalition agreed that they would plan to do at least one budget revision sometime during this fiscal year to ensure there would be more funds put towards professional development. Drew also reminded the group that Region 4AB funds can be used for hiring and providing training for staff.

**Hoarding Training Program:**

The Coalition confirmed that there will be a presentation on the hoarding training program that will be facilitated by Suzanne Otte during the next coalition meeting on October 16th. There has also been a request made to Suzanne for an updated budget proposal and pro-rated cost for the program, which will be included as part of a future budget revision for the PHE grant.

**FY26 Expenditures:**

BME Strategies is working with Amy and Joanie to compile all FY26 expenditure information. Once this has been completed, they will share all information back to the Coalition at a future meeting.

**Regional Staff Meeting offer:**

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BME Strategies offered to schedule a meeting with regional staff members of SSPHC. This meeting would provide an opportunity to talk through logistics for reporting, coordination, and any support regional staff might need. Regional staff members expressed interest in holding this meeting and BME Strategies will follow up to schedule that meeting.

**Review of “In Memory” page for Pam**

Micayla proposed an idea to create an “In Memory” page for Pam on the SSPHC website. The Coalition agreed to move forward with this idea and Micayla will take the lead on its development.

**FPHS Data Review and Discussion**

Cynthia presented key findings that came out of the FY24 FPHS Shared Services Review. The results from the review covered topics related to the capacity and expertise brought by the municipalities as well as regional staff to carry out the Foundational Public Health Services. The coalition discussed how some of these data might be interpreted in a negative light and their Boards of Health would likely not be pleased with it. Cynthia explained that the data in this presentation is not meant to show what municipalities should be providing right now. These data are meant to be a roadmap on where to invest additional funding going forward. She noted that these data are not going to lead to any punitive actions. Erica also made the suggestion to review the Community Health Needs Assessment that was completed by BU, which the coalition will return to at a later date.

**Community Updates**

**RIZE Municipal Matching Funds:**

Cynthia provided an update on the webinar for the RIZE Municipal Matching Funds. She will circulate notes to the Advisory Board to review and consider applying. BME Strategies is available to help with the application and implementation for these funds.

**Public Health Nurse Initiatives:**

Susan inquired about the type of events and initiatives Micayla has planned for the communities for this fiscal year. Micayla is working on putting together a maternal and child health speaker series and associated materials. Cynthia also suggested

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that the coalition consider some shared efforts with neighboring SSAs to streamline vaccine purchasing and clinic coordination.

**3:05 PM Adjournment**

Drew Scheele motioned to adjourn the meeting. No other board members remained in the meeting.

Roll call vote: Drew Scheele (Scituate)

Motion carried: 1-0

Meeting adjourned at 3:05 PM.

**Documents used and referenced during the public meeting:**

South Shore Public Health Collaborative October 2, 2025 Meeting Presentation

Foundational Public Health Services Shared Services Review Preliminary Results & Data-to-Action Presentation (Office of Local and Regional Health)

***Please Note:*** *There will be no public participation in speaking at this meeting unless recognized by the chair.*

*Please note that the Advisory Board may act on items in a different order than they appear on this agenda. If it so votes, the Board may go into Executive Session during the meeting. Persons interested are advised that, in the event any matter taken up at this meeting remains unfinished at the close of the meeting, it may be put off to a continued session of this meeting without further notice.*

*This meeting is being held remotely as an alternate means of public access pursuant to Chapter 2 of the Acts of 2025 and all other applicable laws temporarily amending certain provisions of the Open Meeting Law. You are hereby advised that this meeting and all communications during this meeting may be recorded by the Town of Hingham in accordance with the Open Meeting Law. If any participant wishes to record this meeting, please notify the chair at the start of the meeting in accordance with M.G.L. c. 30A, § 20(f) so that the chair may inform all other participants of said recording.*