

**Advisory Board**

Joan Taverna, Cohasset  
Susan Sarni, Hingham  
Drew Scheele, Scituate



**Advisory Board Alternate Members**

Elizabeth Miller, Hingham  
Erica Souris, Scituate

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**South Shore Public Health Collaborative Meeting Minutes**

**November 3rd at 3:00 pm**

**Voting Members in Attendance:**

Susan Sarni, Hingham  
Joan Taverna, Cohasset  
Andrew Scheele, Scituate

**Non-voting members in attendance:**

Cynthia Baker, BME Strategies  
Ally Gittens, BME Strategies

**3:04PM Welcome & Roll Call**

Andrew Scheele motioned to open the meeting. Susan Sarni seconded.  
Roll Call vote: Joan Taverna (Cohasset), Susan Sarni (Hingham), Andrew Scheele (Scituate)

**Motion to Approve Previous Meeting Minutes**

Andrew Scheele motioned to approve the October 16th meeting minutes.  
Susan Sarni seconded. Roll Call vote: Andrew Scheele (Scituate), Susan Sarni (Hingham), Joan Taverna (Cohasset)

**Coalition Updates**

**MOU for Fuel Assistance through SSCAC**

SSPHC's Regional Social Workers will be helping residents sign up for fuel assistance through the South Shore Community Action Council (SSCAC) this fall and winter. The SSCAC has asked that SSPHC sign an MOU to confirm the coalition's partnership in this work. BME Strategies confirmed with representatives at the Massachusetts Association of Health Boards (MAHB) that Cohasset is responsible for signing this MOU as outlined in the coalition's Inter-Municipal Agreement (IMA). Joan Taverna will confirm with town management in Cohasset who specifically should sign the MOU.

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## Hoarding Disorder Program

### Vote on format and approval of Hoarding Disorder Book Discussion Group

The coalition discussed various reasons for choosing between two group discussion options. Ultimately, the coalition decided to move forward with the Buried in Treasures book discussion group. However, the group is not yet able to sign the contract with Suzanne Otte from BU School of Social Work. The coalition will need to confirm who in Cohasset would be responsible for signing this contract and confirm whether there are any additional procedures that it must adhere to given that the total cost for the Hoarding Disorder programming exceeds \$10,000. The coalition provided provisional approval to move forward with this contract pending approval from Cohasset.

Andrew Scheele motioned to approve this program. Susan Sarni seconded. Roll Call vote: Joan Taverna (Cohasset), Susan Sarni (Hingham), Andrew Scheele (Scituate)

## Discussion of FY26 Budget and Staffing

The coalition discussed how to ensure that regional staff are being engaged most efficiently and that their time is being used most productively. The coalition reviewed the job description for the regional public health nurse role and discussed the extent to which the current regional public health nurse duties are being fulfilled. There is potential to re-allocate some funding under the regional public health line item to other line items in the budget based on how many hours are billed to public health nursing for the remainder of FY26.

The coalition may consider engaging with a Local Public Health Nurse Consultant who can provide subject matter expertise about the potential scope of public health nursing activities across SSPHC's three municipalities.

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## Regional Staff Time Tracking

Joan met with regional social workers to discuss a process for reporting their time to Cohasset. Regional Social Workers will submit a monthly report to John Hallin in Cohasset. BME Strategies met with regional social workers separately to discuss specific ways that MyJunna can be customized to provide tracking data that will be most useful for SSPHC Advisory Board members to review. BME Strategies will be working on creating a draft report with data visualizations based on time tracking data from the regional social workers.

## Community Updates

The health director role in Cohasset was posted last week. There was also a recent change in Cohasset Town Management leadership. Town Manager Chris Senior will be stepping down. The Assistant Town Manager has been named interim Town Manager.

## 3:54 PM Adjournment

Andrew Scheele (Scituate) motioned to adjourn the meeting. Seconded by Joan Taverna (Cohasset).

Roll call vote: Joan Taverna (Cohasset), Susan Sarni (Hingham), Andrew Scheele (Scituate)

Motion carried: 3-0

Meeting adjourned at 3:54 PM.

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

- South Shore Public Health Collaborative November 3, 2025, Meeting Presentation
- SSPHC FY26 Spending & Forecasting Tracker
- SSPHC Regional Public Health Nurse Job Description

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- BU School of Social Work Overview of “Activity A” Group Options for Hoarding Disorder Programming

***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.*