

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



Advisory Board Alternate Members

Erica Souris, Scituate

South Shore Public Health Collaborative Meeting Minutes

Thursday, April 16, 2026 at 2:00 pm

Attendees:

Voting members -

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

Non-voting members -

Betty Nee, Hingham Health Officer
Erica Souris, Scituate Social Worker
Bethany Griles, OLRH Program Coordinator
Ally Gittens Dias, BME Strategies

2:05pm 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 March 25th meeting minutes.
Susan Sarni seconded. Roll Call vote: Joan Taverna (Cohasset), Susan Sarni (Hingham), Andrew Scheele (Scituate)

Coalition Updates

BME Strategies provided an update to the coalition about the Workforce Standards Survey as part of SAPHE 2.0 Reporting. The Office of Local and Regional Health (OLRH), a division of the Department of Public Health, expressed their gratitude for all of the staff members for completing the survey. The coalition also discussed the status of the Performance Standards Survey.

Trainings and Membership Fees

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BME Strategies reminded Coalition members that grant funds can be used to cover membership fees and the cost of any trainings related to public health that they might want to participate in.

Upcoming Out of Office and Rescheduling of Next Meeting

The Coalition discussed potential dates and times for rescheduling the next SSPHC Coalition meeting due to upcoming out of office of the BME Strategies team. The group decided to move the next Coalition Meeting to Thursday, May 7th at 2pm.

FY26 Budget

The Coalition reviewed the FY26 budget and identified opportunities to reallocate funds as well as line items to which some funds would need to be reallocated. As of March 1, 2026, the Coalition has spent \$325,593.93 of the programmatic budget, leaving \$42,631.07 to be spent by June 30, 2026. The group set a goal to spend 95 percent of the remaining budget, or roughly \$40,000 by June 30, 2026.

Title 5 Services

BME Strategies presented details about expanding Title 5 services into Cohasset. The Coalition would continue to contract with PGB, which currently only serves Hingham through the PHE Grant. The FY26 budgeted amount for Title 5 services is \$13,855 and as of March 1, 2026, expenditures for Title 5 services have totaled \$8,422.88. Based on previous spending for services in Hingham, BME Strategies estimated an additional \$4,000 in Title 5 expenditures through the end of the fiscal year. In addition, BME Strategies estimated \$2,000 in expenditures for Cohasset based on roughly 4 inspections per month at a rate of \$165 per hour through the remainder of the fiscal year. BME Strategies proposed an increase of \$2,000 for Title 5 Services, which falls under the "Consultant" line item in the budget.

Andrew Scheele motioned to expand PGB Services in Cohasset and increase the Consultant budget line item by \$2,000 in the FY26 budget. Susan Sarni seconded.

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

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Strategic Alignment Retreat

BME Strategies presented information about the proposal for a Strategic Alignment Retreat to be conducted by the Strategic Planning Team from BME Strategies. The group discussed the purpose and benefits of participating in this retreat.

Andrew Scheele motioned to not move forward with the Strategic Alignment Retreat with BME Strategies. Susan Sarni seconded.

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

Additional Spending Ideas

The Coalition discussed a range of ideas to spend down the remainder of the FY26 budget. There was broad interest from coalition members to attend the Massachusetts Health Officers Association (MHOA) Conference in the Fall of 2026. Interested coalition members can plan to do early bird registration, which opens in early May. BME Strategies will provide additional details on other spending ideas ranging from tick awareness signage to supplies for a future regional public health nurse and regional inspector, with the assumption that these roles will be posted this fiscal year.

Revised Proposed FY27 Budget

BME Strategies presented a revised proposed SSPHC FY27 budget that incorporated updated salaries for a regional public health nurse and regional health inspector. The group also discussed the role of the regional health inspector and the current job description for this role. The group determined that additional revisions should be made to the job description regarding the qualifications for the role.

3:03 PM Adjournment

The next coalition meeting will be on May 7, 2026 at 2pm.

Andrew Scheele (Scituate) motioned to adjourn the meeting. Seconded by Susan Sarni (Hingham).

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

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Motion carried: 3-0

Meeting adjourned at 3:03 PM.

Documents used and referenced during the public meeting:

- South Shore Public Health Collaborative April 16th, 2026, Meeting Presentation
- South Shore Public Health Collaborative Proposed FY27 Budget
- FY26 Budget Summary
- FY26 Spending Ideas

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.