



Norfolk County-8 Coalition

October 14, 2025 Meeting Minutes



Time: 11:00 am – 1:00 pm
<u>Virtual Meeting</u> https://us06web.zoom.us/j/81707867739

Attendance Roll Call

Voting members present:

Meg Goldstein, Canton
Sam Menard, Dedham
Stacey Lane, Norwood (joined late)
Caroline Kinsella, Milton
Melissa Ranieri, Walpole
Jared Orsini, Westwood (joined late)
Lenny Izzo, Wellesley

Non-voting members present:

Aine Studdert-Kennedy, BME Strategies
Cynthia Baker, BME Strategies
Jhana Wallace, Wellesley
Abbie Atkins, Norwood

Voting members absent:

Melissa Ranieri motioned to start the meeting. Meg Goldstein seconded the motion.

Canton: Y
Dedham: Y
Milton: Y
Norwood: not present
Walpole: Y
Wellesley: Y
Westwood: not present

The Foundational Public Health Services (FPHS) Data Review meeting of the Norfolk County-8 (NC-8) Local Public Health Coalition was called to order at 11:03 AM on October 14th, 2025.

I. Welcome

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BME provided an overview of the agenda to start the meeting.

II. Foundational Public Health Services (FPHS) Data Review

a. Introductions & Purpose

- i. Aine Studdert-Kennedy opened the session by framing the coalition's efforts within the broader shift toward the FPHS model in Massachusetts. Aine led the group in revisiting the shared "why" of this work – building sustainable, equitable systems that ensure foundational services are available across all communities, regardless of size or resources.
- ii. The discussion emphasized that data-driven planning is critical to strengthening shared public health services. As part of the coalition's Public Health Excellence (PHE) grant commitments, participants reflected on insights from the FPHS Shared Services Arrangement (SSA) Preliminary Results and Data-to-Action Toolkit that helped shape the Fiscal Year 2026 (FY26) Workplan.

b. Review of Shared Services Arrangement (SSA) Preliminary Data: Communication Capacity & Performance Gaps

- i. Aine Studdert-Kennedy presented highlights from the Data-to-Action Summary, noting that Communication stood out as a key Foundational Capability for development. Coalition members explored how improved communications infrastructure – including staffing, systems, and messaging – is essential for both internal coordination and public engagement.
- ii. Discussion focused on how this need was already aligned with the FY26 Workplan Sustainability Objective 1: Communication & Engagement. Planned and ongoing activities include:
 1. Promoting awareness of shared services through targeted outreach strategies – including newsletters, public meetings, and press releases.
 2. Leveraging MAVEN data to inform and guide regional disease prevention and education efforts.
 3. Publishing quarterly newsletters that spotlight public health initiatives, local data, and community success stories.
 4. Providing monthly coalition updates to keep partners aligned and informed, reinforcing collaboration and transparency.
 5. Enhancing online communication tools, ensuring that public-facing data, visuals, and service information are easy to access and understand.
 6. Engaging key stakeholders annually through structured check-ins and feedback loops, helping us continuously improve our communication strategy and reach.
- iii. It was emphasized that the goal of these efforts goes beyond messaging – they are

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designed to build a stronger regional identity, foster public trust, and reinforce the value of the shared services model. Investing in communication as a foundational capability not only addresses current performance gaps, but also supports the long-term resilience and responsiveness of the NC-8 regional system.

- iv. Two additional interconnected areas of opportunity were also discussed:
 - 1. **Accountability & Performance Management** – particularly the need for clearer systems to track, evaluate, and improve performance of shared staff and programs
 - 2. **Assessment & Surveillance** – while not the primary focus of the meeting, Aine Studdert-Kennedy noted growing interest in strengthening regional capacity for program evaluation and data-informed decision-making

c. Discussion: Linking Communications to Accountability & Sustainability

- i. Building on the coalition's ongoing work to strengthen foundational capabilities across communication, accountability, and assessment, BME Strategies introduced a proposal for an NC-8 Annual Report. This report would serve as a unifying deliverable, designed to synthesize key regional priorities into one clear, accessible, and actionable product.
- ii. The proposed annual report would align with NC-8 Objective: Sustainability 1, directly supporting FY26 strategic priorities and long-term system sustainability. Discussion centered on how this type of report could:
 - 1. Strengthen public communication through plain-language, accessible reporting
 - 2. Promote racial equity, trust-building, and linguistic justice
 - 3. Address capacity gaps identified in the FPHS Data-to-Action Review
 - 4. Reinforce accountability and performance management
 - 5. Offer an engaging, manageable shared product that reflects the coalition's collective progress
 - 6. Provide an opportunity for regional staff to contribute to report development and storytelling once hired
- iii. The group also discussed how an annual report could become a natural home for emerging work in Assessment & Surveillance, such as highlights from the upcoming Community Health Assessment or summaries of regional disease trends drawn from MAVEN data. This type of integrated reporting would enhance transparency, foster internal learning, and support external advocacy.
- iv. Coalition members expressed overall interest in developing a regional annual report, emphasizing its potential value for local Boards of Health and other stakeholders. Members noted that most municipalities already prepare individual annual reports and saw an opportunity to coordinate messaging and highlight shared achievements across NC-8 communities.



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- v. Feedback included:
 - 1. The report should be concise, easy to read, and designed for broad audiences.
 - 2. A shared template or common talking points could simplify local reporting and help illustrate collective regional impact.
 - 3. The group agreed it would be most effective to revisit this discussion later in the fiscal year, after new regional staff have been hired and the coalition's FY26 workplan is further underway.
- vi. **Next Steps:** The coalition reached consensus to reconvene in **March 2026** to:
 - 1. Outline the structure and purpose of an NC-8 Annual Report
 - 2. Form a small working group to refine the proposed format and content areas
 - 3. Discuss timeline and publication options for a potential FY27 launch

III. Q&A

No formal Q&A was held during this portion of the meeting.

IV. Meeting Closure

The next NC-8 Coalition meeting (virtual) is scheduled for November 3, 2025, 11AM - 1PM.

The meeting adjourned at 11:42 AM.

Documents used and referenced during the meeting:

NC-8 FPHS Data Review 2025 Meeting Presentation

NC-8 FPHS Preliminary Results Presentation