



# Norfolk County-8 Coalition

## March 2, 2026 Meeting Minutes



<b>Time:</b> 11:00 am – 1:00 pm
<b><u>In Person / Hybrid Meeting</u></b> <a href="https://us06web.zoom.us/j/86277008938">https://us06web.zoom.us/j/86277008938</a> 79 Pleasant St, Canton, MA 02021 (Tavern Room)

### **Attendance Roll Call**

#### Voting members present:

Meg Goldstein, Canton  
Sam Menard, Dedham  
Stacey Lane, Norwood  
Melissa Ranieri, Walpole  
Lenny Izzo, Wellesley  
Jared Orsini, Westwood

#### Non-voting members present:

Aine Studdert-Kennedy, BME Strategies  
Beth Haefner, BME Strategies  
Sarah Lavari, Norwood  
Abbie Atkins, Norwood  
Jenna Conroy, Canton  
Jhana Wallace, Wellesley  
Trish Fisher, Walpole  
Katie Paciorcowski, Dedham  
Ginnie Chacon-Lopez, Needham

#### Voting members absent:

Caroline Kinsella, Milton

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

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



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The regular meeting of the Norfolk County-8 (NC-8) Local Public Health Coalition was called to order at 11:07 AM on March 2, 2026.

### I. Welcome

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

Melissa Ranieri made a motion to approve the February 2026 Coalition Meeting minutes, February 2026 Strategic Planning Meeting minutes, and Regional Public Health Nurse Candidate Approval Meeting Minutes. Stacey Lane seconded the motion.

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

Minutes were approved.

### II. Announcements and Reminders

- a. NC-8 Monthly Pre-Read Tool
  - i. Key announcements and project updates were shared in advance via a pilot one-page pre-read. The group agreed the tool is useful for streamlining meetings and reducing time spent on routine updates.
- b. Virtual Community "Tick Talk"
  - i. NC-8 is planning a virtual "Tick Talk" with Tick Biologist Patrick for participating communities. A survey was distributed to coordinate scheduling.
- c. NC-8 Live Calendar
  - i. BME introduced a new live calendar on the NC-8 website. Community and regional events will be added, and visitors can subscribe to stay informed about upcoming activities.

### III. Medical Reserve Corps (MRC) Updates

- a. Jackson provided an update on the Medical Reserve Corps (MRC), including upcoming trainings such as Incident Command System (ICS) for the MRC, Pet First Aid, CPR, Unit Health Assessment (UHA), and Sheltering, and a scheduled Volunteer Training Day.
- b. During the recent snow storm, the MRC was placed on standby, with one volunteer deployed to the Cape. Looking ahead to large-scale events, there is currently no MRC



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planning underway for the Boston Marathon, and additional information regarding the FIFA World Cup is expected later this month.

- c. Jackson also reported that the National Association of County and City Health Officials (NACCHO) cooperative agreement will not be renewed.

#### IV. Regional Staff Updates

##### a. Regional Staff Performance Feedback

- i. BME reminded members to submit feedback for the upcoming 90-day review of Regional Epidemiologist Sarah Lavari via the Google form distributed by email.

##### b. Regional Public Health Nurse Hiring Updates and Next Steps

- i. The group reviewed the status of the Regional Public Health Nurse position and agreed on key updates to the job description. The role will remain fully in-person and focused on Maternal and Child Health (MCH), with the addition of a travel stipend to help offset commuting costs. BME and the hiring subcommittee are finalizing the revised job description, which will be posted later this week.

##### c. Regional Staff Hiring Process Update

- i. BME shared updates on regional hiring procedures based on guidance from the Massachusetts Association of Health Boards (MAHB). Hiring subcommittees are considered public bodies and must comply with Open Meeting Law requirements, with interviews and candidate discussions permitted in Executive Session. BME is continuing to seek legal clarity on whether final hiring decisions may be delegated to a hiring subcommittee and will report back once guidance is received.

##### d. Regional Epidemiologist Report-Out

- i. Regional Epidemiologist Sarah Lavari provided an update on key disease trends and activities from the past month. She highlighted two confirmed measles cases among Massachusetts residents and the detection of Highly Pathogenic Avian Influenza (HPAI) in a second flock of chickens in the state this year. February MAVEN case data were also shared, with Influenza and COVID-19 representing the highest case counts.
- ii. Sarah also introduced two new external resources: a monthly “What’s Circulating Report” summarizing disease surveillance trends across NC-8 communities, and a Quarterly Newsletter to provide coalition and project updates.

#### V. Fiscal Year 2026 (FY26) Budget & Work Plan Discussion

BME reviewed the proposed budget modification.

Melissa Ranieri led a motion to approve the budget modification. Stacey Lane seconded the motion.



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

BME then reviewed the FY26 Work Plan modification, which includes updates to align activities with the planned vendor-led Community Health Assessment, highlight collaboration with the Training Hub, and reconcile planned activities with those completed. The group confirmed continuation of the maternal and child health elective objective and added a new elective objective focused on improving vaccine access.

Melissa Ranieri led a motion to approve the proposed work plan modification. Stacey Lane seconded the motion.

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

### **VI. Optimizing Coalition Infrastructure Feedback Session**

BME led a discussion on improving coalition meetings and overall infrastructure. The group agreed that the new pre-read tool is effective for reducing time spent on updates, allowing more time for discussion. Members also confirmed the current process for setting agendas (BME sets and shares ahead of meetings) remains effective, with members able to propose additional items as needed. Quarterly Directors-only meetings will continue.

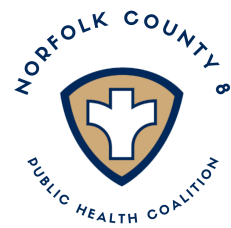
### **VII. Community Updates**

- a. The Office of Local and Regional Health (OLRH) email on local public health funding was discussed; NC-8 is already covered, but municipalities are encouraged to respond to secure future funding.
- b. The Welcome Families Request for Information (RFI) was reviewed; differences from the Welcome Babies program were noted, with further clarification pending.



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- c. The new “Report My Meal” tool on the Department of Public Health website was discussed, including community concerns about limited guidance and follow-up processes.
- d. Youth summer camps: Wellesley plans two camp operator seminars including a Child Psychologist for behavioral discussions. The group shared strategies to address documentation challenges, including setting deadlines and implementing late fees.

### **VIII. Meeting Closure**

The next NC-8 Coalition meeting (virtual) is scheduled for April 6, 2026, 11AM-1PM, and will be a Director’s-only meeting.

Melissa Ranieri made a motion to adjourn the meeting. Jared Orsini seconded the motion.

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

The meeting adjourned at 1:34pm.

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

NC-8 March 2026 Meeting Presentation  
NC-8 March 2026 Monthly Pre-Read  
NC-8 Draft FY26 PHE Budget Modification  
NC-8 Draft FY26 PHE Workplan Modification  
NC-8 Draft Quarterly Newsletter  
NC-8 What’s Circulating Report