



Norfolk County-8 Coalition

April 6, 2026 Meeting Minutes



Time: 11:00 am – 1:00 pm
Virtual Meeting https://us06web.zoom.us/j/86277008938

Attendance Roll Call

Voting members present:

Meg Goldstein, Canton
Sam Menard, Dedham
Stacey Lane, Norwood
Caroline Kinsella, Milton
Melissa Ranieri, Walpole
Lenny Izzo, Wellesley

Voting members absent:

Jared Orsini, Westwood

Non-voting members present:

Aine Studdert-Kennedy, BME Strategies
Cynthia Baker, BME Strategies
Beth Haefner, BME Strategies

Voting members absent:

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

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

The regular meeting of the Norfolk County-8 (NC-8) Local Public Health Coalition was called to order at 11:03 AM on April 6, 2026.

I. Welcome



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

Melissa Ranieri made a motion to approve the March 2026 Coalition Meeting minutes and the March 2026 Strategic Planning Meeting minutes. Lenny Izzo seconded the motion.

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

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 one-page pre-read. BME provided a brief overview of the updates shared in the pre-read.
- b. Virtual Community “Tick Talk”
 - i. NC-8 is holding a virtual “Tick Talk” event for community members on April 28 at 6 PM on Zoom. A flyer and registration link has been shared for dissemination.
- c. COVID-19 Contact Tracing Initiative (CTCI) Spending Update
 - i. The group briefly reviewed spending projections for the CTCI grant, and aligned on final spending decisions. A request for more tick removal kits was made and will be looked into further should future funding become available.

III. Public Health Excellence (PHE) Term 2 Highlight

- a. Term 2 reporting was completed and all required materials were uploaded to Smartsheet by the March 31 deadline.

IV. Medical Reserve Corps (MRC) Updates

- a. The Medical Reserve Corps (MRC) has provided several opportunities over the past few weeks for volunteers to be trained and deployed, including Incident Command System (ICS) training, CPR training, and sheltering training. A volunteer was deployed to a shelter on Cape Cod, and volunteers will be deployed to the upcoming Westwood Health Fair.

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- b. Registration has opened and is ongoing for the Walpole Sheltering exercise. The Salvation Army will support the exercise with a canteen truck and lunch for volunteers. Cambridge Health Alliance will work with Walpole in unified command to operate the shelter, which will be “opened” for 1-2 hours, while the full event will be from 9:00 AM to 2:00 PM. After the exercise, Jackson will work with Walpole to evaluate and incorporate any needed changes into their sheltering plan.
- a. The MRC advisory group is meeting this month on April 21 from 10:00 AM to 11:00 AM.

V. Regional Staff Updates

- a. Regional Public Health Nurse (RPHN) Hiring Update
 - i. BME provided an update on the ongoing RPHN hiring process. Revisions were made to the job posting in early March and several new candidates have applied and are being reviewed by the hiring subcommittee, with interviews being scheduled for this week and next.
 - ii. A new flyer was developed for continued recruitment and outreach efforts and will be shared with coalition members for broader dissemination.
- b. Regional Epidemiologist Performance Review & Project Updates
 - i. A 90-day review process was recently completed for NC-8’s Regional Epidemiologist. The group discussed and debriefed this process, and highlights were shared.
 - ii. The group reviewed the draft Quarterly Newsletter and discussed final revisions to be made before publishing. Feedback will be communicated to the Regional Epidemiologist, and final feedback will be collected by email through the end of the week. The group also discussed the audience for this newsletter, and aligned on preferences for how it should be disseminated.

VI. Fiscal Year 2027 Scope(s) of Work Review

- a. The group reviewed draft Scopes of Work for the Shared Services Coordinator and the Regional Staff Coordinator for Fiscal Year 2027 (FY27).

Stacey Lane motioned to approve the content of the Scopes of Work for the Shared Services Coordinator and Regional Staff Coordinator for FY27. Meg Goldstein seconded.

Canton: Y
Dedham: Y
Milton: Y
Norwood: Y
Walpole: Y
Wellesley: Y



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Westwood: not present

Samantha Menard motioned to approve procuring the Shared Services Coordinator and Regional Staff Coordinator as contracted services in FY27. Stacey Lane seconded.

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

VII. Fiscal Year 2026 (FY26) End-of-Year Spending Plan Discussion

- a. BME provided an overview of the current spending projections for FY26 Public Health Excellence (PHE) grant funds. The group reviewed spending contingencies and aligned on priorities for spending down remaining grant funds.

VIII. Opioid Abatement Collaborative (OAC) Discussion

- a. Communities discussed opportunities for regional collaboration on opioid abatement, including options for resource sharing and a shared coordinator model. While pooling settlement funds was not preferred, there was interest in a parallel regional project model that has proven effective in other areas.

IX. Community Updates

- a. Coalition members shared key updates from their communities to support cross-community learning. This included discussions on ongoing Kratom regulation hearings in individual towns, as well as permitting processes and distance requirements between tobacco establishments and schools.

X. Meeting Closure

- a. The next NC-8 Coalition meeting is scheduled for May 4, 2026, 11:00 AM - 1:00 PM. The group is looking into in-person hosting options for this meeting, but may move forward with a virtual meeting if a host location cannot be identified.

Melissa Ranieri made a motion to adjourn the meeting. Stacey Lane seconded the motion.

Canton: Y
Dedham: Y
Milton: Y



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Norwood: Y
Walpole: Y
Wellesley: Y
Westwood: not present

The meeting adjourned at 1:10pm.

Documents used and referenced during the meeting:

NC-8 March 2026 Meeting Presentation
NC-8 March 2026 Monthly Pre-Read
NC-8 Draft Quarterly Newsletter
NC-8 Shared Services Coordinator Scope of Work
NC-8 Regional Staff Coordinator Scope of Work
NC-8 Regional Opioid Abatement Coordination One-Pager
NC-8 FY26 Spending Tracker