



Northern Bristol County Public Health Alliance & BME Strategies

Meeting Minutes

Date: Tuesday, April 9th, 2024

Time: 10:00-11:00 am

Zoom Meeting Link: <https://us06web.zoom.us/j/87979991206>

I. Updates

a. Contract Submission

1. We are anticipating receiving the contract for FY25-27 on April 12 to be returned by April 19. Meghan put together a draft budget in preparation for this. This budget is a projection for Accounting and Finance. The total is what is important, the sub-categories can be amended with OLRH at a later date.

b. IMA

1. Attleboro and Rehoboth still need to sign
 - a) Beth has the signed IMA, need to find it and send to Meghan

c. Training/Conference Requests

1. Prepping for in-person training in June
2. June 7th from 9-12
3. Meghan will work with Taylor in North Attleboro to have a flyer made.
4. Please spread the word and see who is interested in your group

II. FY25 Planning/Self-Assessment Tool

- a. DPH was planning to do another capacity assessment this fall, but decided to push it out, at least until next year
- b. They created a self-assessment tool that municipalities can use in the meantime to check-in on how they are doing
- c. This is a useful tool to help us prep for FY25 planning
- d. It is essentially the BCA in a spreadsheet
- e. Meghan will send out a link to a Google spreadsheet for each municipality to complete
- f. Meghan will load previous results into the Response #1 column for Taunton, North Attleboro, Berkley and Dighton.



Northern Bristol County Public Health Alliance & BME Strategies Meeting Minutes

- g. Can we have this done for April 30th or May 7th?

III. FY24 Projects

- a. Meeting with Tony at 11:30 to discuss contracts and RFPs

IV. Hiring Strategy

- a. Follow up with Shelly today
- b. AnneMarie will schedule a meeting with the Town Manager to discuss hiring
- c. Sharon will talk to the Jim about Berkley hiring staff

V. Next Steps

a. Meghan

1. Meet with Tony in North Attleboro and do follow up work for contracts and RFPs
2. Get results from BCA survey for Taunton, Berkley, Dighton, and North Attleboro and load into spreadsheet
3. Create Google links for each municipality to complete spreadsheet
4. Reach out to Rehoboth to support completion of survey and Relavent signature

b. AnneMarie

1. Schedule meeting with Town Manager

c. NBCPHA

1. Complete self-assessment spreadsheet