



Northern Bristol County Public Health Alliance & BME Strategies
Meeting Minutes

Date: Tuesday, November 14th, 2023

Time: 10:00-11:00 am

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

I. Updates

a. Dashboard Review

1. Is there a possibility to have the PHN or other shared staff work on opioid issues or is that out of scope?
 - a) The shared staff can work on whatever we decide we want them to work on. Should be issues that are across municipalities and benefit more than one municipality. Everything that they work on doesn't have to benefit all six - initiative A can support three, initiative B can support 4, etc. but all should be supported in some way.
 - b) This is the next issue we have to tackle, is how do we prioritize the work of the shared staff and decide what they work on?

b. IMA

1. Beth is giving the IMA to the legal team to review today.
2. Once we have this signed we will have to comply with Open Meeting Law and post the agenda and meeting minutes.
 - a) Agendas are already being done in Attleboro, Berkley, North Attleboro and Rehoboth
 - b) Adam will post information in Taunton
 - c) Need to get a contact for this in Dighton

c. FY23 Purchases

1. Channing-Bete contract with North Attleboro legal and accounting as of 11/13

d. Training/Conference Requests

1. Sharon to ask Patrick to send his confirmation email today.

II. Inspector Hiring Process



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- a. AnneMarie is working to get a meeting with the Town Manager, who has been out. Might be able to meet with him Friday or next week.
- b. Scheduling a meeting with Retirement for tomorrow to learn more about OPEB.

III. Social Worker Hiring Process

- a. Meghan to send out interview questions this afternoon for review by the group.

IV. Inspectional Software

- a. AnneMarie talked with Relavent at the MHOA conference and they sent her some information on FoodCodePro
 - 1. A couple of the other PHE groups we are working with are implementing it this fall, as they prepare to hire an inspector. Might make sense to have this set up so that it is ready to go when the inspector joins, will have to figure out what timelines are possible with Relavent
- b. Attleboro has some contracted inspectors that use FoodCodePro.
- c. Group is interested in moving forward with learning more about FoodCodePro. Meghan and AnneMarie will reach back out to have someone join our meeting for a presentation in the future.

V. Next Steps

- a. **Meghan**
 - 1. Send out social worker interview questions
 - 2. Reach out to Relavent to get a presentation on FoodCodePro
- b. **AnneMarie**
 - 1. Schedule meeting with Town Manager
 - 2. Schedule meeting with Retirement
- c. **Beth**
 - 1. Get legal review on IMA
- d. **Sharon**
 - 1. Get training confirmation email from Patrick



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