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CITY OF AMESBURY, MA

**CITY OF AMESBURY
IN THE YEAR TWO THOUSAND TWENTY-THREE**

SPONSORED BY: Kassandra Gove **BILL No. 2023-161**
Kassandra Gove, Mayor

An Order to authorize the Mayor to accept and expend a FY 2024 Public Health Excellence for Shared Services Grant from the Massachusetts Executive Office of Health and Human Services Department of Public Health in the amount of \$143,105.00.

Summary: The Massachusetts Executive Office of Health and Human Services Department of Public Health has allocated a Public Health Excellence for Shared Services Grant in the amount of \$143,105.00. Amesbury will serve as the lead municipality with the group consisting of Georgetown, Groveland, Merrimac, Newbury, Newburyport, Rowley, and West Newbury.

About the program:

The purpose of the Public Health Excellence for Shared Services Grant Program is to promote and support the development of inter-municipal shared service agreements (cross-jurisdictional sharing) that contribute to improvements in local public health capacity. By pooling resources, functions, and expertise, a consortium of cities and towns, especially those that are smaller or less prosperous, can improve compliance with their statutory and regulatory mandates and expand the public health protections and services they offer residents. The Massachusetts Department of Public Health currently funds 41 grantees through the Public Health Excellence for Shared Services program. Grantees include 268 municipalities (76% of municipalities statewide).

Be it Ordered by the City Council of the City of Amesbury assembled, and by the authority of the same as follows:

That the City of Amesbury authorizes the Mayor to accept and expend a Public Health Excellence for Shared Services Grant of \$143,105.00 from the Massachusetts Executive Office of Health and Human Services Department of Public Health for FY 2024.



The Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Public Health
250 Washington Street, Boston, MA 02108-4619

MAURA T. HEALEY
Governor

KIMBERLEY DRISCOLL
Lieutenant Governor

KATHLEEN E. WALSH
Secretary

ROBERT GOLDSTEIN, MD, PhD
Commissioner

Tel: 617-624-6000
www.mass.gov/dph

May 4, 2023

Kassandra Gove, Mayor
City of Amesbury
62 Friend St
Amesbury, MA 01913

Dear Mayor Gove:

Congratulations! We are pleased to notify you as lead municipality for Amesbury (Amesbury, Georgetown, Groveland, Merrimac, Newbury, Newburyport, Rowley, and West Newbury) that you have been awarded a Public Health Excellence for Shared Services Grant in an annualized amount of \$143,105.00 pending negotiation of a final workplan. Through this funding and your continued support, we hope to give municipalities the resources to strengthen the local public health system to align with the recommendations of the Special Commission on Local and Regional Public Health.

The Office of Local and Regional Health at the Massachusetts Department of Public Health will contact Ann Marie Casey, Mayor's Chief of Staff, to negotiate a contract for FY2024.

Please feel free to contact Sam Wong, Director of the Office of Local and Regional Health at the Department of Public Health at Samuel.S.Wong@mass.gov if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Samuel Wong".

Samuel Wong
Director of the Office of Local and Regional Health
Massachusetts Department of Public Health

Application Response

ORGANIZATION NAME:	City of Amesbury Public Health Department		
ADDRESS:	62 Friend Street, Amesbury, MA 01913		
VENDOR CODE:	VC6000191694		
CONTACT PERSON:	Ann Marie Casey		
TITLE:	Chief of Staff to Mayor Cassandra Gove		
TELEPHONE:	978-388-8121	FAX:	
EMAIL:	caseya@amesburyma.gov		
CONTACT PERSON ADDRESS (if different):	Same		

Applying to: Only check one

- To expand current shared services arrangements to include additional municipalities, complete [Application 1](#).
- To expand current shared services arrangements to provide a more comprehensive set of public health services and/or sustainable business model, complete [Application 2](#).
- To establish a new cross-jurisdictional shared services arrangement, complete [Application 3](#).

A COMPLETE RFR RESPONSE MUST INCLUDE:

- Application form – complete information above and based on check box selected, complete Application 1,2 or 3 below
- Signed Attestation form
- 12-month Program Budget

Application Form1

To expand current shared services arrangements to include more municipalities

Lead Municipality/Regional Planning Agency/Federally-recognized Tribe:

List municipalities in current Shared Services Area:

Municipality	Population	% of Environmental Justice Population	Type of Government City/Town	Type of Board of Health Elected/Appointed

If additional rows are needed, please attach a separate sheet.

List proposed added municipalities:

Municipality	Population	% of Environmental Justice Population	Type of Government City/Town	Type of Board of Health Elected/Appointed

If additional rows are needed, please attach a separate sheet.

Provide a brief description of the shared service area and plan for expansion, including rationale. Specifically, state how the addition of municipalities strengthens the current shared services arrangement and advances the effectiveness, efficiency, and equity of the delivery of public health services (text limit 2,000 characters, approximately 300 words).

Application Form 3

Establish a new cross-jurisdictional shared service arrangement.

Lead Municipality/Regional Planning Agency/Federally-recognized Tribe submitting response:**Error! AutoText entry not defined.** City of Amesbury

Briefly describe the capacity of the lead entity to coordinate the shared services arrangement (text limit 2,000 characters, approximately 300 words).

Amesbury is a city with the second largest population in our sharing group, but the largest health department staff, and the full commitment of the Mayor and municipal government to the success of this program.

Briefly describe any current or history of collaboration among the proposed cross-jurisdictional municipalities, such as emergency preparedness coalitions, tobacco control collaborative, Mass in Motion, etc. (text limit 2,000 characters, approximately 300 words).

Various area emergency response teams have mutual aid pacts, there is a regional school for 7-12th grade with Merrimac, West Newbury and Groveland. In addition, there is a regional tobacco enforcement program with Amesbury, Newbury, Newburyport and Rowley (as part of the Andover Tobacco Program), and there is room to absorb the other municipalities, which are not involved in such an effort, so the overlay would be identical. All of the communities in this collaborative are active participants in HMCC Region 3. All communities, except Groveland, are members of the Northern Essex County Medical Reserve Corps.

List proposed municipalities for new shared service arrangement:

Municipality	Population	% of Environmental Justice Population	Type of Government City/Town	Type of Board of Health Elected/Appointed
Amesbury	17,366	15.6%	City	Appointed
Georgetown	8,738	0	Town	Appointed
Groveland	6,752	0	Town	Elected
Merrimac	6,723	19%	Town	Elected
Newbury	6,716	0	Town	Elected
Newburyport	18,259	12.1%	City	Appointed
Rowley	6,161	0	Town	Appointed
West Newbury	4,500	0	Town	Elected

If additional rows are needed, please attach a separate sheet.

Provide a brief description of the proposed shared service area and rationale for developing this arrangement. Specifically, state how the cross-jurisdictional arrangement will increase the proposed shared services arrangement's capacity to strengthen and advance the effectiveness, efficiency, and equity of the delivery of public health services (text limit 2,000 characters, approximately 300 words).

Current list of municipalities is complete list of participants. The only potential addition to our current composition would be Salisbury, who is unwilling to commit at this time.

Indicate FTE for all current and proposed shared service staff roles. Provide a brief rationale for additional staff. Provide the number of FTEs rather than the number of personnel. For example, if there is three part-time staff who provide inspections for a total of 1.5 FTE, enter 1.5, not 3.

	Current shared FTE	Proposed additional shared FTE	Rationale
Shared Services Coordinator			
Health Director/Agent			
Deputy/Assistant Director			
Inspector			
Public Health Nurse			
Epidemiologist			
Clerk			
Other			

If additional rows are needed, please attach a separate sheet.

Provide a brief description and rationale of how your proposed expansion of shared services arrangement will provide a more comprehensive set of public health services and/or a sustainable business model within your existing shared services area. In addition, include how your proposal advances the effectiveness, efficiency, and equity of the delivery of public health services (text limit 2,000 characters, approximately 300 words).

Provide information about the current staffing in each municipality of your proposed cross-jurisdictional area. Indicate the FTE of each position listed below. Provide the number of FTEs rather than the number of personnel. For example, if there is three part-time staff who provide inspections for a total of 1.5 FTE, enter 1.5, not 3.

Municipality	Health Director/Health Agent	Inspector	Public Health Nurse	Epidemiologist	Clerk
Amesbury	1	1	1	0	.25
Georgetown	1	.5	.25	0	0
Groveland	.425	0	.425	0	.675
Merrimac	.625	0	.36	0	.25
Newbury	1	.5	.25	0	0
Newburyport	1	.5	1	0	1.5
Rowley	1	.5	.2	0	.4
West Newbury	1	0	.05	0	.575

If additional rows are needed, please attach a separate sheet.

Provide proposed FTE for shared staffing arrangement. Provide the number of FTEs rather than the number of personnel. For example, if there is three part-time staff who provide inspections for a total of 1.5 FTE, enter 1.5, not 3.

	Proposed Shared Services FTE	Rationale
Shared Services Coordinator	1.0.	Our group needs to organize, analyze and implement the PHE program ater the Capacity Assessment.
Health Director/Agent	.	
Deputy/Assistant Director		
Inspector		
Public Health Nurse		.
Epidemiologist		
Clerk	.2	Clerical help for the SSC, for group coordination
Other		

If additional rows are needed, please attach a separate sheet.

- The **State Action for Public Health Excellence (SAPHE) Program** ([/info-details/state-action-for-public-health-excellence-saphe-program](https://info-details/state-action-for-public-health-excellence-saphe-program)) currently enables 79 Massachusetts cities and towns to plan for or to expand cross-jurisdictional sharing to improve local public health effectiveness and efficiency.
- The report of the federally-funded **Public Health District Incentive Grant (PHDIG) Program** ([PDF](https://doc/public-health-district-incentive-grant-phdig-program-0/download)) ([DOC](https://doc/public-health-district-incentive-grant-phdig-program-0/download)) ([/download](https://doc/public-health-district-incentive-grant-phdig-program/download)) documents the planning, implementation, lessons learned, and sustainability of five pilot, incentive-based local public health districts in Massachusetts from 2011 to 2015.
- The Massachusetts Public Health Regionalization Project site was hosted by the Boston University School of Public Health until September 2020. If you are looking for specific documents, please email the Office of Local and Regional Health at LocalRegionalPublicHealth@mass.gov (<mailto:LocalRegionalPublicHealth@mass.gov>).

Public health districts and shared services in Massachusetts

The Massachusetts Department of Public Health currently funds 41 grantees through the Public Health Excellence for Shared Services program. Listed below are the grantees, which include 268 municipalities (76% of municipalities statewide).

Lead Municipality Participating Municipalities

Abington	Abington, Avon, Brockton, Stoughton, Whitman
Berkshire Regional Planning Commission	Adams, Alford, Becket, Cheshire, Clarksburg, Dalton, Egremont, Florida, Great Barrington, Hancock, Lanesborough, Mount Washington, New Ashford, New Marlborough, North Adams, Peru, Pittsfield, Richmond, Sandisfield, Savoy, Sheffield, Washington, West Stockbridge, Williamstown, and Windsor
Central Mass Regional Planning Commission	Blackstone, Douglas, Hopedale, Mendon, Millville, Northbridge, Upton, and Uxbridge
Central Mass Regional Planning Commission	Auburn, Brimfield, Dudley, Oxford, Southbridge, and Webster
Cohasset	Cohasset, Hingham, Hull
Fall River	Fall River, Seekonk, Swansea

Lead Municipality

Participating Municipalities

Fitchburg	Athol, Clinton, Fitchburg, Gardner, Hubbardston, Leominster, Phillipston, Princeton, Royalston, Sterling, Templeton, Westminster, Winchendon
Foothills Health District	Goshen, Westhampton, Whately, and Williamsburg
Foxborough	Easton, Foxborough, Mansfield, Norton, Plainville, and Sharon
Franklin Regional Council of Governments	Ashfield, Bernardston, Buckland, Charlemont, Colrain, Conway, Deerfield, Erving, Gill, Hawley, Heath, Leyden, Monroe, Northfield, Rowe, and Shelburne
Halifax	Bridgewater, East Bridgewater, Halifax, Middleborough, Raynham, West Bridgewater
Hamilton	Essex, Hamilton, Rockport, and Wenham
Hudson	Ashland, Framingham, Hopkinton, Hudson, Maynard, Milford, Millis, and Natick
Kingston	Carver, Kingston, Plymouth, Plympton, Wareham
Leicester	Barre, Hardwick, Holden, Leicester, New Braintree, and North Brookfield, Brookfield
Longmeadow	Hampden, Longmeadow, Monson, and Wilbraham
Methuen	Dracut, Lawrence, and Methuen
Metropolitan Area Planning Council	Chelsea, Revere, and Winthrop
Nantucket	Aquinnah, Chilmark, Edgartown, Gosnold, Nantucket, Oak Bluffs, Tisbury, and West Tisbury
Nashoba	Ashburnham, Ashby, Ayer, Berlin, Bolton, Boxborough, Dunstable, Groton, Harvard, Lancaster, Littleton, Lunenburg, Pepperell, Shirley, Stow, and Townsend
Needham	Dover, Medfield, Needham

Lead Municipality Participating Municipalities

New Bedford	Acushnet, Fairhaven, New Bedford
North Attleborough	Attleborough, Berkley, Dighton, North Attleborough, Rehoboth, Taunton
Northampton	Amherst, Belchertown, Chester, Chesterfield, Cummington, Goshen, Granby, Hadley, Hatfield, Huntington, Middlefield, Northampton, Pelham, Plainfield, Southampton, Ware, and Worthington
Northborough	Boylston, Northborough, Southborough, and Westborough
Norwood	Canton, Dedham, Milton, Needham, Norwood, Walpole, Wellesley, and Westwood
Quabbin Health District	Belchertown, Pelham, and Ware
Randolph	Braintree, Holbrook, Quincy, Randolph, Weymouth
Salem	Beverly, Danvers, Lynn, Marblehead, Nahant, Peabody, Salem, and Swampscott
Somerville	Arlington, Medford, Somerville
South Hadley	Chicopee, Holyoke, South Hadley
Southwick	Blandford, Granville, Montgomery, Russell, Southwick, Tolland
Sudbury	Bedford, Concord, Carlisle, Lincoln, Sudbury, Wayland, and Weston
Topsfield	Boxford, Middleton, and Topsfield
Tri-Town Health District (Lee)	Alford, Great Barrington, Lee, Lenox, Monterey, Mount Washington, New Marlborough, Otis, Sheffield, and Stockbridge
Tyngsborough	Billerica, Chelmsford, Tewksbury, and Tyngsborough
Wakefield	Malden, Medford, Melrose, Stoneham, Wakefield, Winchester

Lead Municipality

Participating Municipalities

Westford

Acton, Dracut, Lowell, and Westford

Worcester

Grafton, Millbury, Shrewsbury, West Boylston, and Worcester

Wrentham

Franklin, Norfolk, and Wrentham

CONTACT

Office of Local and Regional Health

Address

67 Forest Street, Marlborough, MA 01752

Online

LocalRegionalPublicHealth@mass.gov (mailto:LocalRegionalPublicHealth@mass.gov)

Directions (<https://maps.google.com/?q=67+Forest+Street%2C+Marlborough%2C+MA+01752>)



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