

LEWIS AND CLARK CITY-COUNTY
BOARD OF HEALTH MEETING
CITY-COUNTY BUILDING
Commission Chambers, Room 330
Helena, Montana 59601
February 25, 2016

REGULAR BOARD MEETING AGENDA

1:30	CALL TO ORDER	
1:35	REVIEW OF AGENDA	
	1. Review and Revision of Agenda.....	Pg. 1
1:40	INTRODUCTIONS	
	2. Linda Gleason, Public Health Nurse, Communicable Disease and Prevention Division (Eric Merchant).....	Pg. 2
1:45	MINUTES	
	3. Minutes of the January 28, 2016 Board of Health Meeting.....	Pg. 3
1:50	PRESENTATION	
	4. Quality Improvement Council in Action: Presentation by the Council on quality improvement and performance measures efforts at Lewis and Clark Public Health (Quality Improvement Council members)	Pg. 7
2:20	ACTION ITEM	
	5. Request for the adoption of the Public Health Code of Ethics and the establishment of a Lewis and Clark Public Health Ethics Committee (Melanie Reynolds)....	Pg. 31
2:35	BOARD MEMBER DISCUSSION	
	6. - Finance Report for January 2016, Timeline for FY2017 Budget (Norm Rostocki) - Community Health Improvement Plan 2016 Update (Gayle Shirley) -Board of Health Vacancy (Melanie Reynolds) -Update on CDBG Grant Process (Melanie Reynolds).....	Pg. 34
2:45	HEALTH OFFICER'S REPORT	
	7. Report on Current Health Department Issues.....	Pg. 38
2:55	PUBLIC COMMENT	
	8. Public comments on matters not mentioned above.....	Pg. 42
3:00	Adjourn	

**LEWIS & CLARK CITY/COUNTY BOARD OF HEALTH
Helena, Montana**

BOARD AGENDA ITEM

Meeting Date

February 25, 2016

Agenda Item No.

1

Minutes Board Member Discussion Staff & Other Reports Action Hearing of Delegation

AGENDA ITEMS: Review of Agenda

PERSONNEL INVOLVED: Board Members

BACKGROUND: Time is allowed for board members to review the agenda and to add any new agenda items.

HEALTH DIRECTOR'S RECOMMENDATION: Approval

ADDITIONAL INFORMATION ATTACHED

BOARD ACTION:

NOTES:

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
Benish						
Eck						
Geise						
Johnson						
Kultgen						
Smith						
St. Clair						
Weber						

LEWIS & CLARK CITY/COUNTY BOARD OF HEALTH
Helena, Montana

BOARD AGENDA ITEM

Meeting Date

February 25, 2016

Agenda Item No.

2

Minutes Board Member Discussion Staff & Other Reports Action Hearing of Delegation

AGENDA ITEMS: Introduction

PERSONNEL INVOLVED: Eric Merchant, Communicable Disease & Prevention Division Administrator

BACKGROUND: Mr. Merchant will introduce new staff member Linda Gleason, Public Health Nurse for the Communicable Disease and Prevention Division

HEALTH DIRECTOR'S RECOMMENDATION:

ADDITIONAL INFORMATION ATTACHED

BOARD ACTION:

NOTES:

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
Benish						
Eck						
Geise						
Johnson						
Kultgen						
Smith						
St. Clair						
Weber						

LEWIS & CLARK CITY/COUNTY BOARD OF HEALTH
Helena, Montana

BOARD AGENDA ITEM

Meeting Date

February 26, 2016

Agenda Item No.

3

Minutes Board Member Discussion Staff & Other Reports Action Hearing of Delegation

AGENDA ITEMS: Minutes January 28, 2016

PERSONNEL INVOLVED: Board Members

BACKGROUND: Upon approval, the minutes represent official actions of the Board of Health. Every effort is made to have these recommended minutes accurately portray the proceedings and procedures of the board.

HEALTH DIRECTOR'S RECOMMENDATION: Approval

ADDITIONAL INFORMATION ATTACHED

BOARD ACTION:

NOTES:

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
Benish						
Eck						
Geise						
Johnson						
Kultgen						
Smith						
St. Clair						
Weber						

**LEWIS AND CLARK CITY-COUNTY
BOARD OF HEALTH – MINUTES
316 PARK AVENUE, HELENA, MONTANA 59624
Room 226
January 28, 2016**

Members Present

Anne Weber, chair
Dr. Maria Braman, vice-chair
James Benish
Scott St. Clair
Jenny Eck

Staff Present

Melanie Reynolds Gayle Shirley
Jolene Helgersen Amy Brown
Norman Rostocki
Kathy Moore
Eric Merchant
Drenda Niemann

Members Absent

Kammy Johnson
Kent Kultgen
Mayor Jim Smith
Commissioner Susan Good Geise

Guests Present

Sana Amin, Carroll College Intern

Anne Weber, chair, called the meeting to order at 1:30 p.m. A quorum was established.

REVIEW OF AGENDA

No changes were made.

INTRODUCTION

Melanie Reynolds, Health Officer, introduced new Board of Health member Jenny Eck.

Eric Merchant, Disease Control and Prevention Division Administrator, introduced new Immunization Public Health Nurse Amy Brown.

MINUTES

Ms. Weber asked if there were any corrections or additions to the December 3, 2015, minutes. The Board approved the minutes as written.

ACTION ITEMS

Request for approval of the Cooperative Agreement between MT DPHHS and Board of Health (Food and Consumer Safety). Mr. Merchant requested approval of the Cooperative Agreement between Montana Department of Public Health and Human Services (DPHHS) and Board of Health (BOH) (pages 8-13 of the board packet). The purpose of the agreement is to establish a payment schedule for maximizing the disbursement of funds to the BOH to support inspections of licensed establishments and to determine which optional programs the BOH will conduct. The agreement is effective from January 1, 2016, through December 31, 2016, and will cover pools, spas, and other water-feature inspections. Mr. Merchant noted there were no changes from the previous year's agreement. In answer to a question from Ms. Weber, Mr. Merchant said that he would like to have more follow-up inspections throughout the year. In answer to questions from Jim Benish, Mr. Merchant said that the sanitarians review all ingredients for food items to be sold at the Farmer's Market that are not exempt under the Montana Cottage Food Act. As for the selling of morel mushrooms at the Helena Farmer's Market, we don't have a local ordinance giving us the authority to inspect the mushrooms to be sold. We are working with DPHHS on initiatives

to allow the safe selling of morel mushrooms. Mr. Benish made a motion to approve the Cooperative Agreement between Montana Department of Public Health and Human Services and Board of Health. Dr. Maria Braman seconded the motion. The motion carried 5-0.

BOARD MEMBER DISCUSSION

Finance Report: Norman Rostocki, Finance Coordinator, referenced the FY16 comparison to budget and cash flow for July 2015 through December 2015 (pages 15-17 of the board packet). Mr. Rostocki noted that the department is 50% of the way through its fiscal year. Total revenue to date is \$1,105,967, or 56% of the amount budgeted; actual expenditures are \$1,182,861, or 58% of the amount budgeted. Revenues are under expenditures by \$76,893; total ending cash is \$808,285.

Community Health Improvement Plan (CHIP): Gayle Shirley, Communications and Systems Improvement Manager, is working with an outside facilitator to get ready for the CHIP task force meetings, which are scheduled Feb. 8, March 7, and April 4. The process is an opportunity to develop a common agenda for the entire community to use to set priorities, direct the use of resources, and develop and implement projects and programs that will be most effective in improving the health of our community.

Subcommittee on Long-Term Facility Planning/CDBG: Ms. Reynolds and a subcommittee of BOH members met to discuss Public Health long-term facility planning and possible application for a Community Development Block Grant (CDBG). The subcommittee agreed that public health administration and case management employees who are currently located at the City-County and Taylor Buildings should relocate for the short term to the lower level of the Murray Building once construction of the southeast corner is complete. Public Health will apply for a \$450,000 CDBG to help with the remodel. In answer to a question from Mr. Benish, Ms. Reynolds said that the location of staff off-site from the Murray Building and Public Health's shared space with PureView will not affect our accreditation review.

Meeting Locations for the Board of Health Meetings: Ms. Reynolds asked Board members their thoughts of where the BOH should meet besides the Commission Chambers. They requested that the Commission Chambers continue to be used for variance hearings. They were indifferent to city-county rooms 226 and 326. They added that they would like to have natural light if possible.

Health Officer Report:

Public Health has hired Linda Gleason as a part-time public health nurse for the immunization program. The department has initiated recruitment efforts for a part-time emergency preparedness coordinator and a licensed establishment sanitarian.

Ms. Reynolds highlighted the 2015-6 Community Health Report presentations (page 8 of the board packet).

The air quality program has seen a total of eleven poor air-quality episodes from November 1, 2015, through January 19. During the same time period, the department issued 42 warnings or notices of violation to individuals burning wood stoves in violation of outdoor air quality regulations.

Public Health staff is working on improving their performance measures and workload indicators as part of an accreditation quality-improvement measure. They will present them to the Commissioners during the budget process and will provide an update to the Board at the next meeting.

BOARD MEMBER DISCUSSION *continued*

East Helena Controlled Groundwater Institutional Controls Update: Kathy Moore, Environmental Services Division Administrator, announced that the Montana Department of Natural Resources and Conservation has completed a public-comment period and revision of the draft East Helena Controlled Groundwater Institutional Controls and is now in the process of finalizing rules.

Ms. Moore reminded the Board of the Montana Environmental Trust Group (METG) public meeting and open house invitation (page 28 of the board packet) and the public-comment request from the Montana Department of Environmental Quality regarding the proposed listing of the Blackfoot Post Yard near Lincoln, Montana (pages 29-35 of the board packet).

There being no public comment, the meeting adjourned at 2:59 p.m.

Anne Weber, Chair

Melanie Reynolds, Secretary

**LEWIS & CLARK CITY/COUNTY BOARD OF HEALTH
Helena, Montana**

BOARD AGENDA ITEM

Meeting Date

February 25, 2016

Agenda Item No.

4

Minutes Board Member Discussion Staff & Other Reports Action Hearing of Delegation

AGENDA ITEMS Quality Improvement Council in Action

PERSONNEL INVOLVED: Quality Council Improvement members

BACKGROUND The Quality Improvement Council will give a presentation on quality improvement and performance measure efforts at Lewis and Clark Public Health.

HEALTH DIRECTOR'S RECOMMENDATION: N/A

ADDITIONAL INFORMATION ATTACHED

BOARD ACTION:

NOTES:

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
Benish						
Geise						
Johnson						
Kultgen						
Serstad						
Smith						
St. Clair						
Weber						



PDSA: Plan-Do-Study-Act

Also called Rapid Cycle Improvement, PDCA (Plan-Do-Check-Act)

What is PDSA?

PDSA is a four-stage problem-solving model adopted by **Lewis and Clark Public Health** to carry out quality-improvement initiatives. The cycle is meant to be ongoing.

1 Plan

1. **Recruit a team** that has knowledge of the problem.
2. **Draft an “aim statement”** that answers these fundamental questions: What are we trying to accomplish? How will we know that a change is an improvement? What change can we make that will result in improvement?
3. **Describe our current process:** What are we doing now? How do we do it? What are the major steps in the process? How long does the process take? What is done well? What could be done better?
4. **Write a “problem statement.”** Clearly summarize the team’s consensus on the problem.
5. **Identify and analyze root causes** of the problem.
6. **Develop alternatives.** Choose one or more alternatives that you believe will best help you reach your objective and maximize your resources.
7. **Develop an action plan.**

2 Do

1. Start to implement your action plan.
2. Collect data as you go.
3. Document problems, unexpected effects, and general observations.

3 Study

Use the aim statement drafted in step 1 and the data gathered in step 2 to determine:

1. Did the plan result in improvement? How much?
2. Was the action worth the investment?
3. Do you see trends?
4. Were there unintended consequences?

4 Act

If the team determines that the plan resulted in success, standardize the improvement and begin to use it regularly. If the team determines that a different approach would be more successful, return to step 1 and develop a new plan.



Health Mill funds are levied through tax bills to promote public health in our community. The Health Mill is used to support overall public health infrastructure for the operations of Lewis and Clark Public Health. Specific uses include support of communicable disease control, community nursing services to underserved and rural populations, environmental health concerns related to air and water quality, and education and data collection that support the ten essential public health services. Mill Funds are essential to support administrative staffing of Lewis and Clark Public Health.

The ten essential public health services are:

1. Monitor health status to identify community health problems.
2. Diagnose and investigate health problems and health hazards in the community.
3. Inform, educate, and empower people about health issues.
4. Mobilize community partnerships to identify and solve health problems.
5. Develop policies and plans that support individual and community health efforts.
6. Enforce laws and regulations that protect health and ensure safety.
7. Link people to needed personal health services and assure the provision of health care when otherwise unavailable.
8. Assure a competent public health and personal health care workforce.
9. Evaluate effectiveness, accessibility, and quality of personal and population-based health services.
10. Research for new insights and innovative solutions to health problems.

GOALS & OBJECTIVES *(As outlined in the 2014 – 2017 Department Strategic Plan)*

Enhance communication and partnerships to improve public health.

- Improve awareness of the role and importance of public health and the Department.
- Ensure easy access to public health services and information.
- Increase internal coordination among department divisions and programs.
- Coordinate partners to assess progress toward community health improvement goals.

Provide quality public health services, plans and policies.

- Maintain effective core public health services.
- Ensure the Department identifies, addresses, and assesses public health needs.

Recruit and retain a well-trained, competent workforce.

- Enhance professional skills and performance.
- Improve employee work-life balance.

Maximize resources to support Lewis and Clark Public Health in order to address its identified priorities and goals.

- Improve the budget development process.
- Secure funding to address identified goals and priorities.
- Provide an efficient physical workplace.
- Improve public health service management by improving its information systems (IT).

WORKLOAD INDICATORS

Public Health Administration and Communications	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	GOALS FY2016	FY 2016 Qtr 1-2
1 Number of Perf. Management Team Meetings	N/A	N/A	N/A	24	0
2 Number of performance appraisals completed	17	28	15	45	20
3 Complete and distribute to senior management a monthly communications and marketing dashboard.	N/A	N/A	N/A	12	6
Communicable Disease and Prevention					
1 Number of immunizations administered except influenza.	3,560	2,922	2,935	3,000	2,413
2 Number of influenza vaccines administered.	N/A	2,422	2,299	2,500	1,796
3 Number of contacts to cases of:					
Chlamydia	N/A	N/A	N/A	--	106
Gonorrhea	N/A	N/A	N/A	--	13
Pertussis	N/A	N/A	N/A	--	157
4 Number of PHN communicable disease case investigations.	535	472	578	0	175
5 Number of immunization records assessed at schools, licensed child care, and WIC.	N/A	N/A	N/A	1,000	805
6 Number of rural county school students screened for:					
Scoliosis (Q3 & Q4)	N/A	N/A	N/A	—	0
Vision	N/A	N/A	N/A	—	49
Hearing (Q2)	N/A	N/A	N/A	—	57
Dental (Q3)	N/A	N/A	N/A	—	19
Environmental Services					
1 Number of Investigations for environmental-related issues (exclusive of junk vehicles and air quality)	N/A	N/A	N/A	—	27
2 Number of notices of violation (exclusive of junk vehicle and air quality)	N/A	N/A	N/A	—	15
3 Number of new certified on-site wastewater system installers.	N/A	N/A	N/A	—	0
4 Number of septic systems inspected.	N/A	N/A	N/A	230	121
5 Number of issued septic system permits.	290	240	293	230	109
6 Number of sites evaluated.	151	148	292	154	71
7 Total number of failed systems identified.	N/A	N/A	N/A	30	12
8 Number of illegal septic systems identified.	N/A	N/A	N/A	15	2
9 Number of variances to the on-site wastewater regulation.	N/A	N/A	N/A	—	5
10 Number of subdivision lots reviewed.	74	36	162	60	34

PERFORMANCE MEASURES

Public Health Administration and Communications	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	GOALS FY2016	FY2016 Qtrs 1-2
1 Complete Public Health Workforce Development Plan.	N/A	N/A	N/A	Yes	Yes
2 Complete Community Health Assessment.	N/A	N/A	N/A	Yes	Yes
3 Increase the number of QI projects.	N/A	N/A	N/A	Yes	HP
4 Complete Public Health Ethics Policy/Protocol.	N/A	N/A	N/A	Yes	LP
5 Implement trainings from Workforce Plan.	N/A	N/A	N/A	Yes	Yes
6 Develop annual communications plan for the department.	N/A	N/A	N/A	Yes	No
7 Implement communications plan.	N/A	N/A	N/A	Yes	No
8 Implement social media plan.	N/A	N/A	N/A	Yes	Yes
Communicable Disease & Prevention					
1 Percent of contacts to communicable disease case that public health could not locate.	N/A	N/A	N/A	0%	9%
2 Percent of contacts to communicable disease case that completed preventive treatment.	N/A	N/A	N/A	100%	91%
3 Percent of contact investigations completed:					
Gonorrhea	N/A	N/A	N/A	100%	95%
Chlamydia	N/A	N/A	N/A	100%	80%
Pertussis	N/A	N/A	N/A	100%	99%
4 Percent of 19 month olds in licensed care facilities with up to date immunization.	N/A	N/A	N/A	100%	95%
5 Percent of Lewis & Clark County school children with up to date immunizations. (Q3-Q4)	N/A	N/A	N/A	100%	—
6 Percent of WIC participants, aged 2 years, who are up to date with immunizations.	N/A	N/A	N/A	100%	86%
Environmental Services					
1 Percent of identified failed systems that are corrected.	N/A	N/A	N/A	100%	41%
2 Percent of installed systems that are approved (Number of systems inspected that are approved/number of systems installed).	N/A	N/A	N/A	100%	100%
3 Percent of notice of violations issued that have been corrected.	N/A	N/A	N/A	100%	50%
4 Investigate all reported emergency violations of onsite wastewater regulations within one business day.	Yes	Yes	Yes	Yes	Yes

LICENSED ESTABLISHMENT INSPECTIONS FUND 107

The Environmental Health Specialists inspect licensed establishments and review plans for new establishments to assure that they meet requirements for licensure. Licensed establishments include food service establishments, motels, hotels, trailer courts, campgrounds, swimming pools, day care centers, and licensed group homes.

GOALS & OBJECTIVES

- Prevent disease outbreaks associated with licensed establishments.
- Inspect licensed establishments in Lewis & Clark County as mandated by state law.
- Train food service and childcare workers in food safety.
- Promote excellent safety practice in restaurant and recreational water venue businesses.

WORKLOAD INDICATORS

	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Number of inspections completed					
food facilities	506	425	421	400	312
pools	109	106	107	100	37
public accomodations	37	10	34	40	31
temporary food operations	N/A	N/A	N/A	—	16
trailer courts	83	95	69	80	65
day care centers	31	34	37	30	17
group homes	19	20	16	20	7
2 Number of food facilities with 4 or more risk factor violations.	N/A	N/A	N/A	0	7
3 Number of education classes provided.	N/A	N/A	N/A	10	6
4 Number of people trained:					
Food Safety - 3 hour class	N/A	N/A	N/A	—	42
ServSafe Manager classes	N/A	N/A	N/A	—	27
5 Number of facilities that send employees to LCPH basic food safety training.	N/A	N/A	N/A	—	8
6 Number of plans reviewed.	47	42	41	45	20
7 Number of food, water, or vector borne communicable disease investigations.	96	66	77	0	53
8 Number of disease clusters identified.	N/A	N/A	N/A	0	2
9 Number of communicable disease cases where preventive education provided.	N/A	N/A	N/A	—	39
10 Number of Farmers Market food license exemptions issued.	N/A	N/A	N/A	—	5
11 Number of Special Event Permits issued.	N/A	N/A	N/A	—	44
12 Number of citizen complaints.					
Licensed Establishment	N/A	N/A	N/A	—	17
Mold	N/A	N/A	N/A	—	2
Bedbugs	N/A	N/A	N/A	—	9
Potential Rabies Exposure	N/A	N/A	N/A	—	18

PERFORMANCE MEASURES

	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Percent of food facilities at risk level 3-4 routine inspections done Jan-March.	N/A	100%	N/A
2 Percent of food facilities at risk level 2 routine inspection done April-June.	N/A	100%	N/A
3 Percent of food facilities at risk level 1 routine inspections done July-Dec.	N/A	100%	65%
4 Consumer complaints responded to within 2 business days.	N/A	Yes	Yes
5 Percent of seasonal inspections completed as required.			
Summer	N/A	100%	69%
Winter	N/A	100%	93%
6 Percent of establishments that receive Gold Fork Awards.	N/A	100%	N/A
7 Percent of establishments that receive Silver Fork Awards.	N/A	100%	N/A
8 Percent of establishments that received Silver award last year that got Gold Award this year.	N/A	100%	N/A
9 Percent of Food Safety awards that are repeat awards.	N/A	100%	N/A
10 Percent of water venue establishments that receive Gold and Silver Buoy Awards.	N/A	100%	N/A
11 Percent of Gold and Silver Buoy awards that are repeat awards.	N/A	100%	N/A
12 Percent of communicable disease cases with complete information required for MIDIS report.	N/A	100%	64%
13 Percent of persons with cases of communicable disease contacted within 24 hours of when Public Health receives report.	N/A	100%	72%
14 Percent of disease clusters that receive education, further investigation.	N/A	100%	100%
15 Percent of pools closed during inspection.	N/A	0%	0%
16 Percent of complete plans that are reviewed within 30 days.	N/A	100%	96%

HIV PREVENTION SERVICES FUND 191

Lewis and Clark Public Health provide HIV/AIDS prevention services. Services include anonymous testing and counseling, primary prevention activities such as outreach to high-risk, hard-to-reach target populations, an early intervention program for newly HIV positive persons, and education presentations for organizations. Public health nurses do partner notification work for all HIV positive individuals. We work with the Lewis and Clark AIDS Project, a community-based organization, to increase HIV/AIDS prevention efforts.

GOALS & OBJECTIVES

- Prevent outbreaks of HIV infection.
- Provide anonymous testing and counseling for HIV.
- Provide outreach to high risk, hard to reach populations.
- Provide counseling, referral, and support services to newly HIV positive persons.
- Complete partner notification of all newly identified HIV positive individuals.

WORKLOAD INDICATORS

	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Number of HIV tests performed.	90	56	74	85	46
2 Number of HIV infections identified.	0	0	0	0	0
3 Number of contacts to cases of HIV.	N/A	N/A	N/A	0	0

PERFORMANCE MEASURES

	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
Percent of contact investigations to HIV cases that are completed.	N/A	100%	100%

PUBLIC HEALTH EMERGENCY PREPAREDNESS FUND 196

The Public Health Emergency Preparedness Project funds are for Lewis & Clark County to enhance its ability to respond to threats to public health, including natural disaster and communicable disease outbreaks.

GOALS & OBJECTIVES

- Enhance the ability of the department to respond to threats to public health.
- Update Lewis and Clark Public Health's Emergency Response Plans.
- Improve our ability to disseminate health information quickly to St. Peter's hospital, VA hospital, physicians, and the public.
- Improve our ability to respond quickly to control an outbreak of disease by being able to accept reports of communicable disease at all hours, and by performing active surveillance.
- Train staff to be able to respond to a public health emergency.
- Exercise our Emergency Response Plan both internally and with our community partners.

WORKLOAD INDICATORS

	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Number of emergency response plans reviewed or updated.	5	7	3	5	3
2 Number of Health Alert Network messages sent.	52	35	39	36	10

PERFORMANCE MEASURES

	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Percent of new Public Health staff who have completed NIMS 100 & 700 within two months of being hired.	N/A	100%	50%
2 Percent of required staff who have completed ICS 200,300,& 400.	N/A	100%	15%
3 Percent of up-to-date plans and protocols per PHEP and Accreditation Schedule.	N/A	100%	90%
4 Number of community-wide tabletop or functional exercises Lewis and Clark Public Health participates in annually.	N/A	—	0
5 Percent of Local Emergency Planning Committee meetings attended by PHEP staff.	N/A	100%	100%
6 Percent of After Action Reports completed within one month of the end of a public health incident.	N/A	100%	0%
7 Percent of corrective action items completed within the time frame designated in the after action plan.	N/A	100%	0%

**LEAD EDUCATION & ASSISTANCE PROGRAM
FUND 102**

The East Helena Lead Education and Assistance Program is funded by Asarco bankruptcy funds administered by EPA. The program's goal is to reduce human exposure to environmental sources of lead by providing lead education to the community; providing blood lead screening; advocating for local residents regarding lead related issues; implementing institutional controls; administering and enforcing a soils regulation; incorporating soil information into an online GIS; and performing environmental assessments in homes within the East Helena Superfund area.

GOALS & OBJECTIVES

- Provide lead education to the community so that lead safe practices are used to reduce lead exposure
- Provide blood lead screening for residents living within the Superfund area.
- Advocate for local residents on lead related issues
- Implement and administer institutional controls as outlined in the Institutional Controls Plan 2013
- Administer the Regulations Governing Soil Displacement and Disposal in the East Helena Superfund Area in Lewis and Clark County, Montana

WORKLOAD INDICATORS

	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	GOAL FY2016	FY2016 Qtr 1-2
1 Number of newsletters and articles published in the last quarter.	N/A	N/A	N/A	1	3
2 Number of educational contacts discussing the Superfund area contaminants.	16	827	110	20	683
3 Number of persons certified to displace soil annually.	N/A	N/A	N/A	30	14
4 Number of soil displacement permits issued.	N/A	N/A	N/A	50	25
5 Number of soil regulation violations issued.	N/A	N/A	N/A	—	0
6 Number of residential environmental assessments.	N/A	N/A	N/A	10	2
7 Number of East Helena area residents screened for blood lead levels.	N/A	N/A	N/A	10	6
8 Number of elevated blood lead levels above 5ug/dl for East Helena area residents.	N/A	N/A	N/A	0	6

PERFORMANCE MEASURES

	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Percentage of all elevated blood lead levels follow-ups for East Helena area residents.	N/A	0%	71%
2 Percent of soil displacement activities that are permitted (Number of permits/Number of 811 calls).	N/A	100%	58%
3 Percent of activities without a violation (Number of permits in compliance/Number of permits issued).	N/A	100%	100%

JUNK VEHICLE FUND 104

The Montana Department of Environmental Quality contracts with Lewis and Clark Public Health to implement the requirements of the Motor Vehicle Recycling and Disposal Act which requires vehicles that are unlicensed, substantially wrecked and/or inoperable to be shielded from public view, removed for disposal, or licensed. The Program maintains a JV hauling truck and offers free removal of junk vehicles to a local recycling facility. Quantity of vehicles hauled is dependent on metal prices and voluntary surrender by owners. Annual and complaint inspections of licensed vehicle wrecking facilities are also conducted under this program.

GOALS & OBJECTIVES

- Decrease the number of junk vehicles in the county.
- Provide free recycling of junk vehicles for residents of the county.

WORKLOAD INDICATORS

	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Number of junk vehicles transported.	9	4	31	20	13
2 Number of media hits.	0	23	0	2	1

PERFORMANCE MEASURES

	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Accurate and timely fiscal report approved by DEQ.	Yes	Yes	Yes	Yes	Yes
2 Percentage of requested junk vehicle removals completed.	75%	100%	100%	100%	100%
3 Percentage of complaints resolved.	75%	100%	100%	100%	75%

OUTDOOR AIR QUALITY/AIR POLLUTION CONTROL FUND 186

The Montana Department of Environmental Quality contracts with Lewis & Clark Public Health to monitor air pollution and improve air quality to protect human health. Air quality pollution monitors located at Rossiter School run every third day throughout the year. Sanitarians inspect for violations of the Outdoor Air Quality Regulations; enforce pollution control measures including restrictions of the types of fuels that can be burned and violations of state opacity standards (the density of the smoke emanating from chimneys); and restrict the use of non-EPA certified residential wood burning stoves poor air quality days.

GOALS & OBJECTIVES

- Maintain Class II airshed status by maintaining EPA air quality standards.
- Protect public health through updated and effective outdoor air quality regulations.
- Provide public education on outdoor air quality and its effects on human health.
- Provide public education on living safely with wildfire smoke.
- Provide continuous monitoring of air quality within the airshed.

WORKLOAD INDICATORS

	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	GOAL FY2016	FY2016 Qtr 1-2
1 The number of notices of violation issued .	N/A	N/A	N/A	—	3
2 The number of notices of violation issued during air monitoring season.	N/A	N/A	N/A	—	3
3 Number of poor air quality Nov 1st-Mar 1st.	N/A	N/A	N/A	0	4
4 Number of air quality days in the fiscal year:					
Good days	280	354	336	365	131
Watch days	41	11	18	0	12
Poor days	13	3	7	0	11

PERFORMANCE MEASURES

	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 The percent of poor air quality days occurring Nov 1st-Mar 1st.	N/A	0%	16%
2 DEQ acceptance rate on air monitoring activities and filters submitted.	N/A	Yes	Yes

**SEPTIC MAINTENANCE PROGRAM
FUND 251**

Well-managed decentralized wastewater treatment systems are a cost effective and long term option for meeting public health and water quality goals. For this reason, Lewis and Clark Public Health implements a program of routine inspection of septic systems to protect public health, preserve valuable water resources and maintain economic vitality in the community.

GOALS & OBJECTIVES

- Protect the health and safety of the residents of Lewis and Clark County by preserving and protecting surface and ground water quality.
- Identify failed or malfunctioning septic systems through regular inspections and reporting.
- Improve and facilitate routine maintenance of septic systems for optimal performance.

WORKLOAD INDICATORS

	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Number of failed systems identified through the septic maintenance	N/A	N/A	N/A	—	5
2 Number of operation and maintenance notifications mailed to septic system owners.	N/A	N/A	N/A	2,400	873
3 Number of inspectors certified.	N/A	N/A	N/A	10	0

PERFORMANCE MEASURES

	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
Percent of all septic systems that have completed requirements of the septic maintenance program.	N/A	100%	58%

WATER QUALITY PROTECTION DISTRICT FUND 203

The Water Quality Protection District was created in July 1992 to preserve, protect and improve water quality within district boundaries. The District includes all of Lewis and Clark County; but is active only within the fee-assessed area defined as the areas that recharge the Helena Valley alluvial aquifer, including Helena and East Helena. .

GOALS & OBJECTIVES

- To protect, preserve and improve water quality within District boundaries.

WORKLOAD INDICATORS

	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Number of volunteer hours donated by members of the public for all District activities.	N/A	50	26
2 Number of presentations and events (events include only those with public participation that we plan or sponsor).	N/A	3	7
3 Number of students participating in Water Watchers.	N/A	1,400	800

PERFORMANCE MEASURES

	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Percent of drinking water samples above Maximum Contaminant Levels (Out of 8 samples).	N/A	0%	88%
2 Percent of surface water samples above Total Maximum Daily Load.	N/A	0%	N/A
3 Achieved targeted length of stream channel restoration.	N/A	Yes	Yes
4 Percentage of 4th and 5th graders participating in Water Watchers	N/A	100%	50%

**LAKE HELENA WATER SHED PROJECT
FUND 123**

The project will address water quality within the Lake Helena watershed by;

- The development of a watershed restoration plan.
- Conduct a restoration project on the lower end of Prickly Pear Creek.
- Conduct project effectiveness and continued volunteer monitoring of impaired streams within the watershed.
- Continue outreach and education to all landowners on activities and issues of the watershed through festivals, school events, newsletters and watershed meetings.

GOALS & OBJECTIVES

- Address water quality impaired streams in the watershed.
- Conduct outreach & education to landowners.

WORKLOAD INDICATORS

	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Number of newsletters distributed.	2	1	2	1	0
2 Number of watershed group meetings.	3	4	3	2	1

PERFORMANCE MEASURES

	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Completion of stream project LOMR (letters of map revision) and signs.	N/A	N/A	N/A	Yes	Yes
2 Completion of watershed restoration plan.	N/A	N/A	N/A	Yes	Yes
3 Four watershed group meetings conducted.	HP	LP	HP	Yes	LP
4 Conducted one seminar/workshop/festival per year.	HP	HP	LP	Yes	Yes

The Chronic Disease Prevention Program includes Comprehensive Cancer Control and Tobacco Use Prevention contracts. Many of the activities and goals of these contracts overlap. They cover a multi-county jurisdiction including Lewis and Clark, Jefferson, Broadwater, and Meagher. A team approach to addressing chronic disease allows greater flexibility to develop the program based on community need, expand potential funding sources, and create an identifiable overarching service provided through Lewis and Clark Public Health. Both programs focus on population-based health, with strong emphasis on targeted outreach and education, advocacy and policy interventions.

COMPREHENSIVE CANCER CONTROL FUND 174

The Comprehensive Cancer Control staff provides public education, community outreach, and cancer screening services to residents of Lewis and Clark, Broadwater, Jefferson, and Meagher counties. The program implements evidence-based interventions to prevent cancer and increase cancer screening rates in the region. The screening services target under/uninsured men and women ages 30-60 who meet financial eligibility guidelines. Breast, cervical and colorectal cancer screenings are available through the program. Case management and patient navigation services are available for women in the program who are diagnosed with breast or cervical cancer. Community funding from United Way and Safeway make available services for people in need who do not meet program eligibility requirements. Worksite wellness support is offered to businesses and schools in order to adopt comprehensive worksite wellness initiatives as a strategy to decrease chronic disease in the adult population.

GOALS & OBJECTIVES

- Fewer residents in the region develop cancer.
- Existing cancers are detected and treated early.
- Morbidity and mortality from cancer is reduced.

WORKLOAD INDICATORS

	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Number of low income residents screened for breast, cervical or colorectal cancer.	N/A	280	78
2 Percent of enrollees in the Cancer Screening Program that report hearing about the screening program through community outreach efforts.	N/A	20%	42%
3 Percent of enrollees to the screening program that are referred by a provider.	N/A	80%	58%
4 Percentage of screening program participants with detected breast, cervical, or colorectal cancer who receive treatment.	N/A	100%	100%
5 Number of clinics that have implemented evidence-based practices to provide cancer screenings.	N/A	1	0
6 The number of organizations and businesses that adopt comprehensive worksite wellness policies.	N/A	5	0
7 Number of community sites provided promotional material related to cancer prevention.	N/A	75	49
8 Average number of partners actively engaged in the Health Communities Coalition.	N/A	35	81

PERFORMANCE MEASURES

	GOALS FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Age-adjusted incident rate for breast cancer (L&C County). *	N/A	109	End of Year Data
2 Age-adjusted incident rate for breast cancer (L&C County). *	N/A	41	End of Year Data
3 Age-adjusted mortality rates for breast cancer for State. *	N/A	20	End of Year Data
4 Age-adjusted mortality rates for colorectal cancer for State. *	N/A	13	End of Year Data
5 Age-adjusted incident rate for cervical cancer for State. *	N/A	6.9	End of Year Data

*per 100,000

TOBACCO USE PREVENTION PROGRAM FUND 188

The Lewis & Clark County Tobacco Use Prevention Program serves both Lewis & Clark and Broadwater counties to raise community awareness about the harmful health effects of tobacco. The program strives to reduce tobacco use and exposure to secondhand smoke among youth and adults, develop and implement tobacco prevention policies, counter Big Tobacco messaging, and encourage cessation through promotion of the Montana Tobacco Quit Line. The program partners with the community, works with area schools to enhance tobacco control policies and tobacco prevention education, and collaborates with health groups, prevention organizations, and citizens to reduce the burden of tobacco-related disease and preventable death in our community.

GOALS & OBJECTIVES

- Reduce tobacco use and lower exposure to second hand smoke.
- Reduce tobacco related diseases and deaths in Lewis and Clark and Broadwater counties.

WORKLOAD INDICATORS

	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Number of tobacco free policies adopted.	N/A	1	0
2 Number of businesses and schools supported to establish and implement tobacco free places.	N/A	4	6
3 Number of youth activism events held in Lewis and Clark and Broadwater Counties.	N/A	11	2
4 Number of youth involved in youth empowerment activities.	N/A	66	95
5 Number of activities associated with community awareness and education campaign regarding Tobacco Free Parks.	N/A	18	14
6 Number of paid or earned media on tobacco use prevention and Quitline contact information.	N/A	15	28

PERFORMANCE MEASURES

	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Percent of adults who currently smoke every day or some days (State BRFSS)	N/A	19%	End of Year Data
2 Percent of middle school and high school students who have ever smoked one or more cigarettes (L&C MPNA 2014).	N/A	25%	End of Year Data
3 Percent of middle school and high school students who report ever using chewing tobacco, snuff, or dip (L&C MPNA 2014).	N/A	18%	End of Year Data
4 Percent of women who smoke during pregnancy (2014 Kids Count).	N/A	17%	End of Year Data

**WOMEN, INFANTS, & CHILDREN (WIC) PROGRAM
FUND 177
PEER BREASTFEEDING FUND 182**

The supplemental nutrition program for Women, Infants, and Children (WIC) provides health and nutrition assessment, education and food benefits. The program serves pregnant, breastfeeding women, infants, and children to age five. Supplemental food specific to individual nutritional issues is provided through vouchers redeemable at grocery stores. Eligibility is determined by nutritional assessment and income. WIC is one of the primary referral sources to many other social service and health programs in the department and in the community. The program sees an average of 1000 participants a month and works closely with the Healthy Families home visiting program to provide comprehensive nutrition education and breastfeeding support to families in Lewis and Clark County. WIC brings almost \$1 million dollars to Lewis and Clark County annually through redeemed WIC checks. WIC includes two special projects: Farmers' Market Nutrition Program and Peer Breastfeeding Counseling.

GOALS & OBJECTIVES

- Women, infants, and children who participate in WIC have improved health, safety, and nutrition.
- WIC participants have a positive retail experience.
- The WIC program maintains funding and is compliant with the State Plan.
- WIC participants have increased knowledge of and engagement in healthy lifestyle behaviors.
- WIC participants have increased access to healthy foods.
- Those women, infants, and children, who are eligible to participate, do.
- WIC participants have access to needed community resources.

WORKLOAD INDICATORS

	ACTUAL FY2013	ACTUAL FY 2014	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Revenue generated through billing for nutrition services.	N/A	N/A	N/A	\$10,000	\$7,375
2 Percent of benefits redeemed.	N/A	N/A	N/A	85%	78%
3 Average number of participants.	N/A	N/A	N/A	1,000	937
4 Average number of FTEs per clients served.	N/A	N/A	N/A	300	243
5 Number of referrals to Healthy Families.	N/A	N/A	N/A	500	270

PERFORMANCE MEASURES

	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Percent of pregnant women on WIC who report during their 3rd trimester not smoking.	N/A	N/A	N/A	85%	End of Year Data
2 Percent of 2-4 year olds on WIC who are overweight or obese.	N/A	N/A	N/A	15%	End of Year Data
3 Percent of pregnant women enrolled in WIC who deliver after 37 completed weeks.	N/A	N/A	N/A	90%	End of Year Data
4 Percent of infants on WIC who are breastfeeding (fully) at 3 months.	N/A	N/A	N/A	30%	End of Year Data
5 Percent of fruit and vegetables and Farm Direct Benefits redeemed.	N/A	N/A	N/A	100%	End of Year Data
6 Percent of eligible participants that are enrolled.	N/A	N/A	N/A	30%	End of Year Data
7 WIC program maintains its Tier 1 status.	N/A	N/A	N/A	Yes	End of Year Data

**HEALTHY FAMILIES HOME VISITING PROGRAMS:
SAFE SCHOOLS, HEALTHY STUDENTS, FUND 150
ASTHMA HOME VISITING, FUND 160
MATERNAL CHILD HEALTH BLOCK GRANT, FUND 178
CHILDREN'S TRUST FUND, FUND 178
MATERNAL INFANT EARLY CHILDHOOD HOME VISITING EXPANSION, FUND 180
HEALTHY MONTANA FAMILIES PROJECT, FUND 189
TARGETED CASE MANAGEMENT, FUND 193
SAFECARE AUGMENTED, FUND 197**

Healthy Families home visiting program currently operates with eight different funding sources to provide comprehensive services to residents of Lewis & Clark County. The Healthy Families home visiting program provides voluntary, preventive in-home services to pregnant women and families with children ages 0 to 5. A variety of evidence-based home visiting programs teach parents about developmental milestones, increase family literacy, improve pregnancy outcomes, improve child health and development, and increase economic self-sufficiency. The home visiting team consists of registered nurses, a social worker, and a registered dietitian. The team provides attachment, stability, support, screening, education, community outreach and referrals, and advocacy to improve physical, cognitive, and emotional health outcomes for women, children and families. The home visiting program also coordinates the Fetal, Infant, Child, and Maternal Mortality review team (FICMMR). Home visiting staff actively participates in the Early Childhood Coalition of the Greater Helena Area to improve coordination of prevention efforts and services for young children and families.

GOALS & OBJECTIVES

- Parents have a supportive relationship where they are mentored, given individualized support and education and linked to community resources.
- Parents have the skills to provide a safe, stable, and nurturing environment for their children.
- Pregnant women, infants, and children have improved health outcomes.
- Evidence based home visiting models are implemented to fidelity.
- Early health concerns are identified through screening.
- Breastfeeding and asthma self-management is increased and tobacco exposure is decreased.
- Community organizations make appropriate referrals to Healthy Families home visiting.
- The number of families receiving duplicate services is decreased.
- Children with health concerns receive early intervention.
- Families have health insurance.
- Children have increased immunization rates.
- More families receive appropriate referrals.

WORKLOAD INDICATORS

HEALTHY FAMILIES	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Number of client visits.	1,785	1,702	1,727	1,600	909
2 Number of client contact hours.	N/A	N/A	N/A	2,400	3,402
3 Number of different agencies providing referrals to Healthy Families home visiting program.	N/A	N/A	N/A	20	13
4 Number of developmental & health screenings performed.	N/A	N/A	N/A	320	591
5 Percentage of clients screened with the ASQ and ASQ-SE that were referred to early intervention.	N/A	N/A	N/A	15%	23%
6 Number of referrals made for Healthy Families clients.	N/A	N/A	N/A	300	396

FICMMR	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 Number of fetal, infant, child, and maternal deaths reviewed by FICMMR team.	13	4	6	0	6
2 Number of FICMMR recommended prevention activities completed.	N/A	N/A	4	4	4

PERFORMANCE MEASURES

HEALTHY FAMILIES	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
1 At the completion of the Asthma Home Visiting program, the percent of clients that reported less emergency department or unscheduled asthma visits in the previous six months compared to enrollment.	N/A	N/A	N/A	80%	End of Year Data
2 Percent of women enrolled in First Breath Tobacco Cessation Program who are tobacco free during pregnancy.	N/A	N/A	N/A	90%	End of Year Data
3 stayed quit three months post partum. (Drenda will create a new measure.)					
4 Percent of pregnant women enrolled in Health Families who deliver after 37 completed weeks (2013 MIECHV L&C County Profile Report).	N/A	N/A	N/A	90%	End of Year Data
5 Percent of women enrolled in Health Families who breastfed their infants for at least three months (WIC data).	N/A	N/A	N/A	20%	End of Year Data
6 Percent of clients who completed the Healthy Families program successfully.	N/A	N/A	N/A	60%	End of Year Data

FICMMR	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	GOALS FY2016	FY2016 Qtr 1-2
Percentage of fetal, infant, child, and maternal deaths reviewed for preventability.	N/A	N/A	N/A	100%	End of Year Data

**BIG SKY HOME AND COMMUNITY SERVICES MEDICAID WAIVER CASE
MANAGEMENT
FUND 179**

**SEVERE DISABLING MENTAL ILLNESS MEDICAID WAIVER CASE MANAGEMENT
FUND 187**

**RYAN WHITE PART C
FUND 181**

**RYAN WHITE PART B
FUND 194**

The Senior and Long Term Care division at the Department of Public Health and Human Services contracts with Lewis and Clark Public Health to provide Case Management for persons who are elderly or persons with a disability, as an option to nursing facility care. A registered nurse/social worker team coordinates care in order to maximize the independence of the consumer. The team maintains an average caseload of approximately 120 consumers. Each consumer must be eligible for Medicaid and meet the level of care equal to that provided by a nursing facility. The team assesses, plans, implements and monitors an array of home care services for its consumers at a cost less than or equal to that of full-time residence in a nursing facility. There is currently a waiting list for services.

The Addictive and Mental Disorders Division of the Department of Public Health and Human Services contracts with Lewis and Clark Public Health to provide case management services to persons who are over 18 years old with a physical disability and severe mental illness as an option to institutional care. A registered nurse/social worker team coordinates care as described above. Each consumer must be eligible for Medicaid and meet the level of care equal to that provided by a nursing facility.

The team also provides services for the **Ryan White Parts B and C programs**, which provide case management, access to health care, and support services to individuals living with HIV/AIDS through a contract with the HIV/STD/Hep C division of the Department of Public Health and Human Services and a contract with Partnership Health in Missoula.

GOALS & OBJECTIVES

- Assist consumers to live as independently as possible in a community setting
- Assist recipients in obtaining outpatient and support services utilizing a variety of community resources and funding sources.
- Follow the principles of practice for HIV/AIDS care.
- The number of people requiring long term care who live in institutions is decreased.
- Increase in individuals living with a severe disabling mental illness experiencing recovery and improved health.

Public Health Home and Community Based Program

WORKLOAD INDICATORS

Severe Disabling Mental Illness (SDMI) & Senior and Long Term Care (SLTC)	ACTUAL FY2015	FY2016 Qtr 1-2
1 Average number of waiver slots that are filled for SDMI.	N/A	37
2 Average number of waiver slots that are filled for SLTC.	N/A	118
3 Average number of individuals on the waitlist for SDMI and the SLTC program per quarter.	N/A	64

HIV Treatment Programs B & C	ACTUAL FY2013	ACTUAL FY2014	ACTUAL FY2015	FY2016 Qtr 1-2
1 Average number of clients on the program.	36	26	25	19
2 Average number of quarterly contacts with clients.	N/A	N/A	N/A	101

PERFORMANCE MEASURES

Severe Disabling Mental Illness (SDMI) & Senior and Long Term Care (SLTC)	ACTUAL FY2015	FY2016 Qtr 1-2
1 Percent of stable or improved recovery markers for SDMI consumers.	N/A	80%
2 Percent of consumers that indicate that the waiver services improve their quality of life on annual satisfaction survey (SDMI).	N/A	100%
3 Percent of consumers that indicate that they would not be able to remain living in the community without the waiver services (SLTC)(Measured in the 4th quarter).	N/A	96%
4 Percent of consumers on the waitlist that are contacted quarterly (SLTC).	N/A	100%

HIV Treatment Programs B & C	ACTUAL FY2015	FY2016 Qtr 1-2
1 Percentage of HIV +clients that are adhering to their prescribed antiretroviral therapy.	N/A	83%
2 Percentage of HIV+ clients who have at least one medical visit within the past 12 months.	N/A	97%
3 Percentage of HIV+clients with CD4 (cluster of differentiation 4) greater than 200.	N/A	86%

LEWIS & CLARK CITY/COUNTY BOARD OF HEALTH
Helena, Montana

BOARD AGENDA ITEM

Meeting Date

February 25, 2016

Agenda Item No.

5

Minutes Board Member Discussion Staff & Other Reports Action Hearing of Delegation

AGENDA ITEMS Request for adoption of the Public Health Code of Ethics and the establishment of a Lewis and Clark Public Health Ethics Committee

PERSONNEL INVOLVED: Melanie Reynolds, Health Officer

BACKGROUND The Board will take action on the adoption of the Public Health Code of Ethics and the establishment of a Lewis and Clark Public Health Ethics Committee.

HEALTH DIRECTOR'S RECOMMENDATION: N/A

ADDITIONAL INFORMATION ATTACHED

BOARD ACTION:

NOTES:

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
Benish						
Eck						
Geise						
Johnson						
Kultgen						
Smith						
St. Clair						
Weber						



Lewis & Clark
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Lewis and Clark Public Health Ethics Committee

Purpose

The purpose of the Lewis and Clark Public Health Committee is to assist and advise the Board of Health and health department staff in making ethical decisions regarding the Health Department's policies and procedures.

Structure and Composition of the Committee

The Ethics Committee will be a standing committee reporting to the Board of Health. The committee consists of a board of health member, community member, representative of the county attorney's office, department medical director and the Health Officer. The members will have an interest in the ethical application of public health and health care policies and procedures. A committee chair will be chosen by the committee members.

Committee Operations

Upon receipt of a written request of the Board of Health or the Health Officer for advice and recommendations on a department policy or procedure, the committee shall convene to examine the issue. The committee is encouraged to invite both stakeholders impacted by the policy or procedure under consideration and non-stakeholders to provide input and perspectives to the issues. The committee shall use the Public Health Code of Ethics (Appendix A) to guide the discussion of the issue and the committee's recommendation. The committee shall develop a consensus recommendation and submit the final report to the Board of Health and the Health Officer. The recommendation is on-binding on the actions of the Board of Health.

Reporting

The committee shall file an annual report with the Board of Health of all issues that were deliberated and the resulting recommendations made by the committee.

(Board of Health approval of Ethics Committee granted on February 28, 2016)

Our mission is to improve and protect the health of all Lewis and Clark County residents.

Appendix A: Public Health Code of Ethics

- 1.** Public health should address principally the fundamental causes of disease and requirements for health, aiming to prevent adverse health outcomes.
- 2.** Public health should achieve community health in a way that respects the rights of individuals in the community.
- 3.** Public health policies, programs, and priorities should be developed and evaluated through processes that ensure an opportunity for input from community members.
- 4.** Public health should advocate and work for the empowerment of disenfranchised community members, aiming to ensure that the basic resources and conditions necessary for health are accessible to all.
- 5.** Public health should seek the information needed to implement effective policies and programs that protect and promote health.
- 6.** Public health institutions should provide communities with the information they have that is needed for decisions on policies or programs and should obtain the community's consent for their implementation.
- 7.** Public health institutions should act in a timely manner on the information they have within the resources and the mandate given to them by the public.
- 8.** Public health programs and policies should incorporate a variety of approaches that anticipate and respect diverse values, beliefs, and cultures in the community.
- 9.** Public health programs and policies should be implemented in a manner that most enhances the physical and social environment.
- 10.** Public health institutions should protect the confidentiality of information that can bring harm to an individual or community if made public. Exceptions must be justified on the basis of the high likelihood of significant harm to the individual or others.
- 11.** Public health institutions should ensure the professional competence of their employees.
- 12.** Public health institutions and their employees should engage in collaborations and affiliations in ways that build the public's trust and the institution's effectiveness

(Source: Public Health Leadership Society)

February 28, 2016

Our mission is to improve and protect the health of all Lewis and Clark County residents.

**LEWIS & CLARK CITY/COUNTY BOARD OF HEALTH
Helena, Montana**

BOARD AGENDA ITEM

Meeting Date

February 25, 2016

Agenda Item No.

6

Minutes Board Member Discussion Staff & Other Reports Action Hearing of Delegation

AGENDA ITEMS: Board Member Discussion

PERSONNEL INVOLVED: Board Members/Staff

BACKGROUND: Finance Director will discuss the finance report for January 2016; Ms. Shirley will give an update on the Community Health Improvement Plan 2016; Ms. Reynolds will present the Board of Health Vacancy and will give a brief update the subcommittee CDBG Grant Process.

HEALTH DIRECTOR’S RECOMMENDATION: N/A

ADDITIONAL INFORMATION ATTACHED

BOARD ACTION:

NOTES:

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
Benish						
Eck						
Geise						
Johnson						
Kultgen						
Smith						
St. Clair						
Weber						

2/17/2016 12:14

HEALTH DEPARTMENT MILL DOLLARS
 FUND 227
 FY 2016 COMPARISON : BUDGET VS YTD EXPENDITURES AND REVENUE
 July, 2015 -January, 2016

REVENUE	REVENUE RECEIVED YTD					TOTAL RECEIVED YTD	Budget Remaining	Budget Collected	% of Budget Collected	% of the year elapsed % of payroll	Prior Year to Date
	FY 2016 BUDGET	Administration	Community Health Promo	Environmental Health	Disease Ctrl & Prevention						
Taxes	\$ 1,137,554	\$ 613,107				\$ 613,106.66	\$ 524,447	53.90%	62%	29	\$ 695,461
Cost Allocation Recovery	\$ 206,915	\$ 102,211				\$ 102,211	\$ 104,704	49.40%			\$ 101,085
Health Insurance Credits	\$ 182,343	\$ 99,813				\$ 99,813	\$ 82,530	54.74%			\$ 88,757
Environmental Health Charges	\$ 106,095	\$ -				\$ 60,120.00	\$ 45,975	56.67%			\$ 101,455
Community Health Charges	\$ 209,043	\$ -				\$ 199,486.49	\$ 9,557	95.43%			\$ 135,000
Contracts/Grants	\$ 94,388	\$ 10,000				\$ 15,838	\$ 551	99.42%			\$ 64,136
Miscellaneous	\$ 22,500	\$ 2,999				\$ 7,515	\$ 9,003	59.99%			\$ 15,716
TOTAL REVENUE	\$ 1,958,838	\$ 828,130	\$ 52,769	\$ 78,333.00	\$ 222,839	\$ 1,182,071.12	\$ 776,767	60.35%			\$ 1,201,609
							FY 15 Verizon stlmnt				\$ 91,637.00
							Adjusted Prior Yr Revenue				1,109,972.24

FTE 4.31
 30.27%
 1.70
 11.94%
 \$
 0.15
 2.15
 6.08
 42.70%
 14.24

YEAR TO DATE
 ACTUAL EXPENDITURES

PERSONNEL	FY 2016 BUDGET					TOTAL YTD SPENT	Budget Remaining	% of Budget Spent	Prior Year to Date
	Administration	Community Health Promo	Environmental Health	Disease Ctrl & Prevention					
Regular Salary	\$ 825,744	\$ 155,838	\$ 62,056	\$ 85,966.26	\$ 219,764	\$ 523,624.05	\$ 302,120	63.41%	\$ 474,471
Temporary/Seasonal Salary	\$ 2,207	\$ -	\$ -	\$ -	\$ 1,364	\$ 1,363.98	\$ 843	61.80%	\$ 2,439
Overtime	\$ 4,670	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,670	0.00%	\$ -
Term Pay/ Uncomp Absences	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (12,213)	--	\$ 148
Benefits	\$ 267,392	\$ 46,533	\$ 20,123	\$ 25,643.04	\$ 68,438	\$ 160,736.99	\$ 106,655	60.11%	\$ 141,455
Extra Pay Period Savings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
TOTAL PERSONNEL	\$ 1,100,013	\$ 202,371	\$ 82,179	\$ 111,609.30	\$ 301,779	\$ 697,938.25	\$ 402,075	63.45%	\$ 618,413

3

35

**YEAR TO DATE
ACTUAL EXPENDITURES**

OPERATIONS	FY 2016 BUDGET	Administration	Community Health	Promo	Environmental Health	Disease Chi & Prevention	TOTAL YTD SPENT	Budget Remaining	% of Budget Spent	Prior Year to Date
21.10 Office Supplies	\$ 6,880	\$ 5,827	\$ 249	\$ -	\$ 631.88	\$ 704	\$ 7,412.92	\$ (63)	108.22%	\$ 4,202
21.20 Minor Equipment	\$ 2,300	\$ -	\$ -	\$ 1,307	\$ 813.00	\$ 1,064	\$ 3,184.20	\$ (884)	138.44%	\$ 2,509
22.10 Operating Supplies	\$ 1,958	\$ 97	\$ -	\$ 1,153	\$ 805.99	\$ 1,040	\$ 3,085.04	\$ (1,137)	158.07%	\$ 854
22.21 Hep B Vaccine	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22.22 Slide Eligible	\$ 34,820	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22.23 Non Slide Non Travel	\$ 42,868	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22.24 Flu Vaccine	\$ 40,667	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22.25 Pneumonia Vaccine	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22.26 Travel Vaccines	\$ 23,827	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22.27 Lab Expenses	\$ 3,186	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22.60 Education	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23.10 Repair & Maintenance	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23.20 Gas & Oil	\$ 660	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
31.20 Postage	\$ 2,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
31.40 Vehicle Parking	\$ 992	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
31.45 Vehicle Title Work	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
31.60 Credit Card Fees	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
32.10 Printing	\$ 5,900	\$ 2,137	\$ -	\$ -	\$ 528	\$ 1,409.69	\$ 765	\$ 4,839.29	1,061	82.02%
33.10 Subscriptions	\$ 600	\$ 701	\$ -	\$ -	\$ -	\$ -	\$ 701.25	\$ (101)	116.88%	\$ 2,675
33.20 Advertising	\$ 4,700	\$ 7,181	\$ -	\$ -	\$ 178.00	\$ 750	\$ 8,109.00	\$ (3,409)	172.53%	\$ 1,283
33.30 Membership	\$ 8,900	\$ 7,494	\$ -	\$ -	\$ 437.50	\$ -	\$ 7,931.25	\$ 969	89.12%	\$ 5,380
33.60 Licenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
33.70 Education Awareness	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
33.80 Health Club Dues	\$ 543	\$ 45	\$ -	\$ -	\$ 105.00	\$ -	\$ 150.00	\$ 393	27.62%	\$ 308
34.10 Utilities (August)	\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200.00	\$ -	100.00%	\$ 222
34.50 Telephone	\$ 14,243	\$ 2,708	\$ -	\$ 1,026	\$ 1,732.58	\$ 2,946	\$ 8,430.32	\$ 5,813	59.19%	\$ 7,905
35.10 Professional Services	\$ 4,500	\$ 998	\$ -	\$ -	\$ -	\$ 933	\$ 1,870.66	\$ 2,629	41.57%	\$ 2,722
35.65 Parent Services (BCH)	\$ 8,000	\$ -	\$ 6,092	\$ -	\$ -	\$ -	\$ 6,092.34	\$ 1,908	76.15%	\$ 3,248
36.10 Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
36.50 Office Repair/Maint	\$ 11,689	\$ 4,743	\$ -	\$ -	\$ 76	\$ 406.00	\$ 5,301.45	\$ 6,388	45.35%	\$ 5,711
36.90 Vehicle Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
37.10 Travel	\$ 11,550	\$ 1,990	\$ -	\$ -	\$ 322	\$ 189.96	\$ 4,225.98	\$ 7,323	36.60%	\$ 5,955
37.50 Board Expenses	\$ 1,000	\$ 33	\$ -	\$ -	\$ -	\$ -	\$ 33.35	\$ 967	3.34%	\$ 73
38.10 Training	\$ 10,350	\$ 504	\$ 25	\$ -	\$ 369.00	\$ -	\$ 988.00	\$ 9,452	8.68%	\$ 797
39.10 Contracted Services	\$ 17,400	\$ 5,880	\$ -	\$ -	\$ 99.00	\$ 375	\$ 6,954.15	\$ 11,046	36.52%	\$ 11,096
39.20 Recruitment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50.10 Admin	\$ 40,459	\$ 70,930	\$ -	\$ -	\$ -	\$ -	\$ 70,929.50	\$ (30,471)	175.31%	\$ 335
50.11 HD Admin (Applied to grants)	\$ 4,561	\$ -	\$ 2,462	\$ -	\$ -	\$ -	\$ 2,462.00	\$ -	\$ -	\$ 20,207
50.20 Insurance	\$ 29,582	\$ 16,636	\$ -	\$ -	\$ 1,798	\$ -	\$ 18,434.13	\$ 8,962	62.32%	\$ 16,920
50.30 Rent	\$ 108,280	\$ 27,762	\$ 2,222	\$ -	\$ 22,397.49	\$ 14,510	\$ 68,891.13	\$ 41,389	61.79%	\$ 45,018
50.40 Technology	\$ 133,259	\$ 63,093	\$ -	\$ -	\$ -	\$ -	\$ 63,093.00	\$ 70,166	47.35%	\$ 52,634
80.10 Transfers Out match	\$ 282,661	\$ -	\$ 24,806	\$ -	\$ 5,895.00	\$ 118,657	\$ 149,358.79	\$ 133,302	52.84%	\$ 144,751
80.20 Transfers Out septic	\$ 42,379	\$ -	\$ -	\$ -	\$ 8,812.74	\$ -	\$ 8,812.74	\$ 33,566	20.80%	\$ 9,383
TOTAL OPERATIONS	\$ 906,914	\$ 218,697	\$ 40,323.90	\$ 46,495.36	\$ 302,613	\$ 608,129.73	\$ 294,508.51	\$ 67.05%	\$ 452,033	
CAPITAL EXPENDITURES	\$ 15,539	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL EXPENDITURES	\$ 2,022,466	\$ 421,068.01	\$ 122,502.74	\$ 158,104.66	\$ 604,392.57	\$ 1,306,067.98	\$ 716,398	64.58%	\$ 1,070,445.42	
Revenue Over (Under) Expenditures	\$ (563,628)	\$ (407,062)	\$ (569,734)	\$ (79,771.66)	\$ (381,553)	\$ (123,996.86)	\$ -	\$ -	\$ 131,163.82	

HEALTH DEPARTMENT MILL DOLLARS
 FUND 227
 BUDGET VS YTD EXPENDITURES AND REVENUE
 2/17/2018 12:15
 FY 2016 COMPARISON : BUDGET VS YTD EXPENDITURES AND REVENUE
 JULY 2015 - JANUARY 2016
 % of the year elapsed

CASH FLOW

BEGINNING CASH	\$ 790,058
REVENUES	\$ 1,958,898
EXPENDITURES	\$ 2,022,466
Restricted Cash (BCH DOWN)	\$ 36,666
ENDING CASH	\$ 689,762

CASH FLOW

BEGINNING CASH (from year)	\$ 885,329
REVENUES	\$ 1,182,071
EXPENDITURES	\$ 1,306,068
ENDING CASH (from year)	\$ 761,182
Restricted Cash (BCH DOWN)	\$ 36,666

90 Day Reserve = \$ 498,660
 Current Cash Reserve (In Days) 117



Attention

Board of Health Members

The following position is available:

- Vice-chair of the board
- Representative on PureView Health Center Board



**LEWIS & CLARK CITY/COUNTY BOARD OF HEALTH
Helena, Montana**

BOARD AGENDA ITEM

Meeting Date

February 25, 2016

Agenda Item No.

7

Minutes Board Member Discussion Staff & Other Reports Action Hearing of Delegation

AGENDA ITEMS: Health Officer's Report

PERSONNEL INVOLVED: Melanie Reynolds, Health Officer

BACKGROUND: Ms. Reynolds is providing a report on current Health Department issues.

HEALTH DIRECTOR'S RECOMMENDATION: N/A

ADDITIONAL INFORMATION ATTACHED

BOARD ACTION:

NOTES:

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
Benish						
Eck						
Geise						
Johnson						
Kultgen						
Smith						
St. Clair						
Weber						

Health Officer's Report, February 2016

This summary is to provide a brief overview of this month's activities. This report also includes reports from Public Health Division Administrators.

Administration

The Disease Control & Prevention Division recently hired a registered sanitarian, Kacie Noonan, in "Temporary/Part-Time position status". The DCP Division is still in the process of evaluating overall program needs and hiring the position in this status affords additional time for this purpose while still enabling the program to meet short-term obligations. This position performs regulatory inspections of licensed food facilities, public swimming pools, trailer courts, public accommodations (hotels, etc.), daycares, group homes, campgrounds, and small public water supply systems. These activities constitute essential local public health services and satisfy requirements to secure state Food and Consumer Safety grant funding.

The DCP Division is currently in the interview process to hire a part-time Emergency Preparedness Coordinator. The applicant pool includes several very strong candidates with significant experience in Public Health and Emergency Preparedness.

Linda Gleason a Public Health RN in the Immunization and Communicable Disease Program began her work on February 16. She graduated from Rutgers University School of Nursing with a BSN/RN and earned an MPH from Old Dominion University. Linda has more than 25 years of experience working as an RN in both acute care and community nursing, including the most recent 5 years as a Public Health Nurse in Fairfax County, VA (Washington DC area). Outside of work Linda has 10 year old twins and a husband to keep her on her toes and she particularly enjoys hiking Montana with her family.

Public Health Accreditation and Communications

The health department and St. Peter's Hospital collaborated to hold the first Community Health Improvement Planning (CHIP) meeting on Feb. 8. Close to 50 people, representing many sectors of the community, attended. This was the first of 3 meetings that will result in a Community Health Improvement Plan that all can use to move forward in addressing health issues in the county. The group has begun narrowing its focus to more specific health issues that it believes need to be priorities in the next 3 years. More information about the CHIP process is available on our website at <http://www.lccountymt.gov/health/about-us/health-improvement-plan.html>

Members of the department's Accreditation Work Group are hard at work trying to meet a self-imposed deadline of April 1 for collecting all documentation required for accreditation. The documentation must be submitted to the Public Health Accreditation Board (PHAB) by June 1 at the latest. Several weeks will be needed to review and prepare the documents for submission electronically.

The communications manager has been involved in helping to develop messaging and a logo for a Tobacco-Free Parks public education campaign led by the Helena Parks and Recreation Department. She also is working on promotional materials around Kick Butts Day (March 16) and Thru with Chew Week (Feb. 21-27).

Community Health Promotion

Healthy Families Home Visiting:

Healthy Families staff participated in the planning of "Paper Tigers," a documentary about trauma informed practices within the school setting. This event was a huge success selling out the Helena Middle School Auditorium. Staff was present to represent Public Health, early detection and intervention services, and the importance of adopting Adverse Childhood Experiences (ACEs) and trauma informed practices into all services available to families.

WIC:

During the monthly Home Visiting / WIC staff meeting, WIC staff co-presented with Healthy Families staff on the topic of marijuana use during pregnancy and breastfeeding. The two teams discussed standardized language to use when talking with pregnant and breastfeeding women about the risks associated with marijuana use.

Chronic Disease Prevention Programs:

The tobacco prevention staff presented our local process toward tobacco-free parks on a State-Wide webinar this month. Both our state partners and counties across Montana see our tobacco prevention program as a vital resource in passing tobacco-free policies.

Consented Referral System:

As of February 8, there are 31 agencies using the referral system to make and receive referrals for families in need of services. A total of 888 referrals have been made and 697 individuals referred since October 1, 2014, when the new system went live. 77% of individuals referred enrolled in services.

Environmental Services

Air Quality:

Health department staff met with Dr. Greg Holtzman of the Montana Department of Health and Human Services to discuss and implement a process to provide clear and consistent air quality messaging to schools during poor air quality events. The meeting arose due to concern that during wildfire smoke events, schools across the county and the state have different policies for allowing their students to play outside at recess, or to engage in sporting practice and events. Health department staff often advises schools to keep children indoors during poor air quality events, but schools can experience considerable pressure to hold sporting events in spite of advice to the contrary. Wildfire smoke presents

a health risk to children, particularly young children and those with asthma or other respiratory problems.

Communicable Disease Control and Prevention

Immunization/Communicable Disease Control

Zika infection (Zika) is spreading in multiple countries, primarily central and South America. Zika is not currently found in the continental United States, but cases have been reported in returning travelers. Zika is primarily spread to people through mosquito bites (*A. aegypti*, *A. albopictus*). Once the virus is in a person, it can spread through blood transfusion, sexual contact, and from mother to child.

The most common symptoms of Zika virus disease are mild fever, rash, joint pain, and conjunctivitis (red eyes); however, 80% of people with Zika infection experience no symptoms. Recently, there have been reports of microcephaly in babies of mothers who were infected with Zika virus while pregnant. Cases of Guillain-Barré syndrome (GBS) have also been reported. The CDC is intensely studying Zika to determine if GBS and microcephaly are directly attributable to infection. Currently, CDC recommends special precautions for pregnant women and women trying to become pregnant. The best way to prevent Zika is to prevent mosquito bites. Use insect repellents on your skin and clothes, wear long-sleeved shirts and long pants, stay in places with air conditioning or that use window and door screens, and limit or discontinue travel plans to Zika-affected areas.

Emergency Preparedness

Staff from the Disease Control and Prevention (DCP) Division attended an emergency preparedness committee meeting sponsored by St. Peter's Hospital. St. Peter's is planning an emergency response Biologic Exercise in response to a hypothetical scenario including a patient(s) presenting with Ebola or another infectious disease, yet to be determined. The exercise for this scenario is being planned for May, 2016, and will necessarily include DCP Division staff and management participation. The exercises are designed to improve coordination, build relationships with all responders, and to practice responding to emergencies using policies and procedures contained in Hospital and Health department emergency operations plans.

**LEWIS & CLARK CITY/COUNTY BOARD OF HEALTH
Helena, Montana**

BOARD AGENDA ITEM

Meeting Date

February 25, 2016

Agenda Item No.

8

Minutes Board Member Discussion Staff & Other Reports Action Hearing of Delegation

AGENDA ITEMS: Public Comment

PERSONNEL INVOLVED: Public and Board Members

BACKGROUND: Time is allowed for public comment on matters not mentioned in the agenda within the Board of Health’s jurisdiction.

HEALTH DIRECTOR’S RECOMMENDATION: n/a

ADDITIONAL INFORMATION ATTACHED

BOARD ACTION:

NOTES:

	M O T I O N	S E C O N D	A Y E	N A Y	A B S T A I N	O T H E R
Benish						
Eck						
Geise						
Johnson						
Kultgen						
Smith						
St. Clair						
Weber						

For Your Information



Lewis & Clark County Public Health
1930 Ninth Avenue
Helena, MT 59601
406-457-8900

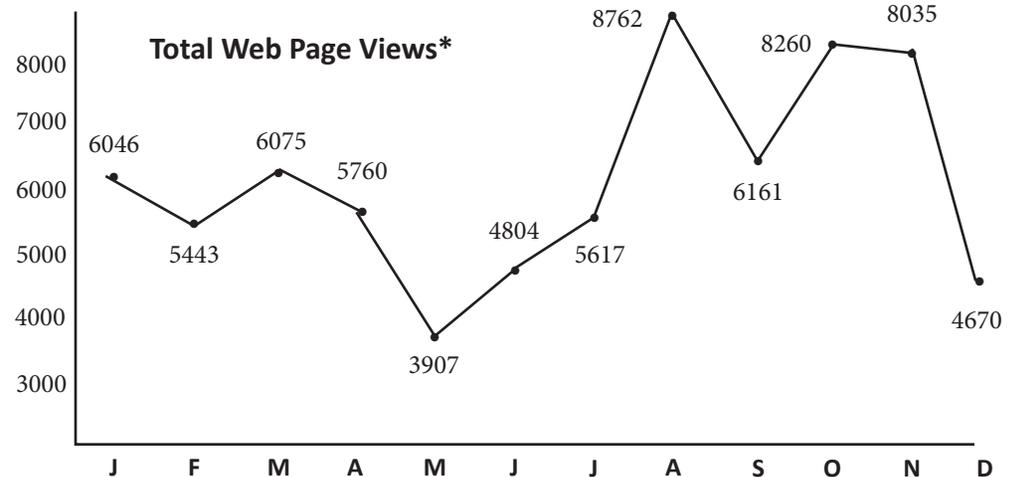
News Releases		
Business Briefs: Eric Merchant	IR	Dec. 1
Column: Men, Take Care of What's Under Your Own Hood	IR	Dec. 11
Letter to Editor: Choose Health in 2016: Call Quit Line	IR, BR, BVD	Dec. 23

Media Hits			
Crack in Pipe Ushers Water into Health Center...	IR	Dec. 1	Neg
Helena-Area Air Quality Upgraded to Good	IR	Dec. 3	Pos
Business Briefcase: Eric Merchant	IR	Dec. 6	Pos
Column: Men, Take Care of What's Under Your Own Hood	IR	Dec. 16	Pos
LTE: Quit Line Can Make Your Resolutions Come True	IR	Dec. 27	Pos
Plan4Health Grant	MPHA	Dec.	Pos
Screening for Cervical Cancer Important: Get Your Pap!	MT Senior News	Dec15/ Jan16	Pos

Advertising		
MT Tobacco Quit Line	Blackfoot Valley Dispatch	Dec 3
MT Tobacco Quit Line	Broadwater Reporter	Dec 10
New Year, New You	Broadwater Reporter	Dec 24
New Year, New You	IR	Dec 27
Stop Cervical Cancer	MT Senior News	Dec/Jan
Stop Cervical Cancer	Youth Connections	Dec/Jan

Educational, Promotional Materials	
New Year, New You	11 x 17 poster

Internal Communication		
The County Pulse - December 2015	119 sent	46% open rate
Health News Digest - Dec. 4	82 sent	40% open rate
Health News Digest - Dec. 11	82 sent	34% open rate
Health News Digest - Dec. 18	82 sent	34% open rate
Health News Digest - Dec. 24	82 sent	26% open rate



Website: Top Page Hits

Home Page	1060
Air Quality	841
WIC	552
Contact Us	241
Food Facilities	145

* Total of individual page hits during one-month period, per Google Analytics

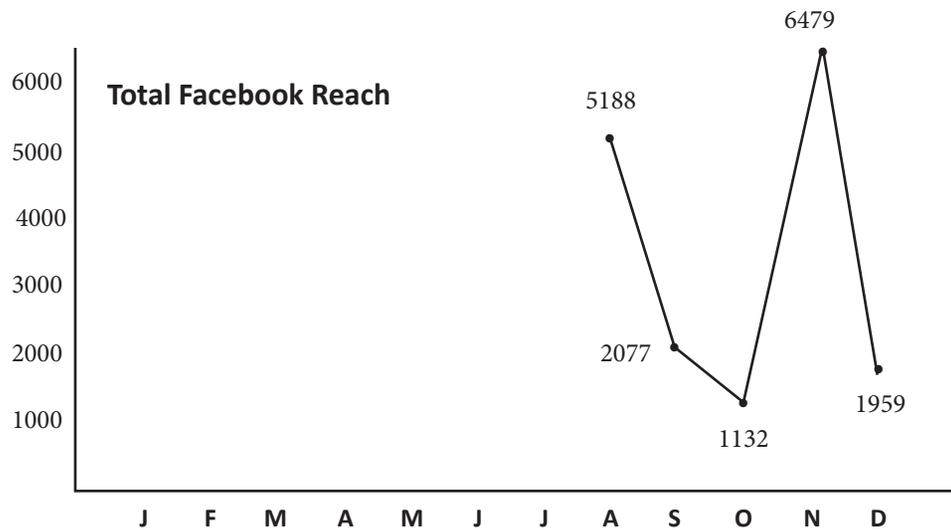
2015: average 6128 page views/mo
2014: average 5093 page views/mo
20% increase

Facebook

Page followers	346
Change from Sept.	+14
Female	85%
Male	14%
County residents	217
Ages 13-24	8%
Ages 25-44	55%
Ages 45-64	32%
Ages 65+	5%

Total number of posts: 14

Most popular post:
Snow and wintry weather can be great fun for kids but can also lead to unpredictable and dangerous road conditions for drivers. Here are a few things to remember when driving with your little ones this winter. Number one on the list? Avoid bulky winter clothes! Find out why by following this link:



December 31

New Year, New You! Resolve to Be Tobacco Free (image of quitline ad) (29 views, 1 like)

December 28

Lewis and Clark Public Health will close at 3 PM on Dec. 24 and 31 in celebration of the Christmas and New Year’s holidays. Peace and good health to you and yours. (image) (36 views)

December 21

Snow and wintry weather can be great fun for kids but can also lead to unpredictable and dangerous road conditions for drivers. Here are a few things to remember when driving with your little ones this winter. Number one on the list? Avoid bulky winter clothes! Find out why by following this link: <http://www.safekids.org/blog/winter-driving-little-ones> (365 views, 2 likes, 3 shares)

December 21

Lewis and Clark Public Health will close at 3 PM on Dec. 24 and 31 in celebration of the Christmas and New Year’s holidays. Peace and good health to you and yours. (image) (42 views)

December 17

While the holidays can be filled with joy and fun, they can also present seasonal health hazards for your pets. Keep those furry companions safe and jolly, too! Link to http://www.fda.gov/ForConsumers/ConsumerUpdates/ucm477092.htm?source=govdelivery&utm_medium=email&utm_source=govdelivery (73 views, 1 like)

December 16

Men, are you better at getting your car tuned regularly than taking care of your own health? Women, do you know a man who fits this description? This dismissive attitude toward health care has dire consequences: Men live sicker and die younger than women. Visit our website to learn what steps men can take to turn this trend around. <http://www.lccountymt.gov/health.html> (25 views)

December 8

We at Lewis and Clark Public Health were deeply saddened by the events last week that took the lives of fellow county health workers in San Bernardino, CA. Please join us in remembering them and their families, friends, and colleagues tomorrow at noon our time. (image) (98 views, 4 likes)

December 7

While relatively few cases of flu have surfaced so far in the United States, the holiday season will likely change that. People will be shopping, traveling and going to gatherings -- all excellent ways to be exposed to flu. This is National Influenza Vaccination Week, a great time to get vaccinated, before flu is widespread. Stop by one of our walk-in immunization clinics Mondays, Wednesdays, and Fridays, 11 AM to 4:30 PM, at 1930 Ninth Ave. in Helena. (68 views)



December 3

These are the 13 recalled celery products sold in Montana stores. If found, the products should be discarded and not consumed. Take a look and see if you have any of them stashed away. Link to http://helenair.com/news/local/recalled-celery-products-sold-in-montana-stores/collection_93f35bc2-808a-5507-a3b8-723ceac67725.html (199 views, 1 like)

December 2

Air Quality Today Is Good graphic (333 views, 4 likes, 2 shares)

December 2

Air Quality Today Is Watch graphic (277 views, 1 like, 1 share)

December 1

Air Quality Today Is Poor graphic (350 views, 1 like, 2 shares)

December 1

Several stores in Montana have removed a celery product from their shelves because it may be the source of an E. coli investigation linked to Costco chicken salad. As a precaution, Taylor Farms Pacific, the supplier of the ingredients, has recalled other celery products that were supplied to Costco, Albertsons, Safeway, Sam's Club, and Walmart stores.

The Montana Department of Public Health and Human Services (DPHHS) reports that all the products have been removed from store shelves and are no longer available for purchase. But DPHHS advises Montanans to check their food supplies and discard or destroy any recalled product they may have on hand. More information: <http://dphhs.mt.gov/publichealth/cdepi/diseases/foodborne/outbreaks> (31 views)

December 1

Today is World AIDS Day, a day to remember those who have lost their lives to HIV and AIDS, reflect on our progress and the challenges that remain, and unite in our commitment to an AIDS-free generation. Learn more: <https://www.aids.gov/news-and-events/awareness-days/world-aids-day/> (33 views)

From December 2014 to December 2015, Facebook following grew from 251 to 346, a 38% increase.

Board of Health Calendar for 2016

January 2016

- Report from BOH facility planning subcommittee
- Seasonal Flu Update (if needed)
- Finance Report For December 2015
- Food and Consumer Safety Contract

February 2016

- Semiannual Review of Health Department Performance Measures
- Update on the Septic Maintenance Program
- Finance Report for January 2016
- Update on LCPH Quality Improvement Council

March 2016

- Presentation: Community Health Promotion Division
- Finance Report for February 2016

April 2016

- Financial Analysis of the FY 2017 Health Department Budget
- Presentation: Communicable Disease and Prevention Division
- Finance Report for March 2016

May 2016

- Board of Health votes to recommend the FY2016 health department budget
- Accreditation Update
- Presentation: Community and Home Based Services/Case Management
- Finance Report for April 2016

June 2016

- Health Department Strategic Plan Update
- PureView Health Center Report
- Finance Report for May 2016

July 2016

- Appointments for Board of Health Officer Positions
- Presentation: Environmental Services Division
- Presentation of the County Health Gold and Silver Buoy (Pool) Awards
- Financial Report for June 2016

August 2016

- Financial Report for July 2016

September 2016

- Semiannual Review of Health Department Performance Measures

- Strategic Plan Update
- Accreditation Update
- Finance Report for August 2016

October 2016

- Finance Report for September 2016

November 2016

- No Board Meeting

December 2016

- Board Finance Committee Report
- Finance Report for October 2016

12/29/15

**Attendance Record for the
Lewis & Clark City-County Board of Health**

FY 2016

	Jul	Aug	Sep	Oct	Nov/Dec	Jan	Feb	Mar	Apr	May	Jun
Benish	X	*	X	X	X	X					
Bramen	X	*	Xp	X	O	X					
Eck	---	---	---	---	---	X					
Geise	X	*	X	X	X	O					
Johnson	---	*	X	X	X	O					
Kultgen	X	*	X	O	O	O					
Lowell	O	---	---	---	---	---	---	---	---	---	---
Serstad	X	*	---	---	---	---	---	---	---	---	---
Smith	X	*	X	X	O	O					
St. Clair	O	*	X	O	X	X					
Weber	O	*	X	X	X	X					

Legend:

X = Present

X_p = Present by phone

--- = Not a member of the board at that time.

O = Absent

* = No meeting held

P = Strategic Planning Session

Susan Good-Geise
County Commissioner
316 N. Park
Helena, Montana 59623
447-8304 (W) 447-8370 (Fax)
E-mail: sgeise@lccountymt.gov

(1)
Pleasure of L & C County Commission

Mayor Jim Smith
City Commissioner
316 N. Park
Helena, Montana 59623
447-8410 (W)
E-mail: jsmith@helenamt.gov

(2)
Pleasure of City of Helena Commission

Kent Kultgen
Superintendent, Helena School Dist. No. 1
55 S. Rodney
Helena, Montana 59601
324-2001 (W)
E-mail: kkultgen@helena.k12.mt.us

(3,a)

Vacant

(3,b)
Term expires - June 30, 2016

Kammy Johnson
2800 North Montana #202
Helena, MT 59602
799-3654 (W) 458-1956 (H) 439-0914 (C)
E-mail: kjohnsonmt@gmail.com

(3,c)
Term expires - June 30, 2018

Scott St. Clair
P.O. Box 1105
East Helena, MT 59635
410-1125 (H)
E-mail: ehp chop8@gmail.com

(3,d)
Pleasure of East Helena City Council

James Benish
1302 Highland
Helena, MT 59601
442-3452 (H) 465-0054 (C)
E-mail: benishjim@gmail.com

(3,e)
Term expires - June 30, 2016

Anne Weber, chair
3883 Flaxstem St.
East Helena, Montana 59635
202-2166 (C) 227-8154 (H)
E-mail: anne.weber@bresnan.net

(3,f)
Term expires - June 30, 2018

Jenny Eck
563 3rd Street
Helena, MT 59601
459-1082 (C)
E-mail: jennyeck4mt@gmail.com

(3,g)
Term expires - June 30, 2018

Updated Sept 2015



LEWIS & CLARK CITY-COUNTY BOARD OF HEALTH

1930 Ninth Avenue
Helena, MT 59601
PH 406.457.8900
Fax: 406.457.8990

MEMBERS

Jenny Eck	Term expires - June 30, 2018	First Term
Anne Weber	Term expires - June 30, 2018	Second Term
Vacant	Term expires - June 30, 2016	First Term
James Benish	Term expires - June 30, 2016	First Term
Kammy Johnson	Term expires - June 30, 2018	First Term
Kent Kultgen	Superintendent of Schools, Ex-officio Voting	
Susan Good Geise	Pleasure of Lewis & Clark County Commission	
Mayor Jim Smith	Pleasure of Helena City Commission	
Scott St. Clair	Pleasure of East Helena City Council	

MEETING DATES FOR FISCAL YEAR 2016

Scheduled for 1:30 p.m. in Room 226 of the City-County Building.

July 23, 2015

August 27, 2015 Canceled

September 24, 2015

October 22, 2015

December 3, 2015

January 28, 2016

February 25, 2016

March 24, 2016

April 28, 2016

May 26, 2016

June 23, 2016

January 2016

"To Improve and Protect the Health of all Lewis and Clark County Residents."