

**LEWIS AND CLARK CITY-COUNTY  
BOARD OF HEALTH – MINUTES  
316 N. PARK AVENUE, HELENA, MONTANA 59601  
Lewis and Clark City-County Building  
April 25, 2019**

Members Present

James Benish, chair  
Commissioner Andy Hunthausen, vice chair  
Mayor Wilmot Collins (Arrived @ 1:10 p.m.)  
Tyler Ream  
Justin Murgel  
Scott St. Clair

Staff Present

Drenda Niemann      Laurel Riek  
Jolene Helgersen      Beth Norberg  
Eric Merchant      Melissa Baker  
Jacqueline Isaly  
Gayle Shirley  
Kathy Moore

Members Absent

Kammy Johnson  
Jenny Eck  
Dr. Adron Medley

Guests Present

Brielle Bumgarner, Carroll College Intern  
Pat Christian, Helena Citizens Council

Jim Benish, chair, called the meeting to order at 1:04 p.m. A quorum was established.

**REVIEW OF AGENDA**

A revised agenda was handed out at the meeting (see Attachment “A”). No changes were made.

**MINUTES**

Mr. Benish asked if there were any corrections or additions to the February 28, 2019, minutes. The Board approved the minutes as written.

**ACTION ITEMS**

Review and Approval of the Lewis and Clark Public Health Communicable Disease and Rabies Management Protocols 2019: Eric Merchant, Disease Control and Prevention Division Administrator, presented the Lewis and Clark Public Health Communicable Disease and Rabies Management Protocols 2019 (pages 8-32 of the board packet). Mr. Merchant noted that in order to maintain up-to-date Public Health Emergency Preparedness or PHEP plans, and to meet contracted PHEP deliverables with the Montana Department of Public Health and Human Services (DPHHS), the Lewis and Clark Public Health (LCPH) Communicable Disease Investigation and Surveillance Protocol (CD Protocol) must be reviewed annually and approved by the Lewis and Clark City-County Board of Health. Mr. Merchant highlighted the CD Protocol Checklist and the Rabies Control Memorandum of Agreement. Scott St. Clair made a motion to approve the Lewis and Clark Public Health Communicable Disease and Rabies Management Protocols 2019. Tyler Ream seconded the motion. The motion passed 5-0.

Consider a Resolution to support Home Visiting: Drenda Niemann, Health Officer, presented a draft resolution supporting Evidence-based Home Visiting Services (pages 34-35 of the board packet) and asked that the Lewis and Clark City-County Board of Health consider adopting it. Ms. Niemann said the resolution appeals to the Department of Public Health and Human Services to stop action on plans to cut funding to the Nurse-Family Partnership programs, which LCPH participates in. The draft also asks DPHHS to issue contracts for at least a six-month period that fully reinstate program funding and capacity to the 2019 level, plus additional funds needed for required training, personnel and operational increases.

It asks DPHHS to convene a deliberative, transparent, and third-party facilitated planning process that engages interested parties in maternal child home-visiting needs, services, and funding in the state. Ms. Niemann said the resolution is similar to a resolution passed by the Missoula City-County Board of Health. She also stated that other major local boards of health and nonprofit agencies are supporting and advocating for the NFP home-visiting program. She also said that the Association of Public Health Officials and the Montana Public Health Association are advocating as well. Tyler Ream made a motion to approve the Resolution of the Lewis and Clark City-County Board of Health in Support of the Evidence-based Home Visiting Services. Mr. St. Clair seconded the motion. The motion passed 6-0.

Hearing Officer Recommendation, Shane and Heather Pegram:

Jim Benish, Acting Hearing Officer, gave a brief account of the Pegram variance hearing held on April 24, 2019. Mr. Benish recommended approval of the variance. He said the request met all of the Montana Department of Environmental Quality criteria for granting a variance. In answer to a question from Mr. St. Clair, Beth Norberg, Sanitarian, gave a brief explanation of the difference between an at-grade absorption system and a sand-mound system. Mr. St. Clair also expressed his belief in the septic review process. Commissioner Andy Hunthausen explained the EMBAC County Assistance Loan program for failed septic systems outside city limits. Justin Murgel moved to ratify the hearing officer recommendation for approval. Mayor Wilmot Collins seconded the motion. The motion carried 6-0.

**BOARD MEMBER DISCUSSION**

Employee Recognition and New Staff Introduction: Jacqueline Isaly, Community Health Promotion Division Administrator, introduced new employee Julie Bir, Regional CONNECT Referral Coordinator, and mentioned two new staff job promotions: Marisa Johnson, Home Visiting Case Manager, and Sarah Sandau, Prevention Program Supervisor. Ms. Niemann awarded the quarterly Employee Recognition Award to Melissa Baker, Health Educator for the Cancer Screening Program.

Finance Report: Heather Parmer, Finance Coordinator, referenced the FY19 comparison to budget and cash flow for July 2018 through March 2019 (pages 37-38 of the board packet). Ms. Parmer noted that the department is 75% of the way through its fiscal year. Total revenue to date is \$1,623,960, or 73% of the amount budgeted; actual expenditures are \$1,535,826 or 66% of the amount budgeted. Revenues are over expenditures by \$88,134; total ending cash is \$849,799.

Ms. Parmer reviewed the preliminary FY 2020 Budget Summary (see Attachment “B”) in which she discussed the proposed changes to personnel, revenue, and expenditures. She noted a possible cost-of-living increase for employees of 2.4 percent and that costs for Information Technology & Services will increase by 1.5 percent. The Board will finalize the FY 20 budget at the May board meeting. In answer to a question from Mr. Murgel, Ms. Niemann said that the FY 20 budget does reflect the funding needed to support the home-visiting program.

Internship Program presentation: Brielle Bumgarner, a student with Carroll College, presented the Lewis and Clark Public Health Internship Program, which she and public health staff developed as part of her final project as an intern at the health department (see Attachment “C” and pages 39-46 of the board packet). Ms. Bumgarner provided an overview of the internship program, the needs of the internship program, the mission, internship tool kit, and the three-fold benefit of the program. An internship-hiring guide for staff is located on the county intranet page, and an intern application is on the public health web site.

Healthy Together: Community Healthy Improvement Planning Process: Gayle Shirley, Communications and Systems Improvement Manager, reported that the Healthy Together Task Force has completed the

four meetings required to develop the Community Health Improvement Plan (CHIP). The meeting facilitator has completed the draft plan, and Ms. Shirley will send it to the task force members, steering community members, and the Board of Health prior to finalization. She said implementation of the plan will rely heavily on the work of community coalitions.

CONNECT Referral System Update: Julie Bir, Regional CONNECT Referral Coordinator, provided a brief update on the progress of the system since its launch in 2009 (page 47 of the board packet). In answer to a question from Commissioner Hunthausen, Ms. Bir said that staff transition and lack of engagement have led to numerous non-active agencies in the system. Ms. Bir will work with agencies to ensure more use of the system.

### **HEALTH OFFICER’S REPORT**

Mr. Merchant provided a measles update (see Attachment “D”) and noted that 626 individual cases of measles had been confirmed in 22 states as of April 24, 2019. He, his staff, and representatives from Helena Public Schools, PureView Health Center, and St. Peter’s Health participated in a measles tabletop exercise to prepare for the possibility that measles will spread to Lewis and Clark County. In answer to a question from Mr. Tyler, Mr. Merchant said that the current measles outbreak began in 2018, and his numbers include those cases. In answer to a question from Commissioner Hunthausen about the number of county residents who are unvaccinated, Mr. Merchant said that he only could get data for school-aged children.

Mr. Merchant also provided a brief flu update (see Attachment “E”).

Ms. Niemann offered a short update on activities of the Montana Legislature related to public health:

Senate Bill 179- Prohibit expansion of prohibitions under Clean Air Act w/o approval by local gov. SB179 was heard in the House Local Government Committee on March 12 and was tabled in the committee on March 26. As of April 25, SB 179 died in Standing Committee.

House Bill 658- Generally revise health-care laws and permanently expand Medicaid HB 658 was debated on the House floor and amended by the Senate on April 18. Speaker of the House signed HB 658 on April 26.

Mr. St. Clair announced that he will be leaving his position on the board due to work conflicts. East Helena Mayor Jamie Schell will appoint a new member to serve at the pleasure of the East Helena City Council.

There being no public comment, the meeting adjourned at 2:25 p.m.

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Jim Benish, Chair

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Drenda Niemann, Secretary

*After adjourning, Board of Health members and staff of the Licensed Establishment Program recognized the operators of 12 licensed pools, spas, and other water establishments for their efforts to protect public health and safety, and presented them with Gold and Silver Buoy Awards.*