

**LEWIS AND CLARK CITY-COUNTY
BOARD OF HEALTH – MINUTES
1930 9th AVE, HELENA, MONTANA 59601
Zoom Meeting, 1:00 p.m.
April 28, 2022**

Members Present

Dr. Mikael Bedell, vice chair
Commissioner Jim McCormick
Mayor Kelly Harris
Lisa Kaufman (arrived @ 1:02 p.m.)
Rex Weltz
Katherine Weber
Brie MacLaurin

Members Absent

Justin Murgel, chair
Mayor Wilmot Collins

Staff Present

Drenda Niemann
Laurel Riek
Kathy Moore
Dorota Carpenedo
Jolene Helgerson
Damian Boudreau
Heather Parmer

A.C. Rothenbuecher
Beth Norberg

Guests Present

Representative Mary Ann Dunwell

Dr. Mikael Bedell, Vice Chair, called the meeting to order at 1:00 p.m. A quorum was established.

REVIEW OF AGENDA

No changes were made. No public comment was given.

MINUTES

Dr. Bedell asked if there were any corrections or additions to the March 24, 2022, minutes. There being none, the Board approved the minutes as written. No public comment was given.

ACTION ITEMS

Board of Health By-Laws: 1st Reading: Drenda Niemann, Health Officer, presented the current Board of Health By-Laws with changes indicated through track changes for board review and discussion. The changes include the use of a Local Governing Body required in House Bill 121 along with standard clerical changes. In answer to a question from Commissioner Jim McCormick, Ms. Niemann said that the standards in Montana Codes Annotated (MCA) do reflect the new requirements made through the passing of House Bill 121. In answer to a question from Dr. Bedell, Ms. Niemann said that she will ask the county attorney if specific details regarding the Local Governing Body need to be added into the by-laws. After no further board member discussion, Commissioner McCormick made to motion to approve the 1st reading of the Board of Health By-Laws and to accept the changes that were made. Mayor Kelly Harris seconded the motion. Dr. Bedell opened the discussion up to public comment. Representative Mary Ann Dunwell thanked the Board and public health staff for all that they have done to help the community during this pandemic and said that she agrees with the changes made to the by-laws with the hope that amendments to the by-laws will be needed during the next legislative session. Representative Dunwell noted that she did not vote for the passing of House Bill 121. There being no more public comment or further board member discussion, the motion carried 7-0.

BOARD MEMBER DISCUSSION

Staff Introductions and Employee Recognition: Ms. Niemann introduced Lori Erion as the new front desk clerk and announced that Jolene Helgerson received the Quarterly Employee Recognition award.

3rd Quarter FY22 Finance Report: Heather Parmer, Finance Coordinator, referenced the FY22 comparison to budget and cash flow for July through March 2022 (on pages 12-13 of the board packet). Ms. Parmer noted that the department is 75% through the fiscal year. Total revenue to date is \$1,855,684 or 69% of the amount budgeted; actual expenditures are \$2,013,564 or 77% of the amount budgeted. Revenues are under expenditures by \$157,880; total ending cash is \$495,175. Ms. Parmer said that the current cash reserve is below the 90 recommended cash reserve but she is not concerned as the county will receive tax revenue in May.

Variance Training & Annual Summary: Beth Norberg, Environmental Services Division Supervisor, presented the variance training and annual summary (on pages 17-26 of the board packet) in which she highlighted the MCA codes associated with a variance, described the variance process, discussed the need of annual reviews and the data collected on permits and variances by year. In answer to a question from Lisa Kaufman, Ms. Norberg said that in the past they have not kept track of the number of variances needed for new construction versus failed systems but with their new tracking program they have started to track those numbers. At the request of Ms. Niemann, Ms. Norberg spoke about the variances that were issued in the past year. In answer to a question from Dr. Bedell, Ms. Norberg said there were regulatory changes made during the last legislative session to Circular DEQ (Department of Environmental Quality) 4 that may affect ARM Title 17, Chapter 36, Subchapter 900 and the possible creation of a Circular DEQ 4 for non-degradation regulations.

COVID-19 Update: Ms. Niemann highlighted the decision making dashboard and the COVID-19 HUB map of current numbers of confirmed, active, break through and recovered cases, daily new case incidences, weekly case incidences, test positivity rates, wastewater surveillance testing, and vaccine rates for the county.

Interlocal Agreement Update: Ms. Niemann announced that Interlocal Agreement negotiations are complete. The local governing body will consist of 2 County Commissioners, 2 Helena City Commissioners, and the Mayor of East Helena. Ms. Niemann noted that the signed Interlocal Agreement is available online in the board member orientation packet. The next steps will be to update the Board of Health By-Laws to reflect the changes and to write a standard operating procedure for the new governing body.

Health Officer Annual Appraisal Process: Dr. Bedell described the health officer annual appraisal process.

No public comment was given.

Ms. Niemann will send a survey out to the board to see if they would like to continue to meet by Zoom or in person/hybrid.

There being no public comment on items not mentioned above, the meeting adjourned at 2:05 p.m.

Mikael Bedell, Vice Chair

Drenda Niemann, Secretary