

**LEWIS AND CLARK CITY-COUNTY  
BOARD OF HEALTH – MINUTES  
1930 9<sup>th</sup> AVE, HELENA, MONTANA 59601  
In-Person/Zoom Meeting, 1:00 p.m.  
January 25, 2024**

Members Present

Brie MacLaurin, chair  
Dr. Mikael Bedell, vice chair  
Commissioner Candace Payne  
Mayor Wilmot Collins  
Mayor Kelly Harris  
Justin Murgel  
Lisa Kaufman  
Katherine Weber

Staff Present

Drenda Niemann  
Jolene Helgerson  
Laurel Riek  
Jennifer McBroom  
Beth Norberg  
Sarah Sandau  
Julie Bir  
Natalie Emerson

Shelly Maag  
Ardis Sullivan  
Nina Heinzinger

Members Absent

Rex Weltz

Guests Present

Representative Mary Anne Dunwell

Brie MacLaurin, chair, called the meeting to order at 1:00 p.m. Board member introduction was given. A quorum was established.

**REVIEW OF AGENDA**

Drenda Niemann, Health Officer, announced that the annual board member conflict of interest discussion will need to be moved to the February board meeting. No public comment was given.

**MINUTES**

Ms. MacLaurin asked if there were any corrections or additions to the December 7, 2023, minutes. There being no changes, the Board approved the minutes as written. No public comment was given.

**INTRODUCTIONS**

New staff introductions of Natalie Emerson, Water Quality Specialist; Julie Bir, Behavioral Health and Chronic Disease Prevention Supervisor were made. Drenda Niemann, Health Officer announced that Ardis Sullivan, Billings Clerk, was awarded the Employee of the Quarter. No public comment was given.

**ACTION ITEMS**

Variance Request, Wilson Rental Properties LLC, Ralene Wilson, 1022 Trails End Road. Helena, MT:  
Lisa Kaufman, Hearing Officer, read the hearing officer recommendation (See Attachment “A”) from the Wilson Rental Properties LLC Variance held on January 22, 2024. She said the request met all the Montana Department of Environmental Quality criteria for granting a variance. Justin Murgel made a motion to ratify the hearing officer recommendation. Commissioner Candace Payne seconded the motion. No public comment was given. The motion carried 8-0.

**BOARD MEMBER DISCUSSION**

Licensed Establishment Cooperative Agreement: Laurel Riek, Environmental Health & Disease Prevention Division Administrator, presented the Environmental Health and Food Safety Licensing Task Order for board member review (on pages 29-33 of the board packet). Ms. Riek noted that in the past the cooperative agreement for licensed establishments was brought to the Board for approval. The task order is now replacing the Cooperative Agreement between the Montana Department of Public Health and Human Services (MT-DPHHS) and the Board of Health and must be approved by the Board of County Commissioners. In answer to a question from Ms. MacLaurin, Ms. Niemann said regardless of no increase in licensing fees since 2009 to complete the work needed in the task order, current staff will have to continue to do the work to complete minimum inspection requirements without adequate funding. In answer to a question from Mr. Murgel, Ms. Niemann said that other counties are facing the same situation as Lewis and Clark County. In answer to a question from Commissioner Payne, Ms. Niemann said that the Montana Association of Counties (MACO) will be supporting state public health association’s efforts to increase licensing fees during the next legislative session.

East Helena Superfund update: Beth Norberg, Environmental Health Supervisor, presented the East Helena Superfund and Lead Education and Assistance Program (LEAP) update (on pages 39-41 of the board packet) in which she provided a brief background on the superfund site, discussed the LEAP services along with past and upcoming activities. Board member discussion was had on the soil repository and lead testing in Helena and East Helena area.

FY24 2<sup>nd</sup> Quarter Finance Report: Ms. Niemann, referenced the FY24 comparison to budget and cash flow for July through December 2023 (on pages 42-43 of the board packet). Ms. Niemann noted that the department is 50% through the fiscal year. Total revenue to date is \$1,703,008 or 55% of the amount budgeted; actual expenditures are \$1,608,035 or 59% of the amount budgeted. Revenues are over expenditures by \$94,972; total ending cash is \$691,960. Current cash reserves are at an 85-days which is below the 90-day recommendation.

No public comment was given.

**HEALTH OFFICERS REPORT**

Ms. Niemann led board member training on the 10 Essential Public Health Services and the Foundational Public Health Services (on pages 45-63 of the board packet).

No public comment was given.

**PUBLIC COMMENT**

Representative Mary Ann Dunwell acknowledge the work Ms. Norberg and Mayor Kelly Harris have achieved on the East Helena Superfund site redevelopment along with the work Jess Hegstrom, Suicide Prevention Coordinator, did on House Bill 243.

The meeting adjourned at 3:03 p.m.

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Brie MacLaurin, Chair

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Drenda Niemann, Secretary