

LEWIS AND CLARK CITY-COUNTY
BOARD OF HEALTH MEETING
LEWIS AND CLARK PUBLIC HEALTH
CONFERENCE ROOM at 1930 9th Ave or ZOOM
October 26, 2023
1:00-3:00pm

REGULAR BOARD MEETING AGENDA

1:00	CALL TO ORDER	
1:00	REVIEW OF AGENDA	
	1. Review and revision of agenda	Pg. 1
1:05	MINUTES	
	2. August 24, 2023	Pg. 2
1:10	STAFF ANNOUNCEMENTS	
	3. - New Employees (Joel, Ali, Kegan, Sarah) - Employee of the Quarter.....	Pg. 5
1:20	ACTION ITEMS	
	4. -Truck Wreck Protocol (Nina).....	Pg. 6
1:35	BOARD DISCUSSION	
	5. - FY24 Quarter 1 Finance Report (Heather) - CONNECT Referral System Update (Julie) - Communications Bootcamp “lite” version (Amber)	Pg. 16
2:30	HEALTH OFFICER REPORT	
	6. General Update.....	Pg. 19
2:45	PUBLIC COMMENT	
	7. Public comments on matters not mentioned above,.....	Pg. 20

Adjourn

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

ADA NOTICE

Lewis and Clark County is committed to providing access to persons with disabilities for its meetings, in compliance with Title II of the Americans with Disabilities Act and the Montana Human Rights Act. The County will not exclude persons with disabilities from participation at its meetings or otherwise deny them County's services, programs, or activities. Persons with disabilities requiring accommodations to participate in the County's meetings, services, programs, or activities should contact Kari DesRosier, as soon as possible to allow sufficient time to arrange for the requested accommodation, at any of the following: (406) 447- 8316 TTY Relay Service 1-800-253-4091 or 711 kgrose@lccountymt.gov 316 N Park, Room 303

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

BOARD AGENDA ITEM

Meeting Date

October 26, 2023

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
Bedell						
Collins						
Harris						
Kaufman						
MacLaurin						
Murgel						
Rolfe						
Weber						
Weltz						

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

BOARD AGENDA ITEM

Meeting Date

October 26, 2023

Agenda Item No.

2

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

AGENDA ITEMS August 24, 2023 Minutes

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
Bedell						
Collins						
Harris						
Kaufman						
MacLaurin						
Murgel						
Rolfe						
Weber						
Weltz						

**LEWIS AND CLARK CITY-COUNTY
BOARD OF HEALTH – MINUTES
1930 9th AVE, HELENA, MONTANA 59601
In-Person/Zoom Meeting, 1:00 p.m.
August 24, 2023**

Members Present

Brie MacLaurin, chair
Dr. Mikael Bedell, vice chair
Commissioner Tom Rolfe
Mayor Wilmot Collins
Mayor Kelly Harris
Katherine Weber
Lisa Kaufman
Justin Murgel
Rex Weltz

Members Absent

Staff Present

Drenda Niemann
Jolene Helgersen
Mary Sparks
Amber Johnson
Sarah Sandau
Laurel Riek

Guests Present

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

REVIEW OF AGENDA

A request was made to move the Board of Health Assessment as the last topic of the board member discussion. No public comment was given.

MINUTES

Ms. MacLaurin asked if there were any corrections or additions to the July 27, 2023, minutes. There being no changes, the Board approved the minutes as written. No public comment was given.

BOARD MEMBER DISCUSSION

Home Visiting Update: Mary Sparks, Home Visiting Supervisor, gave an update on the Home Visiting Program (see Attachment “A”) in which she highlighted each program accomplishments, challenges, and their goals.

Opioid Prevention Update: Sarah Sandau, Prevention Programs Supervisor, announced that Public Health recently received an 18-month grant through the Montana Public Health Institute for regional opioid education and naloxone distribution coordination. The goal of this project is to increase access to training for and distribution of naloxone within a multi-county region and to connect communities to resources, with the goal of reducing health disparities related to opioid misuse. With these funds, Ms. Sandau has the opportunity to hire a coordinator.

Along with this grant, there are also the Opioid Settlement Funds. On March 22, 2023, at the request of the County’s Behavioral Health System Improvement Leadership Team (BHSI LT) and the County’s Criminal Justice Coordinating Council (CJCC), a community stakeholder group met to review opioid related data, document current prevention, intervention, treatment, recovery, and overdose efforts happening in the community, and identify where additional resources could either enhance current efforts

or fill a gap. In answer to a question from Commissioner Tom Rolfe, Drenda Niemann, Health Officer, announced that a small portion of the settlement funds will be going to fund the Opioid FTE's (full-time employees) as outlined in the plan and budget approved by the County Commission.

Pre-view to communications bootcamp: Amber Johnson, Communication Specialist, provided an agenda (on page 15 of the board packet) for the Communication Bootcamp set for September 28 in the Lewis and Clark Library's large conference room. Board of Health members are welcome to attend at any point in the day.

Board of Health Effectiveness Assessment: Ms. MacLaurin lead board members through the NALBOH (National Association of Local Boards of Health) Six Functions of Board Governance (on pages 9-14 of the board packet) in which public health governing entities are responsible for executing these functions. The Board reviewed, discussed examples, assessed their effectiveness for each function, and identified areas for improvement.

No public comment was given.

HEALTH OFFICERS REPORT

Statewide Advocacy: Confluence Public Health Alliance is our statewide public health organization which includes the Montana Public Health Association, the Montana Environmental Health Association, and then the Association of Montana Public Health officials. This alliance is new this year and is taking the lead on advocacy and lobbying for public health topics. With the passing of the Behavioral Health and Developmental Disabilities Service Commission during the 2023 legislative session, the Confluence Public Health Alliance worked in collaboration with many health local health departments to put a response together to address the questions asked by the commission. Ms. Niemann will email the Alliance's responses to those questions to the board.

Public Health professionals will be attending the Montana Association of Counties Conference at the end of September to discuss advocating at the next legislative session to increase licensed establishments fees which have not been increased since 2009.

No public comment was given.

PUBLIC COMMENT

No public comment was given.

The meeting adjourned at 2:48 p.m.

Brie MacLaurin, Chair

Drenda Niemann, Secretary

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

BOARD AGENDA ITEM

Meeting Date

October 26, 2023

Agenda Item No.

3

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

AGENDA ITEMS: New Staff Introduction & Employee Recognition

PERSONNEL INVOLVED: Division Supervisor

BACKGROUND: Announcement of the new staff and employee of the quarter will be made.

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
Bedell						
Collins						
Harris						
Kaufman						
MacLaurin						
Murgel						
Rolfe						
Weber						
Weltz						

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

BOARD AGENDA ITEM

Meeting Date

October 26, 2023

Agenda Item No.

4

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

AGENDA ITEMS Truck Wreck Protocol

PERSONNEL INVOLVED: Laurel Riek, Disease Control & Prevention Supervisor

BACKGROUND Ms. Riek will present the Truck Wreck Protocol for Board consideration.

HEALTH DIRECTOR'S RECOMMENDATION: N/A

☒ **ADDITIONAL INFORMATION**

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
Bedell						
Collins						
Harris						
Kaufman						
MacLaurin						
Murgel						
Rolfe						
Weber						
Weltz						



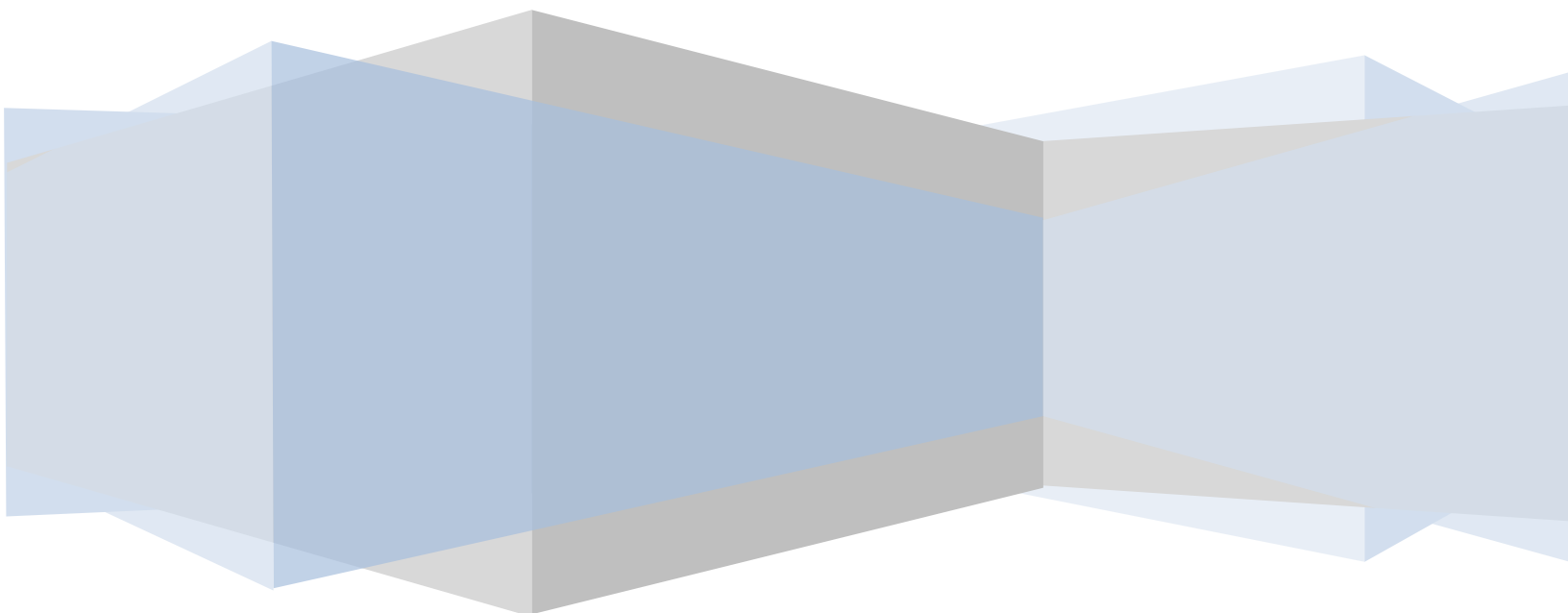
Lewis & Clark
Public Health

Guidelines for Handling Distressed Foods in Truck Wrecks

Updated: September 26, 2023

Nina Heinzinger, REHS/RS

Licensed Establishment Program Manager



Guidelines for Handling Distressed Foods in Truck Wrecks

Lewis & Clark Public Health

September 26, 2023

Emergency Contact information:

- Lewis & Clark Public Health (LCPH) 24/7 Emergency: 406-523-5564
- Montana Department of Public Health and Human Services (DPHHS):
 - Environmental Health and Food Safety (EHFS) during work hours: 406-444-5303 or 406-444-2837; Fax 406-444-5055
 - **DPHHS Duty Officer 406-461-2042**
 - Communicable Disease Control and Prevention Bureau 24/7: 406-444-0273
- Sheriff's Office Non-Emergency/Dispatch: 447-8293
- Montana Department of Livestock (MDOL) (After hours contact through Sheriff's Dispatch)
 - Brands: 444-2045;
 - State Veterinarian: 444-2043 (livestock at large, dead animal identification)
- Milk & Egg Bureau: (406) 444-9761
- Meat & Poultry Inspection: (406) 444-5202
- Montana Department of Agriculture: for salvaging animal food Contact DPHHS Duty Officer

1. Purpose.

Protection of public health through the prevention of adulterated foods being received by consumers.

2. Responsibility.

Food products, drugs or cosmetics transported across county lines or interstate are the responsibility of the Department of Public Health and Human Services, Environmental Health and Food Safety Section. The local health jurisdiction acts as the state's authorized agent.

If the products are meat or poultry, USDA and/or MDOL will be the responsible agency. As directed by USDA, products will be moved to the nearest inspected facility.

3. Authority.

a. **50-2-118 MCA** Powers and duties of local health officers.

In order to carry out the purpose of the public health system, in collaboration with federal, state, and local partners, local health officers or their authorized representatives shall:

(1) make inspections for conditions of public health importance and issue written orders for compliance or for correction, destruction, or removal of the condition;

b. Montana Food Drug and Cosmetic Act

i) **50-31-501 MCA** Prohibited acts.

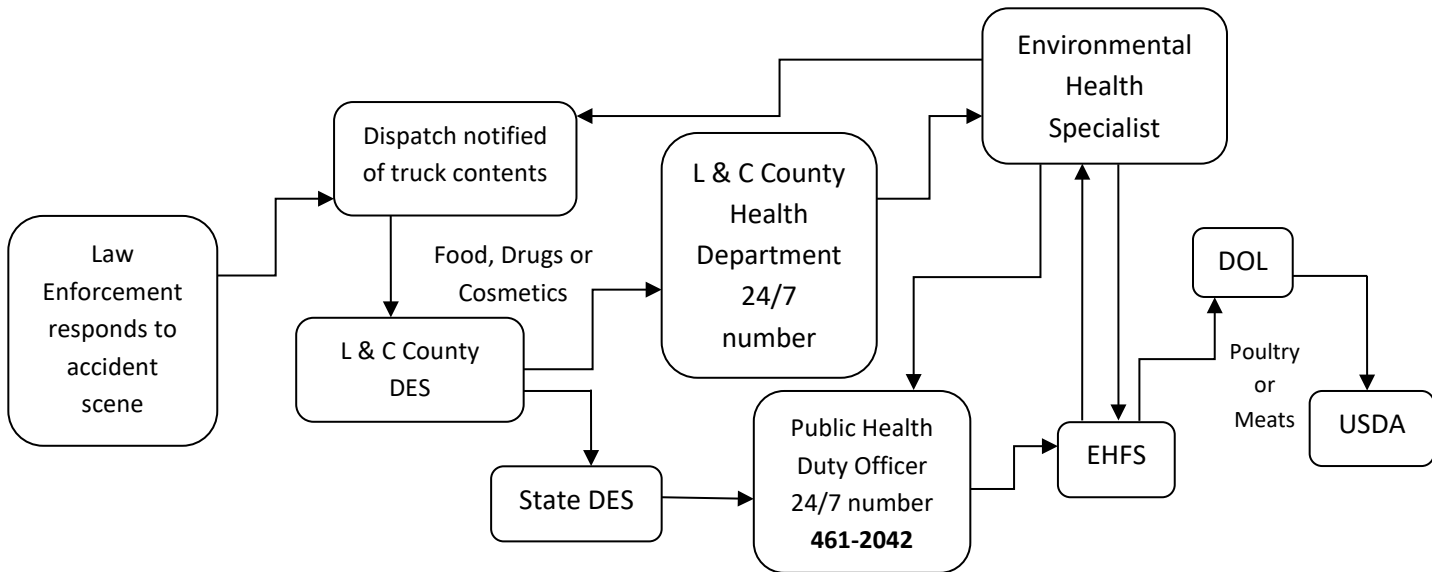
The following acts and the causing of the acts within the state of Montana are prohibited:

(1) the manufacture, sale or delivery, holding, or offering for sale of any food, drug, device, or cosmetic that is adulterated or misbranded;

ii) **50-31-510 MCA** Condemnation of perishables.

Whenever the department or any of its authorized agents find in any room, building, vehicle of transportation, or other structure any meat, seafood, poultry, vegetable, fruit, or other perishable article which is unsound or contains any filthy, decomposed, or putrid substance or that may be poisonous or deleterious to health or otherwise unsafe, the article being hereby declared to be a nuisance, the department or its authorized agent shall immediately condemn or destroy the article or in any other manner render the article unsalable as human food.

4. Communication.



Law enforcement responds to the accident scene. When the truck wreck involves food, drugs or cosmetics, Montana Highway Patrol dispatch will contact Lewis & Clark County Disaster and Emergency Services (DES). County DES will call the 24/7 emergency phone number for the Health Department and state DES. State DES calls the DPHHS duty officer, who then calls EHFS. EHFS will verify that a county sanitarian has been notified. EHFS also contacts other agencies as needed.

- a. The 24/7 on-call person (*LCPH Duty Officer*) will collect information on:
 - i) A contact number for more detailed information
 - ii) General location of the wreck (is it in Lewis & Clark County?)
 - iii) General content of the vehicle
- b. The *LCPH Duty Officer* will use the Environmental Health Specialist call down list to find an Environmental Health Specialist (EHS) for response to the call.
- c. The EHS will call the number obtained by the *LCPH Duty Officer*. The following information is requested.
 - i) Location of the wreck – how to find it
 - ii) When the wreck occurred
 - iii) What was in the vehicle: Is it refrigerated?
 - If USDA products (fresh meat and poultry) are involved, then
 - Contact DPHHS duty officer for assistance.

- Call (800) 843-1974 for direction on shipping to a USDA plant for inspection
- iv) Initial damage assessment of the trailer – split, product on the ground, contamination from fuel or other parts of the load.
- v) Who is responsible for the product? Name, Address and Phone
- vi) Truck, trailer license plate or other identifying numbers.

5. Off-Site Damage Assessment.

- a. If the container vehicle is not broken open, there is no obvious contamination, and there is no known benefit for a site visit, then products can be moved into a central location for observation and inspection.
 - i) Location of transported product must be provided by the shipping company or the wrecking company.
 - ii) If outside of Lewis & Clark County, then notify appropriate jurisdiction.
- b. If the container vehicle is broken open, or there is obvious contamination, then an environmental health specialist will need to make a site visit.

We are not first responders. Before you leave, check road conditions, weather. If it is not safe to travel, then talk to the officer on the scene. Adequate information may be able to be gathered from that conversation.

- c. If the load is a refrigerated and temperature controlled for food safety and:
 - i) The container vehicle is not broken open and refrigeration is still functional then site visit will not be required.
 - ii) The container vehicle is broken open then a site visit will be necessary to determine the status of the food.

6. On-Site Response

- a. Before leaving for the accident site, gather the following materials:

Supply List			
Inspection Supplies		Response Kit (located on top of the file cabinet)	
	Clipboard, pens		Truck Wreck Report Form
	Camera, extra batteries		Lewis & Clark County Protocol
	Cell Phone		Voluntary Hold and Disposal Forms
	Identification & Business Cards		Nitrile Gloves
	Thermometers		Flashlight
	Appropriate gear for the weather		Reflective Vest

- b. Follow dispatch directions to the site, identifying yourself to law enforcement

7. On-site Damage Assessment

- a. Load can be cleared for further transport if all the following are true:
- i) The load did not contain chemicals that could cause contamination.
 - ii) No products were exposed to dust, dirt, flies, fuels, oils, refrigerants, or other hazardous materials.
 - iii) Potentially hazardous foods were not above 45°F for more than 2 hours.
 - iv) Fresh produce is not wilted or frozen.
 - v) Containers are not damaged.
 - vi) Soft plastic containers were not exposed to chemicals, fumes, or moisture.
 - vii) Cans are not dented along any seam or significantly dented elsewhere.
- b. Place seal on door of trailer for notification of product evaluated and note number on the form.



- c. Salvaging, which is used for broken cases and dented cans, is only allowed by licensed salvagers. This would require the load or portion of the load to be held until released by DPHHS or by LCPH as the agent of the state. Use the Voluntary Hold form.
- d. Disposal is required of any food, drugs or cosmetics found to be adulterated.
- i) Damaged food may be suitable for animal feed if approval is given by the MT Dept of Agriculture. Obtain Voluntary Hold form and refer to DPHHS, EHFS.

- ii) Landfill disposal is necessary if the products are not salvageable or not suitable for animal feed. Often the responsible person chooses to dispose of the products on their own accord. Obtain the voluntary disposal form for this referenced product.
- 8. Product Responsibility.** The responsible person/entity is obligated to control their products. Shipping contracts will contain this information (examples are shipping companies, receivers, haulers, or drivers). The wrecker service usually takes over traffic control responsibility when law enforcement leaves the scene.
- 9. Tracking the product.**
- a) Include on the forms for holding and disposal agreements arrangements for disposition of the product.
 - b) Official seals can be attached to containers if measures are needed to stop illegal salvaging or to identify the load or portions of the load that requires action upon destination arrival. This would occur in situations where a licensed salvager wants to salvage the product. This allows DPHHS to follow-up with the disposition of the sealed load in the receiving jurisdiction.
 - c) Embargo or detainment of product is used if voluntary agreements cannot be obtained. This is an authority given to EHFS and must be officially delegated before local action can be taken. Contact the DPHHS Duty Officer for assistance. Use official embargo tags and forms.
 - d) If the situation needs crowd control, call law enforcement.
- 10. Completion.** Email completed wreck report and signed voluntary disposal or holding forms to EHFS at hhsfcs@mt.gov .

DEPARTMENT OF PUBLIC HEALTH & HUMAN SERVICES
ENVIRONMENTAL HEALTH AND SAFETY SECTION
Helena, Montana 59620

DISPOSAL AGREEMENT

The undersigned _____
of

,
certifying that he is the owner, or the duly authorized representative of the owner, of certain
articles of foods or drugs found to be adulterated, or cosmetics found to be adulterated, or
misbranded as described below, dated _____, 20____, or described below:

Hereby agrees to disposal of the above as follows:

Date _____, 20____

I. REPORT OF DISPOSAL

The products described in the inventory above have been disposed of as follows:

MONTANA DEPARTMENT OF PUBLIC
HEALTH & HUMAN SERVICES

By _____

Title _____ Date _____

MONTANA DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES

ENVIRONMENTAL HEALTH AND SAFETY SECTION

Helena, Montana

VOLUNTARY HOLDING AGREEMENT

FOR A SUSPECTED AND/OR ADULTERATED OR MISBRANDED PRODUCT

We, the undersigned, will voluntarily hold in accordance with Section 50-31-509, MCA, the product mentioned below from sale, removal, or disposal, until such time as released by the Montana Department of Public Health and Human Services.

PRODUCT AND PROBLEM INVOLVED:

RESPONSIBILITY, TITLE, RELATIONSHIP OF UNDERSIGNED TO PRODUCT:

Signature of person responsible for the
product being voluntarily held

Authorized agent or representative of the
Montana Department of Public Health
and Human Services

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

BOARD AGENDA ITEM

Meeting Date

October 26, 2023

Agenda Item No.

5

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

AGENDA ITEMS: Board Member Discussion

PERSONNEL INVOLVED: Board Members/Staff

BACKGROUND FY24 Quarter 1 Finance Report; CONNECT Referral System Update;
Communications Bootcamp

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
Bedell						
Collins						
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Kaufman						
MacLaurin						
Murgel						
Rolfe						
Weber						
Weltz						

HEALTH DEPARTMENT MILL DOLLARS Thru September 2023

		REVENUE RECEIVED YTD				TOTAL RECEIVED YTD	25% of the year elapsed 27% % of payroll		
REVENUE	FY 2024 BUDGET	Administration	Community Health Promo	Environmental Health	Disease Ctrl & Prevention		Budget Remaining	% of Budget Collected	Prior Year to Date
Taxes	\$ 1,562,568	\$ 43,878	\$ -	\$ -	\$ -	\$ 43,878	\$ 1,518,690	2.81%	\$ 41,642.41
Cost Allocation Recovery	\$ 197,344	\$ 43,390	\$ -	\$ -	\$ -	\$ 43,390	\$ 153,954	21.99%	\$ 41,376
Health Insurance Credits	\$ 210,310	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210,310	0.00%	\$ -
Environmental Health Charges	\$ 162,080	\$ -	\$ -	\$ 39,064	\$ -	\$ 39,064	\$ 123,016	24.10%	\$ 34,955.00
Community Health Charges	\$ 325,934	\$ -	\$ -	\$ -	\$ 75,534	\$ 75,534	\$ 250,400	23.17%	\$ 53,136.84
Contracts/Grants	\$ 398,630	\$ 62,140	\$ 65,757	\$ -	\$ 6,894	\$ 134,790	\$ 263,840	33.81%	\$ 64,748.09
Miscellaneous	\$ 229,100	\$ 1,712	\$ 92	\$ 18,639	\$ 2,283	\$ 22,725	\$ 206,375	9.92%	\$ 20,967.83
TOTAL REVENUE	\$ 3,085,966	\$ 151,119	\$ 65,849	\$ 57,703	\$ 84,711	\$ 359,381	\$2,726,585	11.65%	\$ 256,826

FTE	4.870	2.750	3.250	6.985	17.855
	27.28%	15.40%	18.20%	39.12%	

YEAR TO DATE ACTUAL EXPENDITURES							%			
FY 2024 BUDGET	Administration	Community Health Promo	Environmental Health	Disease Ctrl & Prevention	TOTAL YTD SPENT	Budget Remaining	Budget Spent	Prior Year to Date		
PERSONNEL										
Regular Salary	\$ 1,148,063	\$ 92,566	\$ 52,322	\$ 43,722	\$ 115,189	\$ 303,799	\$ 844,264	26.46%	\$ 321,795	
Temporary /Seasonal Salary	\$ 1,200	\$ -	\$ -	\$ -	\$ 323	\$ 323	\$ 877	26.96%	\$ 311	
Overtime	\$ -	\$ 133	\$ -	\$ -	\$ -	\$ 133	\$ (133)	--	\$ 39	
Term Pay/ Uncomp Absences		\$ -	\$ 3,229	\$ -	\$ 2,188	\$ 5,417	\$ (5,417)	--	\$ -	
Benefits	\$ 392,894	\$ 29,990	\$ 17,146	\$ 14,345	\$ 35,212	\$ 96,693	\$ 296,201	24.61%	\$ 100,210	
Extra Pay period Savings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	--		
TOTAL PERSONNEL	\$ 1,542,157	\$ 122,689	\$ 72,696	\$ 58,067	\$ 152,913	\$ 406,365	\$ 1,135,792	26.35%	\$ 422,356	

YEAR TO DATE ACTUAL EXPENDITURES								% of Budget Spent			Prior Year to Date
	FY 2024 BUDGET	Administration	Community Health Promo	Environmental Health	Disease Ctrl & Prevention		TOTAL YTD SPENT	Budget Remaining			
OPERATIONS											
21.10 Office Supplies	\$ 3,300	\$ 286	\$ 213	\$ 209	\$ 394		\$ 1,102	\$ 2,198	33.38%	\$ 1,178	
21.20 Minor Equipment	\$ 1,250	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 1,250	0.00%	\$ 556	
21.50 Computer Equipment	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	--	\$ -	
22.10 Operating Supplies	\$ 11,100	\$ 1,380	\$ 12,710	\$ 39	\$ 1,187		\$ 15,316	\$ (4,216)	137.98%	\$ 21,974	
22.21 Hep B Vaccine	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	--	\$ -	
22.23 Non Travel Vaccinations	\$ 130,000	\$ -	\$ -	\$ -	\$ 28,724		\$ 28,724	\$ 101,276	22.10%	\$ 61,962	
22.24 Flu Vaccine	\$ 58,576	\$ -	\$ -	\$ -	\$ 13,456		\$ 13,456	\$ 45,120	22.97%	\$ 40,784	
22.26 Travel Vaccines	\$ 33,152	\$ -	\$ -	\$ -	\$ 21,844		\$ 21,844	\$ 11,308	65.89%	\$ 6,965	
22.27 Lab Expenses	\$ 3,850	\$ -	\$ -	\$ 50	\$ 400		\$ 450	\$ 3,400	11.69%	\$ 606	
22.61 Titrers/tests	\$ 2,390	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 2,390	0.00%	\$ 2,474	
23.10 Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	--	\$ -	
23.20 Gas & Oil	\$ 3,000	\$ -	\$ 282	\$ 581	\$ 139		\$ 1,002	\$ 1,998	33.41%	\$ 822	
31.20 Postage	\$ 2,855	\$ 69	\$ 370	\$ 322	\$ 469		\$ 1,229	\$ 1,626	43.06%	\$ 191	
31.40 Vehicle Parking	\$ 1,632	\$ -	\$ -	\$ 420	\$ -		\$ 420	\$ 1,212	25.74%	\$ -	
31.45 Vehicle Registration	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	--	\$ -	
31.60 Credit Card Fees	\$ 3,500	\$ -	\$ -	\$ 660	\$ 862		\$ 1,522	\$ 1,978	43.49%	\$ 1,143	
31.65 Credit Card Fees	\$ 2,100	\$ -	\$ -	\$ 805	\$ -		\$ 805	\$ 1,295	38.31%	\$ 543	
32.10 Printing	\$ 550	\$ 577	\$ 181	\$ 14	\$ 490		\$ 1,262	\$ (712)	229.48%	\$ 4,054	
33.10 Subscriptions	\$ -	\$ 111	\$ -	\$ -	\$ -		\$ 111	\$ (111)	--	\$ 90	
33.20 Advertising	\$ -	\$ 180	\$ 9,195	\$ 24	\$ -		\$ 9,399	\$ (9,399)	--	\$ 7,098	
33.50 Membership	\$ 5,300	\$ 5,600	\$ -	\$ -	\$ -		\$ 5,600	\$ (300)	105.66%	\$ 3,750	
33.60 Licenses	\$ 1,000	\$ -	\$ -	\$ 540	\$ 270		\$ 810	\$ 190	81.00%	\$ 810	
33.70 Education Awareness	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	--	\$ -	
33.80 Health Club Dues	\$ -	\$ 30	\$ -	\$ -	\$ -		\$ 30	\$ (30)	--	\$ 75	
34.10 Utilities (Augusta)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	--	\$ -	
34.50 Telephone	\$ 18,839	\$ 1,650	\$ 422	\$ 1,288	\$ 1,695		\$ 5,056	\$ 13,783	26.84%	\$ 682	
35.10 Professional Services	\$ 2,000	\$ 2,864	\$ 550	\$ 3,400	\$ 816		\$ 7,630	\$ (5,630)	381.50%	\$ 3,553	
35.65 Patient Services (BCH)	\$ -	\$ -	\$ 236	\$ -	\$ -		\$ 236	\$ (236)	--	\$ 809	
35.70 Community Projects	\$ -	\$ -	\$ 1,800	\$ -	\$ -		\$ 1,800	\$ (1,800)	--	\$ -	
36.10 Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	--	\$ 305	
36.20 Office Repair/Maint	\$ 5,400	\$ 2,077	\$ -	\$ 315	\$ -		\$ 2,392	\$ 3,008	44.30%	\$ 1,019	
36.30 Vehicle Repair	\$ 100	\$ -	\$ -	\$ 154	\$ -		\$ 154	\$ (54)	153.94%	\$ -	
37.10 Travel	\$ 1,250	\$ -	\$ 2,937	\$ -	\$ 29		\$ 2,967	\$ (1,717)	237.32%	\$ 1,154	
37.50 Board Expenses	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	--	\$ -	
38.10 Training	\$ 2,000	\$ 750	\$ 1,635	\$ -	\$ 12		\$ 2,397	\$ (397)	119.85%	\$ 7,682	
39.10 Contracted Services	\$ 16,564	\$ -	\$ 13,133	\$ 12,555	\$ 1,319		\$ 27,007	\$ (10,443)	163.05%	\$ 22,597	
39.20 Recruitment Services	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	--	\$ -	
39.61 Software Maint	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	--	\$ -	
50.10 Admin	\$ 69,014	\$ 17,254	\$ -	\$ -	\$ -		\$ 17,254	\$ 51,761	25.00%	\$ 16,471	
50.11 HD Admin (applied to grants)	\$ 750	\$ -	\$ 4,973	\$ -	\$ -		\$ 4,973	\$ (4,223)	663.04%	\$ 5,616	
50.20 Insurance	\$ 35,341	\$ 8,373	\$ -	\$ -	\$ 1,848		\$ 10,221	\$ 25,120	28.92%	\$ 10,503	
50.25 Deductibles	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	--	\$ -	
50.30 Rent	\$ 234,341	\$ 40,289	\$ 3,422	\$ 16,107	\$ 5,078		\$ 64,896	\$ 169,445	27.69%	\$ 51,734	
50.40 Technology	\$ 143,519	\$ 31,781	\$ -	\$ -	\$ -		\$ 31,781	\$ 111,738	22.14%	\$ 31,559	
50.41 Tech Agreements	\$ 28,610	\$ -	\$ 2,384	\$ 13,356	\$ 2,384		\$ 18,123	\$ 10,487	63.35%	\$ 2,142	
80.10 Transfers Out match	\$ 357,452	\$ -	\$ 11,447	\$ 5,898	\$ 75,273		\$ 92,618	\$ 264,834	25.91%	\$ 69,262	
80.10 Transfers Out septic	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	--	\$ 2,227	
80.10 Transfer out to Consent Refer	\$ 5,000	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 5,000	0.00%	\$ -	
80.20 Transfer to Outside Source	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	--	\$ -	
TOTAL OPERATIONS	\$ 1,183,735	\$ 113,271	\$ 65,890	\$ 56,738	\$ 156,687		\$ 392,586	\$ 791,149	33.17%	\$ 382,390	

\$	-								
CIP TRANSFERS	\$	-	0			\$	-	\$	-
GRAND TOTAL EXPENDITURES	\$	2,725,892	235,959.97	138,586.07	114,804.83	309,600.16	\$	798,951	\$
Revenue Over (Under) Expenditu	\$	360,074	(\$84,841)	(\$72,737)	\$	(57,102)	\$	(439,570)	\$
								29.31%	\$
									\$

FY 2024 BUDGET			Year to Date Actual		Fund Bal last FY thru March	
CASH FLOW			CASH FLOW			
BEGINNING CASH	\$	-	\$	596,988		
REVENUES	\$	3,085,966	REVENUES	\$		359,381
EXPENDITURES	\$	2,975,542	EXPENDITURES	\$		798,951
Restricted Cash (BCH F	\$	-	restricted to unrestricted transfer	\$	-	
ENDING CASH	\$	110,424	ENDING CASH (non res	\$	157,419	
					\$	12,301

90 Day Reserve=	\$ 672,138	Restricted Cash (BCH D	\$ 13,185	018
Current Cash Reserve (In Days)	19			

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

BOARD AGENDA ITEM

Meeting Date

October 26, 2023

Agenda Item No.

6

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

AGENDA ITEMS: Health Officer's Report

PERSONNEL INVOLVED: Public Health Staff

BACKGROUND: General Update

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
Bedell						
Collins						
Harris						
Kaufman						
MacLaurin						
Murgel						
Rolfe						
Weber						
Weltz						

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

BOARD AGENDA ITEM

Meeting Date

October 26, 2023

Agenda Item No.

7

☐ 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
Bedell						
Collins						
Harris						
Kaufman						
MacLaurin						
Murgel						
Rolfe						
Weber						
Weltz						

For Your Information



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

Notice & Invitation
East Helena Smelter Site
Public Meeting – In-Person and Virtual
November 15, 2023, 6:00 p.m.

The U.S. Environmental Protection Agency (EPA) and the Montana Environmental Trust Group (METG), Trustee of the Montana Environmental Custodial Trust, are hosting a public meeting on Wednesday, November 15, 2023, at 6:00 p.m. MT. EPA, METG and their project partners will review cleanup and reuse progress and plans at the former ASARCO Smelter Site in East Helena, Montana. The meeting will provide the public an important opportunity to learn and ask questions about remediation and redevelopment of the former ASARCO lands in East Helena.

ATTEND MEETING IN-PERSON AT METG OFFICE

325 Manlove Ave., East Helena, Montana

See directions below.

JOIN MEETING BY ZOOM OR PHONE

[Click here to join online by Zoom](#)

Use meeting ID 946 584 8922 and passcode B8U7EX

Or call 646-876-9923 and use meeting ID 946 584 8922 and passcode
664564

Directions to METG Office

Manlove Ave is near the former ASARCO Smelter Site. It is located south of Highway 12 and parallel to the Highway and the railroad tracks. Manlove Ave. intersects Highway 282 across from American Chemet.

- ✓ **From Helena**, take Highway 12 east. Go right onto Highway 282 South. Take first right onto Manlove Ave.
- ✓ **From Townsend**, take Highway 12 west. Go left onto Highway 282 South. Take first right onto Manlove Ave.
- ✓ **From Montana City**, take Highway 282 north. Go left onto Manlove Ave. (last street before Highway 12).

Look for the green modular building with the METG logo on the left!

Questions?

Please contact Christine Amrhine at 540-846-3163 or ca@g-etg.com or
Anna Novikova at 267-799-3842 or an@g-etg.com

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

FY 2024

	Jul	Aug	Sept	Oct	Nov/ Dec	Jan	Feb	Mar	Apr	May	Jun
Bedell	X	X	*								
Collins	O	X	*								
Harris	X	X	*								
Kaufman	X	X	*								
MacLaurin	O	X	*								
Murgel	O	X	*								
Rolfe	X	X	*								
Weber	X	X	*								
Weltz	O	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

T = Training



Lewis & Clark Public Health

1930 Ninth Avenue
Helena, MT 59601
PH: 457-8900
Fax: 406.457.8990

Tom Rolfe
County Commissioner
316 N. Park
Helena, Montana 59623
447-8304 (W) 447-8370 (Fax)
E-mail: trolfe@lccountymt.gov

(1)
Pleasure of L & C County Commission

Mayor Wilmot Collins
City Commissioner
316 N. Park
Helena, Montana 59623
447-8410 (W)
E-mail: wcollins@helenamt.gov

(2)
Pleasure of City of Helena Commission

Rex Weltz
Superintendent, Helena School Dist. No. 1
55 S. Rodney
Helena, Montana 59601
324-2001 (W)
E-mail: rweltz@helenaschools.org

(3,a)
Superintendent of Schools

Dr. Mikael Bedell -vice chair
710 Madison Ave
Helena, MT 59601
208-630-3848 (C)
E-mail mbedell@sphealth.org

(3,b)
Term expires - June 30, 2025

Lisa Kaufman
4322 Paso Fino Lane
Helena, MT 59602
438-1194(H) 444-5313 (W)
E-mail: lkaufman@mt.gov

(3,c)
Term expires - June 30, 2024

Mayor Kelly Harris
P.O. Box 1170
East Helena, MT 59635
438-1031(C)
E-mail: kharris@easthelenamt.us

(3,d)
Pleasure of East Helena City Council

Brie MacLaurin-chair
710 N. Davis St.
Helena, MT 59601
461-0784 (C)
E-mail: briemaclaurin@gmail.com

(3,e)
Term expires - June 30, 2025

Katherine Weber
3135 Bannack Drive
Helena, MT 59602
215-499-0050 (C)
E-mail: Katherine.weber@hotmail.com

(3,f)
Term expires - June 30, 2024

Justin Murgel
2502 Gold Rush Ave.
Helena, MT 59601
422-9928 (H)
E-mail: justin.murgel@pureviewhealthcenter.org

(3,g)
Term expires - June 30, 2024

Updated May 2023

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



LEWIS AND CLARK CITY-COUNTY BOARD OF HEALTH

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

MEMBERS

Katherine Weber	Term expires - June 30, 2024	First Term
Justin Murgel	Term expires - June 30, 2024	Second Term
Mikael Bedell	Term expires - June 30, 2025	Second Term
Brie MacLaurin	Term expires - June 30, 2025	Second Term
Lisa Kaufman	Term expires - June 30, 2024	First Term
Rex Weltz	Superintendent of Schools	
Tom Rolfe	Pleasure of Lewis & Clark County Commission	
Mayor Wilmot Collins	Pleasure of Helena City Commission	
Mayor Kelly Harris	Pleasure of East Helena City Council	

MEETING DATES FOR FISCAL YEAR 2024

Scheduled for 1:00 p.m. in the Public Health Conference Room of the Murray Building or by Zoom.

July 27, 2023

August 24, 2023

September 28, 2023

October 26, 2023

December 7, 2023

January 25, 2024

February 22, 2024

March 28, 2024

April 25, 2024

May 23, 2024

June 27, 2024

July 2023