

**LEWIS AND CLARK CITY-COUNTY
BOARD OF HEALTH – MINUTES
316 N. PARK AVENUE, HELENA, MONTANA 59601
Lewis and Clark City-County Building
June 28, 2018**

Members Present

Commissioner Andy Hunthausen, vice chair
Mayor Wilmot Collins
Scott St. Clair
Jenny Eck
Kammy Johnson (arrived @ 1:32 p.m.)

Staff Present

Drenda Niemann Shelly Maag
Jolene Helgersen
Kathy Moore
Gayle Shirley
Beth Norberg
Frank Preskar
Laurel Riek

Members Absent

James Benish, chair
Dr. Adron Medley
Anne Weber
Jack Copps

Guests Present

Brandy Kincheloe, DPHHS

Commissioner Andy Hunthausen, vice chair, called the meeting to order at 1:16 p.m. A quorum was not established. Introduction of board members were made.

REVIEW OF AGENDA

No changes were made to the agenda.

MINUTES

Commissioner Hunthausen asked if there were any corrections or additions to the May 24, 2018, minutes. The Board approved the minutes as written.

BOARD MEMBER DISCUSSION

Quality Council: Culture of Quality Update: Gayle Shirley, Communications and Systems Improvement Manager, presented an update on the May 2018 Culture of Quality Improvement Assessment (see Attachment "A"). The LCPH staff was asked to participate in a survey aimed at measuring the "culture of quality improvement" here at the health department. 34 employees out of 48 took the survey. The survey relied on an assessment tool developed by NACCHO, the National Association of County and City Health Officials. It is based on 6 foundational elements that measure the level of experience staff have with quality improvement and the amount of time and resources available to participate in it. These are labeled Phase 1 through Phase 6, with 6 being the highest level. At Phase 6, "senior leaders fully embrace quality and ensure the sustainability of the culture by maintaining necessary resources." In answer to a question from Commissioner Hunthausen, Ms. Shirley said that the Quality Council is finding tools to assess the culture from sources like NACCHO and PHQIX (Public Health Quality Improvement Exchange).

HEALTH OFFICER'S REPORT

Staff from Environmental Services, Licensed Establishment, and Communications have been actively involved with the latest flooding in Lewis and Clark County, especially in Augusta, Montana. A town meeting in Augusta is planned to discuss the aftermath of flooding and the effects it had on residents' wells. A health message was issued for residents to boil their water or use bottled water.

The Big Sky and Severe Disability/Mentally Ill Medicaid Waiver programs were required to reapply through a competitive bid process this year. After 34 years of delivering these services to individuals living with disability and mental illness, Lewis and Clark Public Health was not selected to continue providing case management. A letter of protest to the Department of Administration Procurement Office requesting an independent review of the scoring and selection process was denied. The programs will officially close at the end of June, and current clients will be transferred to the Benefis Spectrum Team that received the grant. Five (5) staff were given formal Reduction in Force letters from the County. In answer to a question from Jenny Eck, Ms. Niemann said that Benefis is headquartered in Great Falls with secondary locations in Bozeman and Butte. Teams in Helena will work from home. In answer to a question from Mayor Wilmot Collins, Ms. Niemann said that Benefis is hiring and that case management staff are welcome to apply.

In order to maintain accreditation, the accreditation team has submitted Section I of the annual accreditation report required by the Public Health Accreditation Board (PHAB) and is preparing Section II, which is due the end of July.

A quorum was established at 1:32 p.m.

ACTION ITEMS

Review and Approval of the Lewis and Clark Public Health Communicable Disease and Rabies Management Protocols 2018: Laurel Riek, Licensed Establishment Program Supervisor, requested board approval of the Lewis and Clark Public Health Communicable Disease and Rabies Management Protocols (pages 6-28 of the board packet). Ms. Riek noted that no substantive changes were made to the protocols. In answer to a question from Kammy Johnson, Ms. Riek said that animal control will alert the health department when an animal has been placed in quarantine after a biting incident or the animal cannot be located. There being no public comment, Ms. Johnson made a motion to approve the Lewis and Clark Public Health Communicable Disease and Rabies Management Protocols. Mayor Collins seconded the motion. The motion carried 5-0.

Review and Approval of the Lewis and Clark Public Health Specimen Transport Plan: Ms. Riek requested board approval of the Lewis and Clark Public Health Specimen Transport Plan (pages 30-33 of the board packet). Ms. Riek noted that all requirements to the plan have been met. There being no public comment, Mayor Collins made a motion to approve the Lewis and Clark Public Health Specimen Transport Plan. Ms. Johnson seconded the motion. The motion carried 5-0.

SO2 Nonattainment Letter of Support: Kathy Moore, Environmental Services Division Administrator, requested the approval of a SO2 Nonattainment Letter of Support (page 35 of the board packet) asking the US Environmental Protection Agency (EPA) to re-designate the East Helena Sulfur Dioxide (SO2) Nonattainment Area and to approve the Area Maintenance Plan. Ms. Moore provided a brief background on the history of the nonattainment designation. In answer to a question from Scott St. Clair, Ms. Moore said that winter air quality would not affect the classification since the majority of winter air pollutants are from wood stoves. There being no public comment, Mr. St. Clair made a motion to approve the SO2 Nonattainment Letter of Support. Mayor Collins seconded the motion. Motion carried 5-0.

Lead Nonattainment Letter of Support: Ms. Moore requested the approval of a Lead Nonattainment Letter of Support (page 37 of the board packet) asking the US Environmental Protection Agency (EPA) to re-designate the East Helena Lead Nonattainment Area and to approve the Area Maintenance Plan. There being no public comment, Mayor Collins made a motion to approve the Lead Nonattainment Letter of Support. Mr. St. Clair seconded the motion. Motion carried 5-0.

HEALTH OFFICER’S REPORT (continued)

Drenda Niemann, Health Officer, announced that she has created a 90-day transition plan, which entails hiring a new Community Health Promotion Division administrator, presenting the strategic plan for approval at the July board meeting, team building, meeting with board members, and continued work on the community health assessment. Ms. Niemann will send out a brief survey to the board regarding their thoughts on board orientation, training, and logistics.

PUBLIC COMMENT

No public comment was made.

The meeting adjourned at 2:01 p.m.

Commissioner Andy Hunthausen, Vice Chair

Drenda Niemann, Secretary