

**LEWIS AND CLARK CITY-COUNTY
BOARD OF HEALTH – MINUTES
316 PARK AVENUE, HELENA, MONTANA 59624
Room 330
May 26, 2016**

Members Present

Anne Weber, chair
James Benish, vice chair
Mayor Jim Smith
Scott St. Clair
Kent Kultgen
Dr. Adron Medley

Staff Present

Melanie Reynolds
Jolene Helgerson
Norman Rostocki
Drenda Niemann
Gayle Shirley
Gina Hultin

Members Absent

Kammy Johnson
Jenny Eck
Commissioner Susan Good Geise

Guests Present

None

Anne Weber, chair, called the meeting to order at 1:31 p.m. A quorum was established.

REVIEW OF AGENDA

No changes were made.

INTRODUCTION

Drenda Niemann, Community Health Promotion Division Administrator, introduced newly hired WIC Registered Dietitian Gina Hultin.

MINUTES

Ms. Weber asked if there were any corrections or additions to the April 28, 2016, minutes. The Board approved the minutes as written.

PRESENTATION

Ms. Niemann, Community Health Promotion Division Administrator, gave an update on activities, promotions, and challenges within her division's programs, including WIC, Healthy Families, Tobacco Use Prevention, Cancer Control, and the Consented Referral System. She also described her staff's involvement with the Healthy Communities Coalition and Early Childhood Coalition (see Attachment "A"). In answer to a question from Jim Benish, Ms. Niemann stated that the Tobacco Use Prevention Program is working with the State of Montana on an assessment of tobacco points of sale. Melanie Reynolds, Health Officer, said that she has spoken informally to State Representative Jenny Eck to ask what Boards of Health can do regarding tobacco points of sale. In answer to a question from Scott St. Clair, Ms. Niemann stated that the Healthy Communities Coalition is working closely with representatives from the Montana Independent Living Project and Montana State University, as well as members of the public who have disabilities, to develop an Active Living Wayfinding System for parks and urban trails in the greater Helena area. In answer to a question from Ms. Weber, Ms. Niemann stated that the Plan 4 Health grant the department received is a communication mechanism for the community to

know where they can engage in physical activity and find nutritious foods. The Board of Health may be asked in the future to consider policy changes related to the Active Living Wayfinding System.

Ms. Reynolds announced that Ms. Niemann has been certified as a mediator through the National Guard. She could assist the county with mediation issues if they arise.

BOARD MEMBER DISCUSSION

Finance Report: Mr. Rostocki referenced the FY16 comparison to budget and cash flow for July 2015 through April 2016 (pages 12-13 of the board packet). Mr. Rostocki noted that the department is 83% of the way through its fiscal year. Total revenue to date is \$1,415,052, or 72% of the amount budgeted; actual expenditures are \$1,742,252 or 86% of the amount budgeted. Revenues are under expenditures by \$327,199; total ending cash is \$557,979.

ACTION ITEMS

Request for Adoption of the 2016 Community Health Improvement Plan: Gayle Shirley, Communications and Systems Improvement Manager, presented the 2016 Lewis and Clark County Community Health Improvement Plan for adoption by the Board (see Attachment “B”). The health department, in collaboration with St. Peter's Hospital, held three community health improvement planning (CHIP) meetings with more than 50 community members representing a variety of local interests to identify priority health issues they believe the community as a whole needs to focus on in the next few years. Ms. Shirley identified the next steps for the plan and the development of the next community health report. Ms. Reynolds highlighted the community health priorities, listed on page 2 of the plan. In answer to questions from Dr. Medley, Ms. Reynolds stated that the reduction in high school students who report any tobacco use in the last month is based on the Youth Risk Behavior Survey conducted by the Montana Office of Public Instruction. Ms. Niemann highlighted the tobacco use strategies and leads (page 17 of the plan) to show how the health department and other agencies are working to reduce teen tobacco use. Jim Benish made a motion to adopt the 2016 Lewis and Clark County Community Health Improvement Plan. Kent Kultgen seconded the motion. The motion carried 6-0.

BOARD MEMBER DISCUSSION *continued*

Accreditation Update: Ms. Shirley demonstrated for the Board the web-based Public Health Accreditation Board (PHAB) documentation process called e-PHAB. The health department will submit all documents required for accreditation to PHAB on May 27. After that, the department’s accreditation workgroup will prepare for the PHAB site visit.

HEALTH OFFICER’S REPORT

On June 9, Helena Exploration Works will host an exhibit on communicable diseases related to mosquitoes and leeches called “Attack of the Blood Suckers.” A public health immunization representative will lead a discussion on the Zika virus.

Ms. Reynolds and the immunization program will give a presentation on immunizations to the Helena Rotary Club in June.

Board members whose terms are due to expire will be contacted by the County Commission regarding reappointment.

Ms. Reynold discussed changing the Board of Health meetings from 1:30 p.m. every 4th Thursday of the month to 1:15 p.m. The Board agreed to start the Board of Health meetings at 1:15 p.m.

Board members thanked Kent Kultgen for his service on the Board of Health as this was his last meeting before moving out of state.

There being no public comment, the meeting adjourned at 2.44 p.m.

Anne Weber, Chair

Melanie Reynolds, Secretary