

**LEWIS AND CLARK CITY-COUNTY  
BOARD OF HEALTH – MINUTES  
316 N. PARK AVENUE, HELENA, MONTANA 59601  
Room 330  
October 26, 2017**

Members Present

James Benish, chair  
Anne Weber  
Jack Copps  
Kammy Johnson  
Scott St. Clair  
Jenny Eck  
Mayor Jim Smith

Staff Present

Melanie Reynolds      Megan Grotzke  
Jolene Helgersen      Katie Bevan  
Kathy Moore              Brett Lloyd  
Drenda Niemann  
Eric Merchant  
Beth Norberg  
Eric Henrich

Guests Present

Members Absent

Commissioner Andy Hunthausen, vice chair  
Dr. Adron Medley

Jim Benish, chair, called the meeting to order at 1:16 p.m. A quorum was established.

**REVIEW OF AGENDA**

No changes to the agenda were made.

**MINUTES**

Mr. Benish asked if there were any corrections or additions to the September 28, 2017, minutes. The Board approved the minutes as written.

**PRESENTATION**

Eric Merchant, Disease Control and Prevention Division Administrator, gave a presentation on his division (see Attachment “A”) in which he provided an update and changes that have been made to the communicable-disease objectives in the Community Health Improvement Plan (CHIP) and a brief overview of the 2017 Year-to-Date Communicable Disease Summary Report. Mr. Merchant also gave a brief overview of the Multi-County Public Health Emergency Preparedness Committee (MCPHEP) (see Attachment “B”). In answer to a question from Mr. Benish, Mr. Merchant stated that our public health nurses are working to educate schools and parents of the need to vaccinate for the Human papillomavirus (HPV) in children ages 11-12. Mr. Merchant will send a follow-up to the Board regarding HPV vaccination education to other programs and agencies within our community. In answer to a question from Jenny Eck, Mr. Merchant stated that the Centers for Disease Control (CDC) is not recommending use of flu nasal spray during the 2016-2017 flu season because it has proved to be ineffective in earlier seasons.

**BOARD MEMBER DISCUSSION**

Finance Report: Melanie Reynolds, Health Officer, referenced the FY18 comparison to budget and cash flow for July 2017 through September 2017 (pages 13-14 of the board packet). Ms. Reynolds noted that the department is 25% of the way through its fiscal year. Total revenue to date is \$212,461, or 10% of the

amount budgeted; actual expenditures are \$395,137 or 17% of the amount budgeted. Revenues are under expenditures by \$182,675; total ending cash is \$577,079.

2016 CHIP Annual Progress Report Update: Ms. Reynolds gave a brief update on the progress that has been made toward the public health goals and objectives outlined in the 2016 Community Health Improvement Plan (CHIP) (pages 15-16 of the board packet). Board members discussed the high suicide rate in Lewis and Clark County compared to other counties in Montana and the nation. Ms. Reynolds noted that our county suicide rate has increased but that the reason may be more reporting and awareness.

Proposed January Board of Health Meeting Change Request: Ms. Reynolds asked the Board to consider changing its January 25, 2018, meeting to January 18, 2018. Kammy Johnson made a motion to approve the request. Anne Weber seconded the motion. The motion carried 7-0.

TRAKiT Update: Beth Norberg, Sanitarian for the Environmental Services Division, gave a brief update on the TRAKiT land-based software that was implemented to assist city and county planners and the Environmental Services Division to track and streamline workflow processes related to permitting.

### **INTRODUCTIONS AND EMPLOYEE RECOGNITION AWARD**

The Quarterly Public Health Employee Recognition Award was given to Ms. Norberg.

Mr. Merchant introduced new Environmental Health Specialist Eric Henrich. Drenda Niemann, Community Health Promotion Division Administrator, introduced new Referral Coordinator Megan Grotzke and Home Case Visiting Manager Katie Bevan.

### **HEALTH OFFICER'S REPORT**

The health department will collaborate with United Way, Rocky Mountain Development Council, St. Peter's Health, and PureView Health Center to steer development of the 2018 community health assessment.

Three contracting bids have been submitted for the remodel of the lower level of the Murray Building. Construction should begin by the first of the year and be completed by May 2018. Jill-Marie Steeley, Executive Director of PureView Health Center, secured a grant to refit the audio equipment in both boardrooms of the Murray Building.

On November 7, Headwaters Health Foundation will host a collaborative strategic meeting on health issues in our community. Ms. Reynolds sent an email invitation to the board.

The Medicaid Home and Community Based Services Program will hire a grant writer in a bid to renew its 7-year contract with the state.

Air-quality monitoring season begins November 1.

There being no public comment, the meeting adjourned at 2:41 p.m.

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Jim Benish, Chair

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Melanie Reynolds, Secretary