

**LEWIS AND CLARK CITY-COUNTY
BOARD OF HEALTH – MINUTES
316 PARK AVENUE, HELENA, MONTANA 59624
Room 330
February 23, 2017**

Members Present

Anne Weber, chair
James Benish, vice chair
Commissioner Andy Hunthausen
Kammy Johnson
Scott St. Clair

Members Absent

Jack Copps
Dr. Adron Medley
Jenny Eck
Mayor Jim Smith

Staff Present

Melanie Reynolds Beth Norberg
Jolene Helgerson
Drenda Niemann
Kathy Moore
Gayle Shirley
Eric Merchant
Jay Plant

Guests Present

Anne Weber, chair, called the meeting to order at 1:15 p.m. A quorum was not established.

REVIEW OF AGENDA

No changes were made.

MINUTES

Ms. Weber asked if there were any corrections or additions to the January 26, 2017, minutes. The Board approved the minutes as written.

A quorum was established at 1:19 p.m.

BOARD MEMBER DISCUSSION

Melanie Reynolds, Health Officer, presented the first half of the Fiscal Year 2017 Performance Measures and Work Load Indicators (see Attachment “A”) for the board to review. Ms. Reynolds announced that the accreditation process has helped the health department with ways to improve the performance measures. Staff will restructure the performance measures for Fiscal Year 2018. In answer to a question from Commissioner Hunthausen, Drenda Niemann, Community Health and Promotion Division Administrator, said the reason for the large increase in the number of youth involved in tobacco prevention activities from 2016 to present is the hard work that Sarah Shapiro, Health Educator for the Tobacco Prevention Program, is doing to engage the youth in the community through “days of action” events.

PRESENTATION

Update on the Lewis and Clark County Septic Maintenance Program: Beth Norberg, Registered Sanitarian with the Environmental Services Division, gave an update on the septic maintenance program-reporting period from July 1, 2011, to February 15, 2017 (page 7 of the board packet). Ms. Norberg highlighted the number of notices mailed, assessment forms received, inspections reported, percentage of compliance and other activities related to the program. Ms. Norberg also noted that staff plans to work on evaluating the program this year and present to the Board recommended changes, if any. In answer to questions from Jim Benish, Ms. Norberg stated that a septic inspection report is not required by the

program to be provided during a real estate transaction. Real estate agents do work closely with the program and attend several septic presentations. She also stated that some homeowners who have received assessment reminder notices have chosen not to comply. In answer to a question from Scott St. Clair, Ms. Norberg stated that homeowners will receive 45-day, 30-day, and 10-day reminder letters before a \$250.00 Notice of Violation (NOV) letter is sent. At this time, the program has not issued a NOV. Ms. Norberg stated that when staff begins the evaluation process, they will look into ways to enforce the program. She has had public interest in a septic voucher incentive.

BOARD MEMBER DISCUSSION

Communicable Disease Report for Calendar Year 2016: Eric Merchant, Disease Control and Prevention Division Administrator, provided a summary of reportable communicable diseases within the County for Calendar Year 2016 (see page 9 of the board packet). Mr. Merchant provided communicable disease data relating to the Community Health Improvement Plan (CHIP) community concerns around vaccine-preventable disease; influenza; sexually transmitted infections; food-borne illness; and emerging diseases. Mr. Merchant also noted that the 2016 Gold and Silver Fork Award Ceremony is tentatively scheduled for March 9 or 21. In answer to questions from Mr. St. Clair and Commissioner Hunthausen, Mr. Merchant said that he would respond back to the Board with information on the efficiency of the 2016-2017 flu vaccine and the exact source of a national salmonella outbreak.

Accreditation Update: Gayle Shirley, Communications and Systems Improvement Manager, announced that at the end of the February 8-9 accreditation site visit, the site visitors provided a list of the department's 3 greatest strengths, 3 opportunities for improvement, and their overall impressions of the department.

3 Greatest Strengths

- Our robust community engagement (Healthy Communities Coalition was cited as an example)
- Our relationship with our Board of Health
- The staff's commitment to the health department mission

3 Opportunities for Improvement

- Institutionalizing and implementing the new plans and policies we adopted as a result of accreditation
- Increasing staff involvement in plan development and progress reports
- Improving infrastructure (IT and signage were cited, as well as the challenges of being in multiple locations)

Overall Impressions

- We clearly use a team approach.
- The department is welcoming, inviting, and helpful.
- We are a valued partner in our community.

The site visitors will produce a report of their visit with us and submit it to the Public Health Accreditation Board when they meet in June. It will be the basis for the board's decision of whether we are accredited.

Legislative Update: Ms. Reynolds will send out an easy-to-use list of public health related legislative bills for the Board to follow.

HEALTH OFFICER’S REPORT

Ms. Reynolds announced that the health department is still recruiting for a half-time finance coordinator.

The 2016 Food Safety Award Ceremony is tentatively scheduled for March 9 or 21 or the next board meeting.

The Board of County Commissioners has offered the Chief Administrative Officer position formerly held by Eric Bryson to Roger Baltz. His start date has been tentatively set for April 3.

The Local Advisory Council (LAC) Suicide Prevention Committee will meet on March 1, 2017, at 4:00 p.m. in the Murray Building Conference Room.

Jay Plant, Registered Sanitarian with the Environmental Services Division, provided an air quality update for the month of February (see Attachment “B”). In answer to questions from Mr. St. Clair, Mr. Plant stated that most of the air quality violations are discovered due to staff’s air quality monitoring. A few are driven by customer complaints. EPA-certified wood burning and pellet stoves are allowed to burn during poor air quality days as long as the opacity of smoke coming from the stove is below 20 percent. Mr. Plant also stated that it is difficult to find funding for assistance for an EPA stove swap. The County is working with the state Department of Environmental Quality on grant funding options.

There being no public comment, the meeting adjourned at 2:38 p.m.

Anne Weber, Chair

Melanie Reynolds, Secretary