

**LEWIS AND CLARK CITY-COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH – PUBLIC HEARING MINUTES
316 N. Park, Room 330, HELENA, MONTANA 59601
February 28, 2013**

Members Present

Ken Wallace, chair
Susan Epstein, vice-chair
Commissioner Andy Hunthausen
Mayor Anthony Strainer
Mayor Jim Smith
Kelly Parsley
Jennifer Lowell
Kent Kultgen
Anne Weber

Staff Present

Melanie Reynolds
Jolene Helgerson
Kathy Moore
Gayle Shirley
Beth Norberg
Norman Rostocki

Guests Present

Members Absent

Ken Wallace, chair, called the meeting to order at 1:30 p.m. A quorum was established.

REVIEW OF AGENDA

Melanie Reynolds, Health Officer, made a request to have Norman Rostocki, Finance Coordinator, present the finance report before the other presentations listed on the agenda.

BOARD MEMBER DISCUSSION

Finance Reports: Mr. Rostocki referenced the FY13 comparison to budget and cash flow for July 2012 through January 2013 on page 26 of the board packet. Mr. Rostocki noted that the Department is 58% of the way through its fiscal year. Total revenue to date is \$931,203, or 56% of the amount budgeted; actual expenditures are \$977,048, or 57% of the amount budgeted. Revenues are under expenditures by \$45,845; total ending cash is \$569,165. Mr. Rostocki noted a calculation error regarding rent reduction. He will add \$10,566 back into the cash flow. Ms. Reynolds stated that the fiscal year 2014 budget discussion will start soon. She will present a draft budget to the Board at the March meeting. The final budget will be approved by the commissioners in May.

PRESENTATION

Beth Norberg, registered sanitarian for the Environmental Services Division, gave an update and PowerPoint presentation on the Septic Maintenance Program for the reporting period of July 1, 2011, to February 15, 2013. Ms. Norberg discussed the total notifications sent, number of assessment forms submitted, total number of responses and non-responses, outreach and education, enforcement, and next steps. Commissioner Hunthausen recommended that staff work with the County Address Coordinator to create protocols that will notify the department of new address changes to permits. Mr. Rostocki presented the Septic Maintenance Program budget sheet for fiscal year 2013, located on page 4 of the board packet. The Board discussed the issue regarding the program's ability to be self-sustaining or to be funded by the Mill until it is. Also discussed were the possibilities of a gradual fee increase to attain a self-sustaining program. The Board agreed that the program is still in its initial phase and that a small

subsidy is still needed. Commissioner Hunthausen recommended that staff look into opportunities for grant funding for the program.

PRESENTATION

Kathy Moore, division administrator for the Environmental Services Division, gave a PowerPoint presentation on the Wood Stove Survey that was conducted in December 2011 and completed in August of 2012. The Montana Department of Environmental Quality (DEQ) through the Environmental Protection Agency (EPA) funded the wood stove survey to develop information for public education on wood stove burning and its effects. The survey was conducted by the Frause Company of Seattle, Washington. A total of 270 homes in the Helena area were contacted and asked a series of questions about their frequency of burning, types of wood burning appliances used, wood and material burned, disadvantages of wood burning, willingness to change burning behaviors, and their perceptions about air quality. Ms. Moore noted that the majority of the callers indicated that they believe there is not a problem with the air quality in the Helena Valley. Ms. Moore discussed a new PM Advance Program launched by the EPA to encourage emission reductions in PM_{2.5} to help maintain the PM_{2.5} NAAQS. The goals of the program are to help attainment areas ensure continued health protection for their citizens, better position areas to remain in attainment, and efficiently direct available resources toward actions to address PM problems quickly. Ms. Moore noted that Helena is close to becoming a non-attainment area and urged the Board to approve staff to move forward with the program by sending a letter to the DEQ. Kelly Parsley made a motion that staff send the letter of acceptance to the program to the Board for review and move forward with the program. Susan Epstein seconded the motion. The motion carried 9-0.

MINUTES

Mr. Wallace asked if there were any corrections or additions to the January 24, 2013, minutes. Kelly Parsley stated that, on pages 21 and 22 of the board packet, the motion in the last paragraph on page 21 had been copied into the motion on page 22. Ms. Reynolds stated that staff will review the tapes and correct the minutes to reflect the proper motions. The Board approved the minutes with the amendments.

BOARD MEMBER DISCUSSION *continued*

WQPD and CHC Update: Jennifer Lowell stated that the Water Quality Protection District (WQPD) has had in the past couple of months presentations and discussions on the City of Helena Stormwater (MS4) Program, Water Isotope Results, METG 2013 Interim Measures Work Plan, Targeted Watershed Grant, and the Lake Helena Watershed 2013 Work Plan. In answer to a question from Commissioner Hunthausen, Ms. Moore stated that the Septic Maintenance Program has not explored the option of working with the Lake Helena Watershed Group and the WQPD as a grant funding source or for staff assistance. Ms. Norberg has worked with the district and watershed group on outreach about the Septic Maintenance Program. In answer to a question from Mayor Smith, Ms. Lowell said she would check to see if the Helena National Forest is part of the Lake Helena Watershed Group.

Ms. Parsley stated that the Cooperative Health Center (CHC) is working with the architects on the proposed addition to the clinic building. Construction is expected to be completed in September 2014. The clinic is also working on the Affordable Care Act, which will go into effect in October 2013. This will increase the number of patients the clinic sees. The clinic is re-advertising for a finance manager position and has recently advertised for a clinic operations manager. Ms. Parsley noted that Broadwater County has applied through Access Point Funding to open a clinic in Broadwater County. The CHC has discussed with Broadwater County the possibility of becoming part of a satellite clinic with the CHC.

Update on Revision Draft Soil Regulations for East Helena Superfund Site: Ms. Moore stated that the county attorney has recommended leaving in the section that requires RCRA activities to be permitted in the soil regulations. Ms. Moore and the county attorney will discuss this at the March board meeting. She will also ask the attorney for East Helena to review and comment on the RCRA permit. Ms. Moore stated that there will be no need to permit residential wells because there is less than a cubic yard of material excavated from a well. She will also discuss this further at the March board meeting.

City of Helena Subdivision Regulations: Ms. Parsley attended the City of Helena Commission hearing regarding the adoption of revised subdivision regulations as part of Board of Health support for the integration of the City's Complete Streets Resolution into the regulations. The commission has tabled the regulations to further work on the engineering standards of the regulations.

Northwest Center for Public Health Practice Update: Gayle Shirley, Communications Coordinator, informed the Board that the Northwest Center for Public Health Practice produces a monthly postcard celebrating public-health success stories that showcase how public health is making a difference in the Northwest. In February, the postcard celebrated the health department's involvement in controlling a norovirus outbreak at a wildland fire camp in August 2012.

Community Health Improvement Plan: Ms. Shirley stated that on Feb. 26, the health department held the last of 3 community meetings aimed at developing a Community Health Improvement Plan, or CHIP. Several of our staff, along with close to 30 partners from diverse segments of our community, came together to develop goals, objectives, and strategies around the top 4 health concerns that they had prioritized at an earlier meeting: mental health, substance abuse, chronic disease, and maternal and child health. The next steps will be to move ahead with drafting a community health improvement plan that outlines the efforts of this CHIP task force. Once the draft is ready, the steering committee will present it to the public for comments and suggestions.

HEALTH OFFICER REPORT

The National Association of Local Boards of Health will have its annual conference in Salt Lake City, UT, August 13 and 14. Ms. Reynolds will send out more information about the conference to the Board.

Tobacco funding has been reintroduced back into the state budget and has passed the Health and Human Services Appropriations Subcommittee of the Legislature. There is concern that funding for family planning has been removed from the legislative budget.

About 80 people, many of them teens, gathered at the Myrna Loy Center Feb. 21 for a free screening of the documentary, "Addiction Incorporated." The critically acclaimed film tells the true story of the tobacco industry's lies about tobacco addiction and its attempt to silence the scientist who blew the whistle on the industry. The screening was sponsored by the health department, the Youth Connections Coalition, and reACT Against Corporate Tobacco.

The Health Department is currently hiring a CPA in WIC, an administrative assistant for the Environmental Services Division, and a part-time nurse for the Medicaid Waiver Program.

Ms. Reynolds will work to schedule the board strategic planning meeting during the month of April or May.

Nate Olson, the new president and CEO of St. Peter's Hospital, was unable to attend the February Board of Health meeting. Ms. Reynolds will work to reschedule Mr. Olson to attend the March board meeting.

There being no public comment, the meeting adjourned at 3:41 p.m.

Ken Wallace, Chair

Melanie Reynolds, Secretary

Action Items from February 28, BOH Meeting

- Ms. Lowell will find out if the Helena National Forest is part of the Lake Helena Watershed Group and will report back to the Board.
- Ms. Reynolds will work to schedule the board strategic planning meeting during the month of April or May.
- Ms. Reynolds will work to reschedule Mr. Olson, president and CEO of St. Peter's Hospital, to attend the March board meeting.