

**LEWIS AND CLARK CITY-COUNTY
BOARD OF HEALTH – MINUTES
316 PARK AVENUE, HELENA, MONTANA 59624
Room 330
April 27, 2017**

Members Present

Anne Weber, chair
James Benish, vice chair
Commissioner Andy Hunthausen(Arrived @ 2:17 pm)
Jack Copps
Scott St. Clair

Members Absent

Kammy Johnson
Jenny Eck
Mayor Jim Smith
Dr. Adron Medley

Staff Present

Melanie Reynolds Nicole Foster
Jolene Helgersen
Eric Merchant
Gayle Shirley
Karen White
Robie Marcoux
Marissa Cover

Guests Present

Sherry Smith-Accounting Tech

Anne Weber, chair, called the meeting to order at 1:18 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 March 23, 2017, minutes. The Board approved the minutes as written.

A quorum was established at 2:17p.m.

INTRODUCTIONS/RECOGNITION

Robie Marcoux, Supervisor of the Home and Community Based Medicaid Waiver Programs, introduced new SDMI Case Manager Marissa Cover and new Medicaid Waiver Nurse Nicole Foster.

Melanie Reynolds, Health Officer, introduce new Lewis and Clark County Chief Administrative Officer Roger Baltz.

Ms. Reynolds introduced Karen White as the recipient of the Fiscal Year 2017 4th Quarter Employee Recognition Award.

BOARD MEMBER DISCUSSION

Finance Report: Ms. Reynolds referenced the FY17 comparison to budget and cash flow for July 2016 through March 2017 (page 8 of the board packet). Ms. Reynolds noted that the department was 75% of the way through its fiscal year. Total revenue to date was \$1,297,571, or 64% of the amount budgeted; actual expenditures were \$1,533,254, or 72% of the amount budgeted. Revenues were under expenditures by \$235,683; total ending cash was \$613,241. In answer to a question from Jim Benish, Ms. Reynolds stated that the rent charges for the unfinished section of the lower level of the Murray Building is not included in current rent charges. When construction is finished, she noted that rent by square footage in

the Murray Building for the health department could possibly be less than what we currently pay. She also said that the Communications and Systems Improvement Manager's office space in the City-County Building is guaranteed through FY 18. Ms. Reynolds presented to the Board the preliminary FY 18 Budget for review (see Attachment "A"). Ms. Reynolds noted that she will send a date request to the Board for the upcoming Board of Health Finance Committee meeting. As a result of further board member discussion, Ms. Reynolds agreed to provide a copy of the Capital Improvement Plan at the next board meeting for the Board to review.

Strategic Plan Update: Ms. Reynolds presented a progress report on the 2014-17 Strategic Plan (pages 9-13 of the board packet). She discussed a single objective of interest in each of the 4 goals of the plan. Ms. Reynolds is working to secure a consultant for the development of the health department's next strategic plan. She would like to include goals and objectives related to our Community Health Assessment, Community Health Improvement Plan and quality improvement activities.

Accreditation Update: Gayle Shirley gave a presentation on the Accreditation Site Visit Report. She highlighted improvement areas identified by the site visit team. These included issues related to the Community Health Assessment, Strategic Plan, Performance Management and Quantitative Data. She also noted areas in which the health department excelled, which were Public Education, Community Health Improvement Plan, Quality Improvement, Operation, and Financial Management. The Public Health Accreditation Board (PHAB) will use the Site Visit Report in June, when they consider whether to accredit our department.

Legislative Update: Ms. Reynolds will send Board members an updated status report on public-health-related legislative bills.

HEALTH OFFICER'S REPORT

Ms. Reynolds said that the number of sexually transmitted diseases among Lewis and Clark County residents has been climbing for the past several years. The Centers for Disease Control and Prevention (CDC) reported last fall that STDs have reached an all-time high nationwide. The largest increase was in syphilis cases (up 19 percent in 2015).

The Home Visiting Program has established a coalition to address issues around perinatal mood disorders. Ms. Reynolds will have the staff give a presentation at a future board meeting.

There being no public comment, the meeting adjourned at 2:27 p.m.

Anne Weber, Chair

Melanie Reynolds, Secretary

Action Items from April 27 BOH Meeting

- Ms. Reynolds will provide a copy of the Capital Improvement Plan at the next board meeting.
- The Home Visiting Program will give a presentation on Perinatal Mood Disorders at a future board meeting.