

**LEWIS AND CLARK CITY-COUNTY HEALTH DEPARTMENT  
BOARD OF HEALTH – PUBLIC HEARING MINUTES  
316 N. Park, Room 330, HELENA, MONTANA 59601  
June 27, 2013**

Members Present

Ken Wallace, chair  
Commissioner Andy Hunthausen  
Mayor Anthony Strainer  
Mayor Jim Smith  
Anne Weber  
Kelly Parsley  
Jennifer Lowell

Members Absent

Kent Kultgen  
Susan Epstein, vice-chair

Staff Present

Melanie Reynolds  
Jolene Helgerson  
Norman Rostocki  
Gayle Shirley  
Kate McIvor

Guests Present

Commissioner Susan Good Geise

Ken Wallace, chair, called the meeting to order at 1:34 p.m. A quorum was established.

**REVIEW OF AGENDA**

No additions were made.

**INTRODUCTIONS**

Commissioner Hunthausen introduced new Commissioner Susan Good Geise to the Board. Commissioner Geise said that she is excited to be part of the commission for Lewis and Clark County and looks forward to working with the Board on various health-related topics.

**PRESENTATION**

Update on activities at the Cooperative Health Center: Kate McIvor, executive director of the Cooperative Health Center (CHC), gave a brief update on the CHC. Ms. McIvor stated that the CHC sees 7,000 people in 21,000 visits annually. The CHC has 3 clinic locations: 1930 9<sup>th</sup> Ave., God’s Love, and the Parker Medical Center in Lincoln, MT. Half of the patients seen at the CHC are uninsured and the other half are below 100 percent poverty. Those who are insured have Medicaid, Medicare, or private insurance. As part of the “meaningful use” requirements, the CHC has completed its second year using electronic medical records. St. Peter’s Hospital is now honoring CHC patients’ X-ray and lab charges at the CHC sliding fee scale. The CHC is beta testing a new patient portal that will allow patients to see lab test results, partial medical records, and doctor recommendations. Patients also will be able to use it to make and cancel appointments. As part of the Affordable Care Act, the CHC has received \$93,000 to hire a patient navigator. The clinic also received a federal grant for \$5 million dollars to renovate the building on 9<sup>th</sup> Ave. Construction is to begin in December 2013 and finish in December 2014. In answer to a question from Melanie Reynolds, Health Officer, Ms. McIvor stated the Parker clinic is part of a community hospital district. Ms. McIvor also noted that the Health Department and CHC work together with referrals between the WIC, Immune, and Breast and Cervical Cancer programs.

**MINUTES**

Mr. Wallace asked if there were any corrections or additions to the May 23, 2013, minutes. There being none, the Board approved the minutes as written.

## **BOARD MEMBER DISCUSSION**

Finance Reports: Norman Rostocki, Finance Coordinator, referenced the FY13 comparison to budget and cash flow for July 2012 through May 2013 on page 10 of the board packet. Mr. Rostocki noted that the Department is 91% of the way through its fiscal year. Total revenue to date is \$1,392,105, or 83% of the amount budgeted; actual expenditures are \$1,425,809, or 83% of the amount budgeted. Revenues are under expenditures by \$33,704; total ending cash is \$560,740. Mr. Rostocki noted that the ending fiscal-year balance is projected to come in just under the statutory limit by \$8,000. The Mill will be subsidizing the Septic Maintenance Program by \$15,000, compared to \$40,000 last year.

Strategic Plan Update: Gayle Shirley, Communications Coordinator, stated that Karen Filipovich, the strategic planning facilitator, will be sending the Board a survey to assess the strengths, weaknesses, opportunities and threats the health department faces as it provides public health services. Ms. Reynolds presented the 2013 Lewis and Clark County Health Improvement Plan (see Attachment "A"). The health improvement plan is collaboration between community members, the Health Department and St. Peter's Hospital to address the most pressing public health concerns. As part of strategic planning and accreditation requirements, the Board will review, discuss and possibly adopt the plan at the July or August board meeting. Ms. Reynolds is continuing to work with board members on a date for the strategic planning meeting.

Health Officer Performance Appraisal: Mr. Wallace informed board members that the health officer's performance appraisal should take place once a year and should assess the health officer's work. Ms. Reynolds presented an appraisal form for the board to review. Mr. Wallace requested that, along with the appraisal form, the board also receive an updated job description. Staff will send an electronic copy of the appraisal packet to the Board. The Board will complete the packet and return it to Mr. Wallace by July 8.

Board Appointments: Melanie Reynolds highlighted the board positions that needed to be filled for fiscal year 2014, on page 11 of the board packet. Two new board members are to be appointed soon by the County Commission to fill vacancies resulting from terms expiring. The Board made the following appointments for fiscal year 2014, with the understanding that they may be revisited when the new board members are in place.

- Kelly Parsley as chair of the BOH
- Commissioner Hunthausen/Mayor Smith as temporary vice-chairs of the BOH
- Jennifer Lowell as BOH representative to the Water Quality Protection District board
- Melanie Reynolds as temporary BOH representative to the Cooperative Health Center board
- Anne Weber as hearings officer.

## **ACKNOWLEDGMENT AND APPRECIATION**

The Board and members of staff acknowledged and expressed their appreciation to Ken Wallace and Susan Epstein for their years of service on the Board of Health. The two are leaving the Board with the expiration of their terms on June 30, 2013.

## **HEALTH OFFICER REPORT**

A rabid bat was found in the Holter Lake Campground over the Father's Day weekend. It was reported that children were playing with the bat on Saturday June 15, 2013. Health Department staff sent out a news release to let people know of the risk and to help identify anyone who may need post-exposure prophylaxis.

The 2013 Legislature passed two laws that exempt from licensing requirements the sale of hot beverages and eggs at Farmer's Markets.

The Drinville variance heard by the Board in April has been appealed to the state Department of Environmental Quality and will be heard by a hearing officer. Staff will work with the county attorney and will update the Board as information becomes available.

The community pool in Augusta has been found noncompliant with health department enforcement regulations. Staff has been working with Augusta officials to correct the action. They hope to have the pool open by mid-July.

### **PUBLIC COMMENT**

Commissioner Hunthausen addressed the Board on activities concerning the county.

Commissioner Hunthausen and Mayor Smith, along with other mental-health advocates, traveled to Washington DC to speak with congressional delegates about a federal mental health act that would allow for federally qualified mental health centers similar to the CHC.

The Montana Association of Counties (MACo) Health and Human Services Committee met with mental health center directors to discuss county dollars that serve as Medicaid match. They noted that the money comes back to the community and talked about how that money is serving mental health. A subcommittee was created to open a dialog with the Governor to discuss future funding of mental health for fiscal year 2015.

Ongoing planning for a mental health crisis center in Helena is continuing. Western Montana Health will participate in running the facility. The facility is expected to be open the summer of 2014.

### **BOARD MEMBER DISCUSSION** *continued*

CHC Update: Kelly Parsley noted that construction at the CHC/ Health Department building will include plans for future expansion in the basement.

WQPD Update: Jennifer Lowell noted that the WQPD board met to review and provided feedback on the Water Matters brochure. Discussion was also held on the Environmental Protection Agency (EPA) video for the Asarco Plant and the Ten Mile/Rimini remediation progress.

The meeting adjourned at 3:22 p.m.

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Ken Wallace, Chair

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Melanie Reynolds, Secretary

Action Items from June 27 BOH Meeting

- Ms. Reynolds' performance appraisal form and recent job description will be emailed to the Board to be completed and sent to Ken Wallace for review.