

Butte-Silver Bow Board of Health
Minutes
Jan. 13, 2016

Call to Order

The meeting of the Butte-Silver Bow Board of Health was called to order Wednesday, Jan. 13, 2016 at 7:05 a.m. in the Butte-Silver Bow Health Department Conference Room, 25 W. Front St., Butte, Mont., by Chairwoman Danette Melvin.

Roll Call

Member Lyn Ankelman, present
Member Pat Dudley, present
Member Julie Hart, present
Chairwoman Danette Melvin, present
Member Cindi Shaw, present
Vice Chair Becky Sprunger, present

Staff present

Karen Sullivan, Health Officer
Dan Powers, Environmental Health Division Director
Diane Regan, Operations Director
Tina Randall, Community Health Division Director

Audience

Frank Rozan, Tobacco Prevention Specialist
Wendy Grace, M.D., Southwest Montana Community Health Center

Approval of the minutes of the Dec. 2, 2015 meeting

It was moved by Ms. Sprunger, seconded by Ms. Cindi Shaw, and passed by unanimous verbal vote to approve the minutes of the Dec. 2, 2015 Board of Health meeting.

Public Comment(s) On Any Items on the Agenda

There was no public comment.

Action Agenda Items

1. Request Board of Health's authorization to modify the board bylaws, reflecting annual election of officers annually in the month of January. This affects Article V, (Officers) Section 1, to read: "Presiding officers shall be elected at the first regular meeting in each calendar year (January), and shall serve until the first regular meeting in the following

calendar year (January). Board members elected to fill officer vacancies shall serve until the first regular meeting in the calendar year in which the vacancy occurred.” This also affects Article VI (Annual Organizational Meetings), Section 1, to read: “An annual organization meeting is held each January to a) elect officers and appoint advisory members; and b) review the broad objectives that guide the board.” Ms. Shaw moved to amend the bylaws as presented; the motion was seconded by Ms. Melvin. The motion was passed unanimously by a verbal vote.

2. Following the reappointments to the Board of Health of Ms. Melvin and Ms. Shaw, the board elected officers for the 2016 calendar year. Ms. Springer nominated Ms. Melvin to serve as chair, and this was seconded by Ms. Shaw. Ms. Melvin’s nomination was approved by a unanimous verbal vote. Ms. Shaw then moved to nominate Ms. Sprunger as vice chair, this was seconded by Ms. Melvin. Ms. Sprunger’s nomination was approved by a unanimous verbal vote.
3. The board was asked to authorize a Montana Department of Public Health and Human Services (DPHHS) task order with the Butte-Silver Bow Health Department, regarding the department’s Immunization Program. Purpose of the task order, effective Jan. 1, 2016 through Dec. 31, 2016, is to reduce the burden of vaccine-preventable diseases in Butte-Silver Bow and surrounding counties, by ensuring the oversight and provision of immunization services for children ages 6 months and up, adolescents and adults, and to update and maintain immunization records in the Montana Immunization Information System. For services rendered, DPHHS will compensate the department a maximum of \$15,663.00. This task order is part of the department’s master contract with DPHHS. Ms. Springer made a motion to authorize the task order, Ms. Ankelman seconded. The task order was authorized by a unanimous verbal vote.
4. The board was asked to authorize an amendment to Task Order No. 15-07-4-51-003-0, between DPHHS and the Health Department, regarding the department’s HIV Prevention Services Program. Purpose of the task order is to provide Human Immunodeficiency Virus (HIV) prevention services to assist in the prevention of the spread of HIV in Butte-Silver Bow. The task order is effective Feb. 15, 2015 through Dec. 31, 2016, with compensation in the amount of \$17,848.00 for the remainder of 2015 and an additional \$17,231.00 beginning Feb. 15, 2016 through Dec. 31, 2016. Ms. Shaw moved to authorize the amendment, Ms. Sprunger seconded. The motion was approved by a unanimous verbal vote.
5. The board was asked to authorize a cooperative agreement between DPHHS and the Board of Health to establish a payment schedule for maximizing the disbursement of funds to the board to support inspections of licensed establishments and to determine which optional programs the board will conduct. Mr. Powers explained that this ensures reimbursement by DPHHS for the Environmental Health Division’s inspections of restaurants, hotels, pools and other licensed facilities. Mr. Dudley made a motion to authorize the agreement, and this was seconded by Ms. Shaw. The motion was authorized by a unanimous verbal vote.

Briefing Agenda Items

1. Health Officer’s Report – Karen Sullivan. Highlights included that evaluations for department personnel have begun, as part of the department’s Workforce Development Plan, which also includes updating of all job descriptions; Ms. Randall is now conducting

monthly marketing/outreach meetings for the Community Health Division to learn more about program efforts in this area; the Mental Health Local Advisory Council is being formed as a formal county committee, with 12 members representing agencies and 13 members with lived experience of mental illness; a succession plan is under way in the Environmental Health Division with the retirements of Mr. Powers and Paul Riley occurring over the next 14 months – the division’s newest employee, registered sanitarian Anna Andrechak, was introduced; the Wood Stove Change-out Program has changed out 11 stoves thus far; the RMAP program completed 130 home projects in 2015, and soils were sampled at an additional 265 properties; the department’s annual Fetal, Infant, Child, Maternal Mortality Review (FICCMR) team met in December, reviewing 2014 fetal, infant and child (0-17) deaths, as well as deaths of mothers who died within 18 months of giving birth – this review included two youth suicides; Ms. Randall’s staff all recently attended Youth Mental Health First Aid training; so far, flu is quiet this year, although it is anticipated that the region will see more cases late winter.

2. Ms. Regan provided the Finance/Budget Report.
3. New board member – to replace Dan Harrington, DDS. Ms. Sullivan said that she is working with Chief Executive Matt Vincent to have a seventh member appointed prior to board training.
4. Environmental Health Division succession plan – Mr. Powers relayed that he intends to retire in October 2016, with Mr. Riley following in April 2017. The two have about 60 years of combined experience. Stephan Burns, who currently coordinates the Wood Stove Change-out Program, successfully completed a college-level microbiology class in order to study to be a sanitarian-in-training. Mr. Burns will take the state sanitarian test in June. The division would then hire an additional sanitarian upon Mr. Riley’s retirement. This structure will require much training on the part of longtime sanitarian John Rolich. Mr. Burns’ salary and benefits are paid for by Montana Resources through FY17 – it is the department’s intention to roll the Wood Stove program into sanitarian duties once that funding ends. Mr. Riley and Mr. Burns, along with Mr. Vincent, intend to update Montana Resources soon on the status of the Wood Stove program.
5. Ms. Randall updated the board on the Chronic Disease Self-Management Program, with the second workshop upcoming. The department plans to roll out the Walk with Ease program this spring.

Other Business

1. Ms. Melvin reported that the Superfund Advisory and Redevelopment Trust Authority met last evening, and SARTA discussion included the Board of Health’s role in the Redevelopment Trust’s Health Initiatives account. Ms. Melvin relayed that County Attorney Eileen Joyce told SARTA that the Board of Health has accountability over the Health Initiatives account, though SARTA may still retain input on amounts distributed. Ms. Melvin asked that Superfund Coordinator Jon Sesso and Ms. Joyce be invited to the board’s next meeting to educate board members for further discussion.

Public Comment(s) On Any Items Not on the Agenda

1. Mr. Dudley said the Restore Our Creek meetings will begin to occur weekly, and all board members are invited; Ms. Ankelman relayed that changes have been made to how the state will reimburse for seriously disabling mental illness (SDMI) – Ms. Ankelman said her employer, Western Montana Mental Health, is currently case-managing SDMI clients to other services and providers. Ms. Sullivan asked the preference of board members related to the time of day for the board training – most agreed that late afternoon is preferred.

Next Meeting

The next Board of Health meeting is scheduled for Wednesday, Feb. 16, 2016 at 7 a.m. at the Butte-Silver Bow Health Department's Conference Room, 25 W. Front St., Butte, Mont.

Adjournment

It was moved by Ms. Shaw, seconded by Mr. Dudley, and passed by unanimous verbal vote to adjourn the meeting. The meeting was adjourned at 9:10 a.m.

As submitted by Diane Regan.

Danette Mahen
Board Chair

4-6-16
Date

Karen Sullivan
Board Secretary

04/07/2016
Date