

**Minutes**  
**Butte-Silver Bow Board of Health**  
**7 a.m., Wednesday, April 6, 2016**

**1. Administrative Agenda**

- a. Call to order
- b. Roll call (Becky Sprunger was excused)
  - i. Danette Melvin
  - ii. Cindi Shaw
  - iii. Julie Hart
  - iv. Lyn Ankelman
  - v. Pat Dudley
  - vi. Ivy Fredrickson
- c. Review and approval of the minutes of the March 2, 2016 board meeting. Mr. Dudley moved to approve the minutes, Ms. Ankelman seconded. Minutes were approved.

**2. Call for Public Comment(s) on Any Items on the Agenda**

- a. None

**3. Action Agenda**

- a. The Board of Health was asked to authorize a Memorandum of Understanding between the Butte-Silver Bow Health Department and Butte AIDS Support Services. Mr. Dudley moved to approve the MOU, Ms. Fredrickson seconded. The MOU was authorized by a unanimous verbal vote.
- b. The Board of Health was asked to put forward Ms. Melvin for a three-year term as the continued Board of Health representative to the Superfund Advisory and Redevelopment Trust Authority (SARTA). Mr. Dudley moved to put forward Ms. Melvin, Ms. Fredrickson seconded. The action was authorized by a unanimous verbal vote.
- c. The Board of Health was asked to revise the board's bylaws, to reflect the addition of language supporting the board's work administering the application, review and approval process related to the Health Initiatives component of the Redevelopment Trust. Ms. Ankelman moved to approve the bylaws revision, and Ms. Fredrickson seconded. The motion was approved on a unanimous verbal vote.
- d. The Board of Health met in a recent special meeting March 30, 2016 related to the Health Initiatives component of the Redevelopment Trust. Health Officer Karen Sullivan was directed at this meeting to create an application for projects that would be funded under the Health Initiatives component. Ms. Sullivan distributed with the April 6 board packet a draft application, resembling the SARTA application itself. Discussion centered on the fact that the Health Department's Wood Stove Change-out Program needs to be funded for a second year, in its public-private partnership with Montana Resources, Inc. Environmental Health

Division Director Dan Powers said the program's second-year funding request would be less than the first year's request, and that Wood Stove Change-out Program personnel would appear before the Board of Health in May to request second-year funding and an associated budget for Fiscal Year 2017. Ms. Ankelman said she would like to see the eventual Health Initiatives applications at 15 pages or under. Ms. Fredrickson suggested that applications returned for consideration via email be sent to an email other than Ms. Sullivan's, so as not to overload Ms. Sullivan's email and to convey impartiality to the process. Ms. Melvin said the SARTA application review process itself is under way, and the process likely will be revised as time goes on. Ms. Melvin said Ms. Sullivan could bring back for the May Board of Health meeting the suggested revisions and process changes, and to keep the Health Initiatives application process a standing agenda item for ongoing revisions.

#### **4. Briefing Agenda**

- a. Health Officer's Report – Ms. Sullivan said her highlight for March was her trip to Birmingham, Ala., with Butte-Silver Bow Americans with Disabilities Act Coordinator Todd Hoar to train on disabilities inclusion when creating a healthier community. Ms. Sullivan said she and Mr. Hoar would be focusing on the West Park Street expansion project to ensure aspects for disabilities inclusion.
- b. Ms. Sullivan conveyed that the FY17 budgeting process has begun. Departments have been told that no new full-time equivalent employees are to be added to budgets, and line item amounts within various budgets are not to be increased.
- c. Operations Director Diane Regan provided a financial report, and said she hoped the financial report within the board packet conveyed what receivables are anticipated. Ms. Sullivan relayed the need for at least one new vehicle at the Health Department – the department was able to adopt a used police vehicle for use by the Environmental Health staff.
- d. Ms. Sullivan said the Board of Health's bylaws require the board to annually review its broad objectives, and that she has kept this issue on the agenda for consideration. Ms. Melvin said this would need to occur at another meeting, and Ms. Sullivan agreed. Ms. Sullivan said she would work on a review format for discussion by the board at a future date.

#### **5. Other Business**

- a. Superfund Advisory and Redevelopment Trust Authority report – Ms. Melvin had no report at this time.

#### **6. Presentations**

- a. There were no presentations.

#### **7. Public Comment(s) On Any Items Not on the Agenda**

a. There was no public comment.

**8. Next Meeting**

a. The next regular Board of Health meeting will be held Wednesday, May 4, 2016 at 7 a.m. at the Butte-Silver Bow Health Department Conference Room, 25 W. Front St., Butte, Mont.

**9. Adjournment**

a. Ms. Ankelman made a motion to adjourn the meeting. Mr. Dudley seconded. The motion was approved by a unanimous verbal vote. The meeting was adjourned at 8:34 a.m.

cc: Matt Vincent, Chief Executive  
Tracy Watt, Secretary to the Council of Commissioners  
Colleen Safratowich, Clerk & Recorder's Office

*As submitted by Diane Regan.*

Becky Sprunger  
Board Chair

5-4-16  
Date

Karen Fulmer  
Board Secretary

05/04/2016  
Date