

A-DLC BOH MINUTES

Date: February 23, 2023

Time: 6-7 p.m.

Facilitator: Lauren Bolton

In Attendance

Lauren Bolton, Health Director

Jennifer Robinson, Public Health Emergency Preparedness

Amanda Bohrer, Tobacco Prevention Specialist

Katie Gruss - Member

Angie Galetti - Member

Katlin Tonkin – Public

Kathy Russell, NP - Member

Approval of Minutes

No Minutes to approval.

Board Members

- Ian Lux
- Katie Gruss
- Ann Campbell
- Commissioner Mike Huotte
- Angie Galetti
- Bridgette Baker, MD
- 2 open positions (1-Ex-Officio by Commission Appointed, 1 Ex-Officio Public Health Appointed)
- Kathy Russell, NP

Updates

Introductions all who attended.

Public Health Department Update:

- Lauren Bolton-
 - For our next meeting, a Chairman, Vice Chairman, and a Secretary need to be appointed.
 - There are three BOH Training in the future for anybody that would like to attend.
 - Local Government from MSU
 - This training is 4 hours and MSU will be present.
 - Katie, Ian, and Angie both have attend this training already.
 - MaCo Training
 - Maaco will attend if there are enough for a group training.
 - DPHHS MaCo
 - BOH meeting for 1 hour by 1:1 or virtually to go over law etc.
 - Most in attendee agreed to attend to this training.
- The OWL system is being considered for purchase.
- There has to be 5 members for a quorum.
- Public Health Update-
 - Office personnel
 - Lauren Bolton - Director
 - Denise Clark - Office Manager & WIC Technician
 - Deb Robinson, RN - Public Health Nurse
 - Jennifer VandeKop, LPN - Public Health Nurse
 - Leia Pate-Terry - Parents as Teachers, Parent Educator
 - Jennifer Robinson - Public Health Emergency Preparedness Coordinator
 - Robyn Grinolds - Mental Health Coordinator
 - Amanda Bohrer - Tri-County Tobacco Education Specialist
 - Siddona Laughlin - Certified Lactation Consultant & Breastfeeding Peer Counselor
 - Financial Report - Please see attachment.
 - Draft of an Organizational Chart
 - Please note: Granite County we have a yearly signed contract. This contract is for Professional Public Health Services.
 - Public Health Nurse Monday (Drummond)
 - Public Health Nurse Wednesday (Philipsburg)
 - PHEP, Wednesday (Philipsburg)
 - Services we provide for Granite County are:
 - WIC, Maternal and Child Health Block Grant, Immunization, Communicable Disease, Emergency Preparedness, (Family Planning, soon).

- Mental Health
 - We were awarded for this grant. This grant was for a diversion plan received in 2021. We applied again this year and were awarded 82,000 through the year of 2024. Robyn Grinolds is working on holders. Community mapping on April 9th and the 20th. The results of how our community is flowing. What are we doing right and what can we do to improve our community.
- Tobacco
 - Deb Robinson is leading in Granite County. Amanda Bohrer is leading in Powell and ADLC. Amanda has lots of actives including Art on Friday nights, Minecraft with youth. She is also part of the ReAct coalition in Powell County to help them with Grants for the youth. She is involved in the Tobacco for Congress. If you know of any youth that would like to be part of ReAct, please contact Amanda at ABohrer@adlc.us
- Administration
 - We have started our own billing in 2022. Jennifer Robinson started, formed, and billed all of COVID-19 and flu till just recently. Denise has since taken over all billing in our office for Immunization and Family Planning. With billing it will help with the recoup of immunization cost. ADLC Public Health spent over \$30,000 on Immunization last year.
 - Some grants were not invoiced to MTDPHHS for FY 21-22. All invoices have been billed and now we are waiting for a check from MTDPHHS for around \$35,000.
 - ADLC Public Health is on track for budget this year.
 - There is around \$86,000 in Covid-19/Immunization money that we need to spend on. Any ideas from the BOH would be appreciated.
 - Working on Community Health Assessment to start in March 2023. Will have BOH full involvement. Then there will be a Community Health Improvement Plan afterwards.
- Sanitarian Department (Environmental Health Specialist) Update by Chad Lanes
 - Chad has a family member with Covid-19, but Lauren will present Chads updates.
 - Septic development is slow, though we have installers still installing systems in areas in the Tri-County. We have continuing work going with people planning a campground in the rural county, as well as consistent replacement septic system and well work even through the winter. The food business has been very busy this winter. Mark Syverson is reviewing a number of food businesses; both brick-and-mortar places as well as mobile businesses. Some businesses have changed ownership (such as Wind's Pasties and Peppermint Paddy's) that we're currently working with. We've had a number of new openings (such as the Big Horn Bottle Shop, a Dippin' Dots franchise, and The Hangout Café). We have a number of new restaurants in the midst of review that plan on opening this Spring. We are having a challenging time getting people to follow our Plan Review Process as at this time it's voluntary.

We are working on a formal Plan Review Document we will be bringing to the Boards of Health in each county for formal review requiring a review fee as well as potential penalties. We anticipate bringing a draft of our plan review document to the next meeting for the boards review. Finally, Mark is contacting all of the establishments that have not renewed their Health Licenses. They are slowly all getting caught up and paid for 2023. If anyone has any questions, please contact our office.

Questions for the BOH

- How much do you want to know as the BOH?
 - Each program, Budget, grants, alerts, program numbers (WIC numbers) etc.
 - Major changes
 - Do you want to see what is presented to the commissioners prior to meeting?
 - This group has always been an advisory group.
 - What goes Infront of the BOH or just the Commissioners, or both?
 - Budget
 - Lines of communication to be more open between BOH and Public Health
 - Katlin Tonkin would like to know about vacancy.
 - Submit a letter to the Commissioners to be appointed to the BOH. Email this letter to Lauren Bolton, and Heather Edwards.
 - Should there be a virtual option developed for BOH meetings (rules and regulations)
- **Jennifer Robinson to send the BOH the State rules on BOH (The WHAT, HOW, CAN)**

Items for next meeting

- Appoint a Chairman
- Appoint a Vice Chairman
- Appoint a Secretary

Next Meeting

March 23, 2023, | 6:00 pm, 118 East 7th Street, Anaconda MT 59711

Zoom will be provided.

Account Number	Contracts	Amount	FTE's	Contract Ends
2979-410-440100	PHEP	\$30,864.00	0.54	6/30/2023
2270-410-440114	TITLE X PREP	\$12,530.00 \$14,000.00	0.25 0.12	3/31/2023 9/30/2023
2973-410-440170	MCHBG DIS/CLC	\$7,257.00 \$91,812.00	0.12 0.44	6/30/2023 6/30/2023
2969-410-440161	TOBACCO PREVENTION	\$91,000.00	1.25	6/30/2023
2989-410-440179	ASTHMA HOME VISITING CHA/CHIP	\$35,000.00 \$20,000.00	0.35 0	6/30/2023 6/30/2023
2976-410-440171	IMMUNIZATIONS	\$6,303.00	0.06	6/30/2023
2971-410-450630	WIC	\$52,613.00	0.84	9/30/2023
2971-410-450631	WIC BF	\$2,783.00	0.09	9/30/2023
2988-410-440178	HEALTHY MT FAMILIES	\$86,550.00	1.1	9/30/2023
2388-410-440110	GRANITE CO. SERVICES CTMG	\$94,500.00 \$82,363.00	0.8 1	6/30/2023 6/30/2024
1000-410-440110	GENERAL FUND MPX VX	\$150,000.00 \$7,900.00	1.29	6/30/2023 6/30/2023
	COVID VX	\$79,000.00		6/30/2023
	OPIOID SETTLEMENT	\$18,000.00		
	TOTALS	\$777,575.00	8.25	

Total (No GF) \$627,575.00

**Tri-County Environmental Health Department
Anaconda/Deer Lodge - Granite - Powell Counties
Anaconda-Deer Lodge County Courthouse
800 Main Street
Anaconda, Montana 59711
Telephone (406) 563-4035
Fax (406) 563-4001**

Deer Lodge County BOH 2-23-2023

Septic development is slow, though we have installers still installing systems in areas in the Tri-County. We have continuing work going with people planning a campground in the rural county, as well as consistent replacement septic system and well work even through the winter.

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Finally, Mark is contacting all of the establishments who have not renewed their Health Licenses. They are slowly all getting caught up and paid for 2023.

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Chad J. Lanes, R.S.
Tri-County Sanitarianj

Public Health Department



