

**Board of Health Meeting MINUTES**  
**Wednesday, January 6, 2021**  
**Via Zoom**

**Members Present:**

Terry Barber  
Jane Weber  
Owen Robinson  
Ray Geyer, DO  
Matt Martin, DDS  
Tom Moore  
Amanda Ball

**Staff/Visitors Present:**

Trisha Gardner–Health Officer, Carey Ann Haight–County Attorney, Melanie McKinzie Swartz–Office & Accreditation Coordinator, Albert Grobe, PhD–Environmental Health Division Manager, Sandy Johnson–Superfund Site Coordinator, Sarah Cozino–Preparedness & Community Planner, Joey McDermant–Accountant, Jo-Viviane Jones–Family Health Services Division Manager, Rachel Doran–MT Connect Coordinator, Kyler Baker–Administrative Assistant Board of Commissioners, 4067818265, Traci Rosenbaum, Penny Paul, Laura Brusky, Afiq Hisham, Christy Buttler-Nelson, Cyndie Einan, Pat Frisch, Zachary Shermele, The Electric, Melissa, Lanni Klasner, Ellie Crabtree

***Mr. Barber called the meeting to order at 11:37 a.m. A quorum was present.***

***Agenda Item #4 and #10 were taken out of order.***

***Dr. Geyer arrived at 11:52 a.m.***

***Ms. Weber exited the meeting at 12:29 p.m.***

**AGENDA ITEMS:**

**1. Approve Minutes from December 2<sup>nd</sup>, 2020, BOH Meeting: Mr. Barber**

Mr. Robinson moved to approve the minutes from the December 2<sup>nd</sup>, 2020, meeting. Dr. Martin seconded the motion. With all board members voting in favor, the motion carried.

**2. Election of Officers: Jane Weber**

Ms. Weber and Dr. Martin participated on the Nominating Committee to select a slate of officers. The Committee presented Owen Robinson as Chair and Dr. Martin as Vice-Chair nominees for the Cascade City-County Board of Health. Mr. Barber asked three times if there were any nominations from the floor for the Chair and Vice-Chair position. With no other nominations from the floor, Ms. Weber made a motion, “The Nominating Committee would recommend that the Board accept the slate of Chairman Owen Robinson and Vice-Chairman Dr. Matt Martin by acclamation”. Dr. Martin seconded the motion. With all board members voting in favor, the motion carried. Mr. Robinson presided over the meeting once elected.

**3. Totem Beverages Litigation Update: Ms. Haight**

Ms. Haight provided the Totem Beverages Litigation Update.

- Judge Olson signed an order on November 25, 2020, which was received after the December BOH meeting.
- Judge Olson denied both Totem Beverage’s and the Board’s motions for summary judgement.
- The next step will likely require both parties to get a scheduling order from Judge Olson for a timeline to proceed to trial for Totem Beverage’s allegation of selective prosecution.

#### **4. Local COVID-19 Restrictions: Trisha Gardner**

Ms. Gardner advised a discussion was appropriate for potential impacts to local COVID-19 restrictions in place if the Governor-elect Gianforte rolls back State restrictions.

- The Order adopted by the BOH on October 28, 2020, would continue. This order does not reference mask usage.
- The Order issued by Ms. Gardner, Public Health Officer (PHO) on November 20, 2020, would continue until the latter of 1) a case rate of 25 per 100,000, or 2) The expiration of the Governor's declared State of Emergency.
  - This Order mirrored Governor Bullock's Directive issued on November 17, 2020. which served to limit occupancy in bars/restaurants, hours of operations, and mask requirements.
  - It is customary for the PHO to adopt orders issued by the Governor to eliminate questions/concerns/confusion regarding local enforcement.
  - Ms. Weber inquired about the BOH endorsing the PHO's November 17, 2020, Order which included a mask directive (not included in the BOH's October 28, 2020, Order)
- The BOH reviewed and discussed the following options to adopt a local mask mandate in Cascade County.
  - Option 1 – follow directives of Governor Bullock.
  - Option 2 – follow directives Governor Gianforte puts in place.
  - Highlights of the discussion included:
    - If it were necessary for the BOH to make a motion, since nothing had changed and restrictions would remain in effect if the Governor issued any (less restrictive) orders.
    - Differences in authority and enforcement between a PHO Order and a BOH Order. If the BOH were to adopt the PHO's order issued November 20, 2020. that would lend support and additional enforcement mechanisms.
    - Ms. Gardner recommended the addition of a mask mandate order be adopted by the BOH.

Ms. Weber moved, "...that the Board of Health adopt the directive that our PHO set in place on November 20<sup>th</sup>, 2020". Mr. Moore seconded the motion. The floor was opened for public comment. There were no public comments.

The members discussed the motion highlights including:

- The motion includes public and private schools.
- The larger jurisdictions including Yellowstone, Missoula, Helena, Butte, and Bozeman have mask mandates, independent of the Governor's mandate, in place.
- The measures/directives in place as of November 20<sup>th</sup> are relevant and current to January 6<sup>th</sup>, 2021. While there is less infection, this is not the time to relax regulations.
- Concerns with the precedent/message being set by enacting an Order prior to any changes from the new Administration and impacts within the current legislative session.
- Members confirmed their support of the PHO and her authority.

The BOH voted on the motion. The motion passed with six members voting in favor: Dr. Geyer, Dr. Martin, Amanda Ball, Terry Barber, and Jane Weber. Mr. Robinson opposed the motion.

#### **5. Family Health Services Report: Jo-Viviane Jones**

Ms. Jones provided the Family Health Services Update.

- The new Registered Dietician/WIC Program Manager is in training. She will take on high risk clients.
- One staff member from WIC continues to help with contact tracing.
- Home Visiting continues with remote service delivery.

- Programs are seeing an increase in requests from members of the community to join Home Visiting Services and WIC.
- CONNECT
  - 63 - agencies onboarded to date.
  - The Coordinator is meeting with the Indian Family Health Clinic and Great Falls Clinic.
  - The Coordinator will be conducting a meeting in coordination with NeighborWorks at the end of January with participating from 30 partner agencies.

## **6. Environmental Health Report: Albert Grobe, PhD**

Dr. Grobe, provided the Environmental Health Report.

- Some Sanitarians are splitting time between onsite and remote. Some Sanitarians continue to work remotely.
- The division is awaiting the 2021 Cooperative Agreement from DPHHS.
- COVID-19 complaint volumes have decreased.
- The agency continues to work on compliance checks, licensing, septic systems, plan reviews and the Rabies Program.

## **7. Superfund Site Report: Ms. Johnson**

Ms. Johnson provided a Superfund Site Report update.

- Neihart
  - The Commissioners and Ms. Johnson met with The Environmental Protection Agency (EPA), The Department of Environmental Quality (DEQ), Fish, Wildlife, and Parks, and the Forest Service in early December.
  - Once a full design package is completed, it will be sent to EPA headquarters, who provides approval for remediation.
- Black Eagle
  - Anticipating the release of the Record of Decision (ROD) from DEQ potentially later this month. The ROD document lays out the extent of the clean-up.
  - A letter was submitted to EPA last week providing the Park Plan selected last summer.
  - Feedback is being obtained from the Community regarding a commercial property in Black Eagle.

## **8. Prevention Services Report: Ms. Gardner**

Ms. Gardner congratulated Sarah Cozino on her promotion to the Public Health Emergency Preparedness/Communicable Disease Program Manager position. Ms. Cozino provided the Prevention Services Report.

### **COVID REPORT**

- Montana Statistics
  - 84,060 – total cases
  - 4,931 – active cases
  - 1,015– deaths
- Cascade County
  - 6,813 – total cases
  - 619 – active cases
  - 107 – deaths
  - 11.2% – positivity rate
  - 38 per 100,000 – case rate (goal is 25 per 100,000)
- Alluvion’s test results are coming back more quickly now that they have their Adlera Lab up and running.
- CCHD has received vaccine. An additional 100 doses were received. Another 200 doses are anticipated next week, which will be allocated to Phase 1A.

- Vaccinations for the different groups in the Phase 1A have been allocated amongst CCHD, Alluvion Health, Great Falls Clinic, and Benefis.
  - CCHD is working with Long-Term Care Facilities and the local pharmacies for resident vaccinations.
  - CCHD has been vaccinating Great Falls Fire and Rescue staff.
- Vaccination phases were changed this morning in the latest HAN release.
- CCHD continues to work with the Great Falls Clinic, Alluvion Health, and Benefis to finish vaccination those in Phase 1A. Once that is complete, the agency will move into phase 1B. The number of vaccine doses to be provided for this phase are not known.
- CCHD adopted the CDC's new quarantine guidelines.
- Testing in the community
  - Adlera and Alluvion were closed for the holiday weekend. Testing numbers are back up this week.
- Contact tracers are caught up and able to complete contact notifications, follow-up, and close cases.
- Contact tracers are being trained for data entry related to COVID-19 vaccines.

#### PREVENTION SERVICES

- Communicable Disease Report
  - Gonorrhea numbers continue to be high which is a concern for the County.
- Chlamydia numbers have decreased from last year.
- Two new cases of congenital Syphilis were identified last month. Overall Syphilis cases have decreased from last year.
- Communicable disease cases are lower due to people staying home.
- Worksite Wellness, The Montana Tobacco Use Prevention Program, and the Montana Chronic Disease Program continue with community outreach.

#### **Administration Report**

Ms. McKinzie-Swartz provided the Administration Report.

#### 2021 STRATEGIC ACTION PLAN

- A Strategic Action Plan is a requirement of The Public Health Accreditation Board (PHAB) to achieve/maintain accreditation.
- CCHD's 2018-2023 Strategic Plan included the development of Annual Strategic Action Plans to select measures and strategies that align with the 6 priority areas of the Strategic Plan.
  - CCHD will achieve and maintain 100% compliance with Public Health Accreditation Board requirements to maintain accreditation status
  - Achieve and maintain a new employee first year retention rate of 95%
  - Reduce the number of reportable disease cases in Cascade County resident by 5%
  - Establish staff/positions that participate in each community group that address the priority areas identified in the CHIP, including identifying performance measures that tie into the Community Health Needs Assessment and align with CCHD's services
  - Each of the four Divisions will have a least one information and data management system in place with specific identified methods in which information will be collected, analyzed, utilized and shared in deliberate ways
  - Finish each County Fiscal Year with a balanced budget
- The 2021 Strategic Action Plan consists of:
  - 11 - 2020 measures that will continue in 2021 (all but one due to COVID-19 impact)
  - 2 - measures that are continuing, but have been adjusted for 2021
  - 3 – newly added measures:
    - Conduct Quarterly reflective supervision with staff
    - Provide quarterly reports to the BOH
    - Expand and improve CCHD presence on social media

- The 2021 Strategic Action Plan measures and strategies are tracked in CCHD’s performance management system, AchieveIt.
- Measures and strategies in the Plan have an indicator for quality improvement initiation.
- A final report on the 2020 Strategic Action Plan and an update for the 2020-2021 Quality Improvement Projects will be included in the February BOH meeting.

**WORKFORCE DEVELOPMENT (WFD) PLAN**

- CCHD received a grant from the State in 2019 to develop a new WFD Plan. The Plan was completed December 24, 2020.
- CCHD’s WFD Plan includes the following PHAB requirements.
  - Workforce profile (demographics of our workforce and positions)
  - Competencies & education requirements
  - Licensing requirements for Sanitarians, Nurses, and WIC Educators
  - General competencies for all staff
  - Training needs – identified by a Workforce assessment completed the MT DPHHS
  - Curriculum and Training Schedule – to address identified training needs in the assessment and general training requirements for all staff
- CCHD Staff developed the following goals for in the WFD Plan.
  - Goal 1: Strengthen new employee orientation.
  - Goal 2: Ensure maintenance of highly skilled, well-trained and culturally competent workforce.
  - Goal 3: Develop a plan for agency succession planning and provide opportunities for internal leadership development.
- New items added to the plan include:
  - Employee Recognition Program
  - Implementation of Reflective Supervision/Support goals

**9. COVID-19**

Ms. Cozino provided the COVID-19 report with the Prevention Services Report.

**10. Public Comments**

There were no public comments.

**11. Member Comments**

Mr. Barber notified the Board that he would be delivering a certificate, card, and gift certificate to Ms. Weber for her retirement.

Mr. Robinson expressed his appreciation and thanks for Ms. Weber’s service to the BOH and the Community.

Mr. Robinson commented Bill Harp would be missed and that he was a special person, active in the community.

**Adjournment**

*Mr. Robinson adjourned the meeting at 1:00 p.m.*

Respectfully Submitted,



2/08/2021

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Owen Robinson – Chair

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Date