



RICHLAND COUNTY HEALTH DEPARTMENT  
BOARD OF HEALTH MINUTES  
1201 West Holly, Room 202, SIDNEY, MONTANA 59270  
January 10, 2017

Board Members Present

Shane Gorder – Commissioner  
Loren Young – Commissioner  
Duane Mitchell-Commissioner  
Ray Trumpower  
Melissa Boyer  
Terry Meldahl  
Kari Johnson

Advisory Members Present

Julie Brodhead  
Deb Gilbert  
Jeff Hintz  
Heidi Moran  
Judy LaPan  
Stephanie Ler – Sanitarian  
Jacquelyn Free-Health Officer  
John Dynneson

Board Members Absent

Advisory Member Absent

Mike Weber

Guest

Cristin Henson –AmeriCorps Coordinator

Shane Gorder called the Board of Health meeting to order at 2:00 p.m. and established that there was a quorum.

REVIEW OF AGENDA: The agenda was approved without correction. Loren made a motion to approve the agenda and Duane 2<sup>nd</sup> the motion.

MINUTES: Shane asked if there were any corrections or additions to the November 15, 2016 minutes. There being one to move Kari Johnson from Board Members Absent to Board Members Present. Loren motioned to approve the minutes with the change and Ray 2<sup>nd</sup> the motion.

HEALTH OFFICER REPORT: Jacquelyn reported that she has signed off on the Richland County Health Departments vaccine standing orders and she did not sign off on the meningococcal vaccine as stated at a past meeting it is the department's recommendation that this vaccine is not standard and will not be provided at this time.

HEALTH DEPARTMENT REPORT:

General Health Department Up-dates – Judy mentioned that the department staff will look at the legislative issues and she will let the commissioners know if there is something they need to be helping

with. Judy reported that Breanne Josephson, a respiratory therapist, will be doing the Montana Asthma Program home visiting for us and that she started this month. Judy also stated that Cristin will be doing one more client with Boys and Girls Club for the Parent as Teachers Program since the Boys and Girls Club took over that program starting January 1, 2017. Cristin is 100% AmeriCorp Coordinator. Judy informed the board that our accreditation site visit will be the last week in March and that the mock site visit will be the week of February 13, 2017 and if they can't get here due to weather it is scheduled for the week of February 20, 2017 as back up.

Policy Discussion- Judy went over the COOP Plan, Continuity of Operations Plan, with the Board of Health and explained the importance of it. Shane signed the Plan. It was a recommendation that the fire hall be an alternative site. Judy will discuss this with the fire chief. The Commissioners talked about the county plan to have a phone system county-wide so the individual county phones could be used in any county building. The Health Department is next in line for the new phones. Judy's report is attached

Performance Management/QI Report- Judy reported that we have been doing quarter 2 reviews including our Reflective Supervision Forms.

Communicable Disease- Julie Brodhead reported the following:

**Preliminary Final** Disease count for **2016** for **Richland County**

39 Chlamydia

2 Gonorrhea (another one from out of state so not counted)

2 Chicken Pox

28 (dog/cat/fox) bites (4 had the vaccination series)

20 Chronic Hep C

1 syphilis (out of state)

2 salmonella related to exposure to live poultry

3 E Coli-

3 Campylobacter

2 Cryptosporidium

11 Positive Influenza (Jan-Dec 2016) with 6 hospitalized

1 person treated with medication for Latent TB

1 suspected mumps. (The test came back negative)

9 people were tested in Richland County for Zika virus (negative) all traveled to affected areas.

Influenza 2016-17 Season for State of MT

Flu season from October 2, 2016 – December 31, 2016 there were 580 cases, 102 were hospitalized and 0 deaths were reported.

**Schools** noted to be reporting an increase number of absenteeism related to nausea and vomiting so far in 2017. Norovirus has been reported on the increase in the state, none diagnosed in Richland County.

Julie will be setting up times to visit with key provider offices as part of communicable disease program efforts to review the CDC reporting requirements and MT's updated Administrative Rules on disease reporting due out later this spring.

#### 2017 Communicable Disease reports/counts for Richland County

1 Chlamydia

*Emergency Preparedness update:* Julie reported that she is finishing up the 2nd quarter's deliverables for emergency preparedness due January 17th. The Continuity of Operations Plan and Health Alert Network Plans have been reviewed and updated as mentioned by Judy.

MOU's have been updated & signed with the County and Sidney City Public works. The department training plan continues to be used and updated as needed.

*Program Updates:* Cristin Henson, AmeriCorps Coordinator, reported on the AmeriCorps Grant. Cristin mentioned that the Planning grant runs through August 2017 and starting in September 2017 the goal is to have 10 or more AmeriCorp members (similar to VISTAs) to work with/supplement the work of the Action Groups, and each action group would apply for their own AmeriCorps member. She mentioned that she has updated the Strategic Plan for Communities in Action and that there will be a workshop January 30 and 31 2017 that MSU will be facilitating and this workshop will replace the Community Wide Conference. There a working agenda in place for this workshop and will be getting the final one out to everyone when done.

SANITARIAN: Stephanie reported on their Annual Reports for Retail Food Program and the Annual Report for Trailer courts, work camps, campgrounds. These Annual reports will be part of the department annual report for 2016. She also went over the Certified Food Protection Manager Training Requirement for License Retail Food Establishments Policy. Shane signed the DPHHS Cooperative Agreement to secure payment for inspections

COUNTY ATTORNEY: None

OLD BUSINESS:

The Dog Bite policy is still under review. Judy visited with Mike and they have had no chance to meet.

NEW BUSINESS: Shane handed out county calendars to everyone. Deb Gilbert mentioned that there will be a Statewide AMBER Alert test scheduled for January 13, 2017

PUBLIC COMMENT: None

There being no public comment, the meeting was adjourned at 3:10 p.m.

**The next meeting will February 21, 2017 at 2:00 p.m. Steering Committee Meeting is February 9, 2017 at 3:30 pm at the Community Services Building Conference Room 201.**

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Shane Gorder, Commissioner

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Heidi Moran, Recording Secretary