



RICHLAND COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MINUTES
1201 West Holly, Room 202, SIDNEY, MONTANA 59270
May 10, 2016

Board Members Present

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

Advisory Members Present

Julie Brodhead
Jeff Hintz
Deb Gilbert
Judy LaPan
Stephanie Ler – Sanitarian
Jacquelyn Free-Health Office
Mike Weber
Heidi Moran-Recording Secretary
John Dynneson

Board Members Absent

Advisory Member Absent

Guest

Kathy Helmuth

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

INTRODUCTIONS: Introduction where made.

REVIEW OF AGENDA: The agenda was approved with correction under Old Business to have c. read Fees for Temporary Food Establishments. Mike determined that a public hearing was not necessary. Duane made a motion to approve the agenda with the correction and Loren 2nd the motion.

MINUTES: Shane asked if there were any corrections or additions to the April 12, 2016 minutes. There being none, Ray motioned to approve the minutes and Duane 2nd the motion.

HEALTH OFFICER REPORT: None

HEALTH DEPARTMENT REPORT:

Quality Improvement Efforts - Judy mentioned that the accreditation process is almost done and she needs to review documentation in 2 domains five and nine. She would like to submit to PHAB by next week. The deadline is June 3rd.

Performance Management-Judy reported that the RCHD staff is in the last quarter of their employee plans and will be working on new employee plans at the May Staff meeting.

Policy Development- Judy mention that Maci Holst and Kris Smith will be working on a Health Promotion Campaign and that RSVP is close to hiring a coordinator.

Judy reported that when Tara, with MSU-Extension, went to visit the Girard Homemakers meeting an issue that came up was covering loads going to the dump. John mentioned that they found an old ordinance and are trying to enforce it by patrolling that road and being out at the dump more. The County landfill has been emailing John letting him know when they are seeing violation and they have been going out. John mentioned they are working with Tom Halverson, deputy county attorney, to update the ordinance. The sheriff's department has been putting articles in the newspaper about this issue.

Program Update-MCH/IZ/PAT-Kathy Helmuth reported that in 2014 RCHD saw 1840 clients and administered 3370 immunizations with 730 being public vaccine and 2640 being private vaccine, county purchased vaccine. In 2015 RCHD saw 2137 clients and administered 4141 immunizations with 860 being public and 3281 being private, along with that came the new school immunization requirements of varicella immunizations. January through March 2016 RCHD has seen 229 clients and administered 465 immunizations, 162 have been public vaccine and 303 have been private vaccine. So with this comes the client paper work that has to be filled out with no less than a 10 minute wait. There is background work that comes into play also like charting and following up with different issues or concern that a client may have. Kathy does all the ordering of vaccine online and tries to do an inventory count on all the vaccine monthly. She mentioned that she has placed an influenza order on January 28, 12016 for this next year. She mentioned that the Public vaccine is set by a dart board and know is \$21.32. She also spoke about the "Right on Time Every Time" packets that get sent out to every mom in Richland County explaining when to get shots for their little one. She said that in June and July MaryAnn and Heather work on the Tdap immunization to get kids that enter 7th grade to make sure they have this shot and go to school registration to catch the kids that need the shot.

Kathy spoke about the Parents s Teachers program (PAT). This program has been with the health department for 3 years. Parents as Teachers helps organizations and professionals work with parents during the critical early years of their children's lives, from conception to kindergarten. Parents as Teachers develops curricula that support a parent's role in promoting school readiness and healthy development of children. Our approach is intimate and

relationship-based. We embrace learning experiences that are relevant and customized for the individual needs of each family and child. As a result, individuals and organizations who use our curricula benefit from our understanding of the evolving needs of today's families and children.

Cristin Henson and Kay Nice work with the PAT program. Their quality improvement plan is 1) case load, 2) retention and Selection and 3) policies. Their case load it to have 12 families and as of now they are at nine families. With the families they see the goal is they would bring services twice a month for 2 years. Some families like to meet at the Health Department. The funding for this grant will go through September 30, 2016

Kathy also spoke on Maternal and Child Health (MCH). The main focus that we are working on this is Family Support and Health Education. The health department is using measures from the CDC and the health department is doing a department wide referral process.

Communicable Disease- Julie Brodhead reported the following:

Disease count for 2016 for Richland County

15 Chlamydia

1 Gonorrhea (another one from out of state)

2 Chicken Pox

10 (dog/cat/fox) bites (1 started vaccination series)

11 Chronic Hep C

1 syphilis (out of state)

1 salmonella related to exposure to live poultry

2 people were tested in Richland County for Zika virus (1 result was negative; the other is pending). Neither individual had symptoms.

1 suspected mumps. (The child had 1 shot on record, child had swollen sides of face but the test came back negative. The test came back within 36 hours because Steph L, Sanitarian was willing and able to drive the sample to Miles City where the State Lab courier comes to daily. This helped to get test run quickly.)

Influenza:

For Richland County as of May 10, 2016.

18 people with influenza - 8 were suspected (so not tested), and 10 were actually tested and were positive. All 18 did not have a flu shot. There has been 5 hospitalizations, 3 were flown out to other area hospitals, had no shot on record, and were very sick. 1 death, <65yr; 1 just went home after 30 days, 1 remains inpt, 2 went home from SHC after 1-2 days. (1- influ B , others A – H1N1 2009 type)

State of MT has 4221 confirmed cases of influenza since Sept 2015. 399 have been hospitalized and 17 have passed away as of April 30, 2016. (2 deaths were pediatric, 8 were below age 65 and 7 were above age 65).

MT has seen a gradual decrease in influenza cases over the last 3 weeks.
Hantavirus reminder update – press release was sent out, Rabies Exposure awareness- press release coming out soon –leave wild baby animals alone!

Emergency Preparedness update: Julie Thanked the Chairmen and Health Officer for signing off on the Specimen Transport Policy during April meeting; it has been finalized with the changes from the SHC lab and Fire. Julie reviewed the Disease Surveillance Policies, which outlines how the Health Department will work with other agencies to ensure investigation, access to treatment, education on prevention and implementation of control measures in regards to diseases, environmental issues or disasters the affect the health of the public. Julie requested that the Chairmen and health officer sign the checklist on the Communicable Disease Reporting Protocols required for the PHEP deliverable every year- there were minimal changes noted. Julie will be attending the PHEP/DES joint regional meeting in Miles City on May 25th. RCHD will be working on pulling information from current plans to cover the deliverable requirement for a Non Pharmaceutical Intervention Plan due the end of June.

Julie Brodhead- Presented a review of RCHD Policies/Plans in the EOP

RCHD would like to make BOH members aware of some of the policies for the health department:

Disease Surveillance –(includes investigation, treatment and control), Specimen Transport, Pandemic Flu Plan, Health Alert Network (HAN), Emergency Medical Countermeasures Plan/ SNS coordination; ChemPack, Volunteer Management (RSVP); Risk Communication; Truck Wreck Policy; Isolation and Quarantine; RCHD can also -assist with mass care & mass fatality coordination; working with access & functional needs/at risk population, communications with schools, daycares & providers.

These policies/plans can be looked at upon request- we can share them as much when asked. RCHD does try to visit with partners that are included in our plans ahead of time before listing any of their responsibilities.

In certain emergency scenarios RCHD may not be activated as a health department until after the fact- like for instance in storms we may not be activated- for the general public except for maybe vaccinating first responders if they get exposed to dirty water or cuts, or the sanitarian may be helping with the information on safe drinking water - i.e. testing if needed due to flooding in the area. RCHD would be giving out educational information, PSA's, and helping with volunteer organization.

Some of the things RCHD could do during a crisis-

- helping with information gathering answering phones & doing the computer work or tracking of information,
- sending out information or messaging,
- help as a PIO
- we can do a phone calling tree or manage a call center,
- our staff is trained in ICS,

- RCHD is a versatile partner and is willing to help out whenever we can.

RCHD would be the lead agency when a public health crisis occurs, specifically:

- managing pandemic influenza or disease outbreak
- mass or vaccination clinics,
- tracking down people to prevent the spread of diseases (pertussis, measles etc)

RCHD is grateful to for the partners from the BOH & LEPC. It is valuable to develop relationships face to face and get to know whom to call before the crisis happens.

SANITARIAN: Stephanie Ler reported that there will be a County Clean Up day on June 4, 2016. There will be clean up kits available at RCHD, landfill fees will be waived, and a raffle will be held. She also mentioned that E-Waste is going to take place at the County Shop on May 13th and 14th. Stephanie let the Board of Health know she has been working with Josh and Ron at Reynolds Market to ensure that they are meeting the requirements for making unpasteurized juice on a machine they have purchased. Stephanie is not supported of the machine but if they meet all the requirements we have no authority to stop them. She passed around a copy of the letter she gave to them outlining the requirements.

COUNTY ATTORNEY: None

OLD BUSINESS:

- a. Clean Indoor Air Act Policy was reviewed by BOH Member Melissa Boyer and Judy LaPan. There were some minor word changes to the policy, and changes on follow up, protocols, fines and penalties. It will be brought to the Board of Health next month.
- b. Town Hall Meeting- Judy reported that there is a Steering Committee Meeting on Thursday May 12th and Kris Smith, the PhD student, will be going over some of the results from the Town Hall Meetings.
- c. The Board of Health Discussed the Temporary Food establishment Fees. Stephanie Ler proposed fees of \$85 for those with 2 or fewer employees and \$115 for those with 3 or more employees, based on the current state fees for retail establishments. The motion was carried and the Board of Health approved the proposed fee schedule. The Board of Health approved the fees as stated and Duane Mitchell made a motion to accept the fees and Melissa Boyer 2nd the motion.

NEW BUSINESS: None

PUBLIC COMMENT: None

The next meeting will June 14, 2016 at 2:00 p.m. Steering Committee Meeting is June 9, 2016 at 3:30 pm at the Community Services Building Conference Room 201.

There being no public comment, the meeting was adjourned at 3:25 p.m.

Shane Gorder, Commissioner

Heidi Moran, Recording Secretary