



Description		Gallatin County Community Room, 311 W. Main, Bozeman MT	
Date	8/28/2014	Location	Board of Health
Time	Speaker	Note	
6:54:40 AM		<p>Members Present: Robin Corey, Steve Custer, Becky Franks, Tracy Knoedler, Buck Taylor, Carson Taylor, Gretchen Rupp, Joe Skinner Excused: Berk Knighton Staff: Patrick Duganz, Betty Kalakay, Matt Kelley, Toni Lucker, Tom Moore, Anna Snyder, Public: Tony Kolnik, Jane Mahlow</p> <p><i>These log notes provide only a part of the official record. The remainder of the official record is in the audio recording of this meeting. Section 2-3-212, MCA. The audio recording is available upon request.</i></p>	
7:02:25 AM		Meeting called to order	
7:02:38 AM		Audio Disclaimer	
7:02:56 AM		Public Comment on a Non-Agenda Item	
7:03:11 AM	Tony Kolnik	Lives at 404 N Montana, East Helena and is a Gallatin County property owner of several lots in Rainbow Subdivision at Four Corners. Tony discussed his concerns about the 2014 Renewable Resource Grant Application to create septic repair assistance program.	
7:08:06 AM		Consent Agenda	
7:08:25 AM	Matt Kelley	Matt noted some minor changes to the Medical Officer contract.	
7:09:21 AM		and to the MSU Standard Research Agreement	
7:09:50 AM	Motion	Buck made a motion to accept the consent agenda with the minor changes as noted by the Health Officer and inclusion of the amended standard research agreement.	
7:10:09 AM	Second	Steve seconded the motion.	
7:10:13 AM	Vote	The motion passed unanimously.	
7:10:20 AM		Regular Agenda	
7:10:51 AM		Discussion and Decision on the Adoption of a Proposed New Policy for Unpermitted Systems	
7:11:04 AM		Robin Cory arrived	
7:11:49 AM		Matt discussed the context of the policy change.	
7:12:11 AM		The proposal to the Board today is to revise the 'obsolete' systems language and rely on state law to determine health risk, which is found in state law ARM 17.36.913.	
7:15:07 AM		Matt discussed how this would be done using the proposed procedure.	
7:17:25 AM		Matt requested the Board consider the policy knowing the procedure that would be put in place upon the Board's approval of the policy.	
7:19:32 AM		Board discussion.	
7:20:40 AM	Motion	Carson moved to adopt the policy as indicated and as recommended	
7:20:52 AM	Second	Robin seconded the motion.	
7:21:24 AM	Vote	Motion carried unanimously.	
7:22:01 AM		Consideration and Approval of updates to Board Policies, Charters and By- Laws	
7:22:20 AM	Gretchen Rupp	Gretchen reported on the Board's Document Review Subcommittee recommendations.	
7:23:51 AM		Board Questions and Discussion	

7:23:56 AM	Carson Taylor	Should there be a requirement that one disassociate self from Board to prevent potential from confusion?
7:25:25 AM		Board discussion.
7:26:27 AM	Gretchen Rupp	Gretchen asked how the Board wants to proceed - wordsmith now or come back with different language next month?
7:26:40 AM	Steve Custer	Steve drafted disclaimer language to reflect person speaking as an individual and not as representative of the Board.
7:27:55 AM	Becky Franks	Becky drafted additional language
7:28:46 AM	Carson Taylor	Carson suggested adding a clause.
7:29:25 AM	Joe Skinner	Joe prefers the subcommittee look at other policies and craft language that is consistent with them, i.e., MSU or Gallatin Planning Board
7:30:04 AM	Gretchen Rupp	Gretchen deferred further discussion on updates of the Communication Policy
7:30:15 AM		The subcommittee recommends to the full Board to eliminate the Guest Editorials Policy since the updated Communication Policy addresses the needs.
7:30:45 AM	Motion	Buck made a motion to do away with Guest Editorial Policy of January 2009.
7:30:54 AM	Second	Robin seconded the motion.
7:30:59 AM	Joe Skinner	Joe wants it contingent upon the Communication Policy being adopted; the Guest Editorials Policy goes away when the Communication Policy is adopted.
7:31:31 AM	Amended Motion	Buck amended the motion to reflect Joe's comments - The Guest Editorials Policy goes away when the Communication Policy is adopted.
7:31:34 AM	Second	Robin seconded the amended motion.
7:31:46 AM	Vote	The amended motion passed unanimously.
7:31:49 AM		<u>Subcommittee Charters</u>
7:32:03 AM	Gretchen	Environmental Health Subcommittee (EHS) and Prevention Alliance Subcommittee (PA). The Document Review Committee proposes some minor changes to the <u>EHS charter</u> . EHS meets several times a year and makes recommendations to the full Board.
7:32:50 AM		Steve is the EHS Chair.
7:33:15 AM	Matt Kelley	Matt suggested adding Commissioner Joe Skinner as a Board of Health Representative to the EHS.
7:34:14 AM	Motion	Joe made a motion to approve changes and updates to the Environmental Health Subcommittee charter.
7:34:22 AM	Second	Carson seconded the motion.
7:34:28 AM	Vote	The motion passed unanimously.
7:34:42 AM		<u>Prevention Alliance Subcommittee</u> has not met for several years but the members have served on community committees moving public health issues forward. The Document Review Committee recommends to the Board to dissolve the PA.
7:35:21 AM		Board discussion.
7:36:28 AM	Matt Kelley	Matt noted the PA members are active in the community groups formed from the Community Improvement Planning - Buck is active in the access group, Robin in the collaboration group and Becky in the healthy behaviors group. We are just calling it something different with wider and deeper coalitions.
7:38:29 AM	Motion	Buck made a motion to eliminate the Prevention Alliance Committee Charter
7:38:38 AM	Second	Robin second the motion
7:38:44 AM	Vote	The motion passed unanimously.
7:38:52 AM		<u>Board of Health By-Laws</u>

7:39:04 AM		Becky went into state law and inserted the current wording of the ARMs.
7:39:49 AM	Steve Custer	Discussion of proposed changes. Steve wondered if just stating we are following state law is cleaner since state law continues to evolve.
7:40:29 AM	Matt Kelley	Matt commented it is easier for the Board to read what the law states
7:40:44 AM	Gretchen Rupp	Proposal is to review the by-laws the first quarter of each fiscal year to ensure in line with state law.
7:41:22 AM	Matt Kelley	Matt pointed out the more substantive changes: attendance policy and the appointment of a Board member to Local Water Quality District
7:42:18 AM	Joe Skinner	Joe asked about the relationship with the Board of Health and the Hebgen Solid Waste District?
7:43:12 AM		Board discussion
7:43:47 AM	Carson Taylor	Carson suggested that someone check the by-laws of Hebgen Solid Waste District to see if it requires an appointment by the Board of Health as opposed to the County Commission and Joe volunteered.
7:45:22 AM		Carson asked about method of reconsideration of a vote. From Roberts Rules of order?
7:46:56 AM	Matt Kelley	Matt noted this has been submitted to the County Attorney for legal review. He suggested the Board could submit Board feedback to the Attorney for complete legal review. Or could approve today contingent upon that complete legal review.
7:47:40 AM	Gretchen Rupp	Gretchen suggested another alternative: to continue by-law discussion to next Board meeting.
7:48:40 AM	Motion	Steve made a motion to continue the discussion of the Board of Health By-Laws and to investigate the Hebgen Lake Solid Waste Bylaws and the procedure for reconsideration at the next meeting
7:49:09 AM	Second	Carson seconded the motion
7:49:26 AM	Vote	The motion passed unanimously.
7:49:41 AM		Appointment to Local Water Quality District Board
7:49:48 AM	Gretchen Rupp	Gretchen has been serving in this position for 6 years and is stepping down. She notes that the current three-year term ends at the end of September and the new three-year term starts October 1.
7:50:31 AM	Steve Custer	Steve volunteered.
7:50:38 AM	Nomination	Buck nominated Steve Custer to serve as the Board of Health representative on the Local Water Quality District Board
7:50:43 AM	Second	Robin seconded the nomination
7:50:55 AM	Buck Taylor	The Board thanked Gretchen for her service on the Local Water Quality District Board
7:50:58 AM	Vote	The nomination passed unanimously.
7:51:16 AM		Officer Elections Annual elections for Board of Health Chair and Vice-Chair occur at the first meeting in July.
7:51:47 AM	Nomination	Joe nominated to keep the current officers and vote them in with unanimous affirmation
7:51:58 AM	Second	Carson seconded the nominations.
7:52:02 AM	Gretchen Rupp	Gretchen accepted
7:52:12 AM	Buck Taylor	Buck accepted as vice-chair.
7:52:27 AM		Buck wanted to nominate Becky Franks but did not have a chance to talk with her prior to the meeting.
7:52:41 AM		Board discussion.
7:52:49 AM	Vote	Roll Call:

		Buck - opposed Becky - yes Tracy - yes Gretchen - yes Joe - yes Steve - yes Carson - yes Robin - opposed
7:53:03 AM		Board Discussion
7:53:40 AM		Emergency Preparedness Presentation
7:53:58 AM	Jill Steeley	Before the presentation, Jill introduced new health department staff: Patrick Duganz, Father Engagement Specialist; Anna Snyder, Public Health Nurse; Keith Wilson, Accountant
7:54:44 AM		Matt introduced Betty Kalakay, Emergency Preparedness Coordinator
7:55:27 AM	Betty Kalakay	Betty presented a PowerPoint about the Gallatin City-County Health Department Emergency Preparedness Plan
7:58:37 AM		Becky, Buck & Tracy had to leave
8:22:31 AM		The plan is available to the Board via Drop box, hard copy or CD
8:23:44 AM		Questions by the Board
8:23:47 AM	Steve Custer	Steve asked about the Environmental Health's role with respect to train tanker wreck/derailment.
8:27:27 AM	Gretchen Rupp	Gretchen asked who devises the scenarios and determines the real risks?
8:30:49 AM	Robin Corey	Robin asked if this plan had something to do with accreditation.
8:34:20 AM	Steve Custer	Steve noticed that West Yellowstone was not on the Vaccine Points of Distribution locations when West Yellowstone saw two million people pass through in August.
8:36:38 AM		Subcommittee Reports
8:36:44 AM		<i>Document Review Committee</i> met and brought the policies, charters and by-laws updates to the Board.
8:37:01 AM		<i>Environmental Health Subcommittee</i> Steve reported on the review of the first draft of chapter 3 update and noted the coming positive changes to the way we do business once the new unpermitted wastewater treatment policy and Chapter 3 goes into effect.
8:38:09 AM		Health Officer Report
8:38:17 AM		<i>Accreditation</i> Last Thursday, all documentation was submitted to PHAB.
8:40:28 AM		<i>New Staff</i> Due to turnover and new positions formed.
8:41:02 AM		Lori Christensen is now Chronic Disease Prevention Program Manager; Dustin Schreiner was promoted to Senior Sanitarian over the establishment program; currently advertising for EHS position; Jen MacFarlane is new Tobacco Prevention Specialist; Alexis is the current Grants Coordinator and leaving the department; and this morning WIC is moving from the Belgrade location into CHP-Belgrade!
8:44:49 AM		Meeting adjourned!

Secretary

Date

Chair

Date