

**MADISON COUNTY BOARD OF HEALTH
Meeting Minutes
March 10, 2016**

On Thursday, March 10, 2016, a meeting of the Madison County Board of Health came to order at 4:09 p.m. in the Madison County Public Health Department (MCPHD), located at 7 Placer Loop, in Virginia City, Montana.

Those people in attendance at the meeting were Douglas B. Young, Rachel Crismore, Fred Hofman, Jim Hart, Van Puckett, Anne McBee-Mehring, Tammy Mahlstedt, and Melissa Brummell.

Board of Health Chair Selection: This topic was postponed until the next Board of Health meeting.

Cooperative Agreement between Montana Department of Public Health and Human Services and Board of Health (BOH): Van Puckett, Sanitarian presented the Cooperative agreement to the Board. The purpose of the agreement is to establish a payment schedule for maximizing the disbursement of funds to the BOH to support inspections of licensed establishments and to determine which optional programs the BOH will conduct. Discussion included pools, spas, and tattoo parlors. Fred Hofman moved to approve the Cooperative Agreement between the Montana Department of Health and Human Services, and the Board of Health, with the effective date from January 1, 2016, through December 31, 2016, and cannot be terminated except by written notification from one of the parties with a minimum of 30-day notice. This agreement may not be extended. Pending review and approval by the BOH members not present for this meeting. Rachel Crismore seconded the motion. All present voted aye, pending a quorum of voters. Doug Young, Chair, suggested that those BOH members not present be allowed to review and approve the document via email due to the pending deadline. Once approved, Jim Hart will deliver the Coop agreement to Doug Young, Chair to sign.

Tammy Mahlstedt, and Anne McBee-Mehring, Public Health Clerks.

- **Billing Update:** Tammy provided the Board with a financial update. Discussion included recent deposits, payments recouped by year, contract adjustments, and submission of new claims. Tammy notified the Board that the enrollment packet submitted by MCPHD to Palmetto GBA Railroad Medicare was approved February 4, 2016. This will allow MCPHD to receive payment on services provided to Patients who have Railroad Medicare insurance. Tammy informed the Board that MCPHD has received a request from United Healthcare (UHC) to sign a new contract. Kathy Lamping, UHC Senior Network Account Manager for Montana stated that the only difference is that the new contract covers MCPHD as a group where the original contract was an individual contract so if MCPHD changed our medical director or anything MCPHD wouldn't have any issues adding a different provider.
- **Grants:** Due to successful submission of grant deliverables MCPHD received quarterly payments for the Immunization Action Plan, Maternal Child Health, and the Public Health Emergency Preparedness grants. MCPHD has not yet received the quarterly payment for the Montana Healthcare Foundation grant.
- **Completed Training for Anne:** Anne completed the FEMA IS120 as a pre-requisite to attend the FEMA LO146-Homeland Security Exercise Evaluation program training that was held in Missoula on January 14th and 15th. Anne continues to work on the PHEP deliverables assigned by Melissa. One recent deliverable was to set up the Point of Dispensing (POD) at one of the designated distribution locations. MCPHD chose to conduct the exercise at the Sheridan School and found it to be a great learning experience which provided an opportunity to trouble shoot ideas, before deploying in an emergency situation. Anne also participates in the monthly PHEP conference calls. Anne attended the Health Alert Network Webinar on February 23, 2016.
- **Completed Training for Tammy:** Tammy participated in the Immunization Medicare Billing web-ex presented by Brown Consulting on January 12, 2016. Melissa has assigned Tammy to assist with the Montana Healthcare Mutual Aid volunteer registry, she participated in the web-ex training



provided by the Public Health Emergency Preparedness section of DPHHS on February 16, 2016. Tammy attended the Health Alert Network Webinar on February 23, 2016. Tammy also participated in the Immunization Billing Networking call hosted by Carolyn A. Parry, MPH, CDC Public Health Advisor Montana Immunization Program, on March 10, 2016.

- **Upcoming opportunities:** Anne and Tammy are both scheduled to participate in the upcoming Basic Disaster Life Support class via web-ex. The class will be presented in the evenings beginning March 29th, 31st, and April 5th, and 7th 2016, and will be hosted by Don McGiboney, DPHHS Public Health Emergency Preparedness Section.

Melissa Brummell, Public Health Nurse, joined the meeting. She was previously in Ennis hosting a well child clinic.

Melissa Brummell, Public Health Nurse Update:

- **Immunizations:** Melissa continues to attend the well child clinics in Ennis, Sheridan, and Twin Bridges. She has recently confirmed the schedule for the School Spring Immunizations clinics. MCPHD passed the recent Vaccine for Children site visit conducted by State of Montana. MCPHD will be presented the Assessment, Feedback, Incentives, and Exchange (AFIX) quality improvement award during the Immunization Action Plan grant conference. MCPHD was given the award due to achieving an 80% vaccine coverage rate on pediatrics reviewed.
- **Community Education:** Melissa is in the process of scheduling Puberty education for the Ennis, Twin Bridges, and Sheridan schools. Drew Chambers, PA-C has offered to provide the puberty education for the boys again this year. This current week, MCPHD has been conducting hearing screenings for the Sheridan and Twin Bridges schools. The Alder school hearing screenings will be completed on Friday. The Ennis and Harrison schools chose to conduct their own hearing screenings. MCPHD, along with Schmieding Dental Group, and Robert Tom Bartoletti, DMD, have been working to complete dental screenings and will have serviced all the schools in Madison County by the end of March. Melissa has been working with the MHLAC to try and encourage additional mental health education in the school system. Melissa has attempted to contact the Tobacco Prevention Specialist to discuss future needs in Madison County and find out what services are currently being offered.
- **Grants:** All grants are scheduled to be submitted on time. Melissa is looking for ideas for a large project, such as the emergency packs we distributed last year, to utilize the Public Health Emergency Preparedness funds. Melissa has been working with Dustin Tetrault, Director of Disaster and Emergency Services, seeking volunteers who are willing to become a part of the Community Emergency Response Team.
- **Completed Trainings/Meetings:** Melissa currently attends the LEPC meetings; the MHLAC meetings; the MCPHEP meetings, and she attended the Source Water Protection meeting in Virginia City. She also attended the Mental Health Summit in Dillon; and participated in the Basic Disaster Life Support web-ex. Melissa will attend the MCH/FICMMR training at the end of March; the IAP training in mid-April, and the PHEP training in May.
- **Communicable Disease Update:** Melissa stated that positive influenza cases have increased in Madison County. She discussed that the reported flu cases were the result of people not being vaccinated against the flu. She continued by stating that the flu strains in the shot this year seem to be working well. Melissa informed the Board that there was a pink eye outbreak at the Twin Bridges School, and Daycare last month. There was also a case of RSV at the Twin Bridges daycare. Melissa provided guidance to the school, daycare, and parents regarding the signs and symptoms of pink eye and RSV. Melissa reported that STD cases have been lower this quarter.
- **Upcoming Projects:** Melissa is working with DPHHS to coordinate dates for Board of Health training. MCPHD plans to host a booth again this year during the Madison County

Fair in August. Melissa is researching the opportunity to offer First Aid CPR certification for community members. Van Puckett offered to teach the course. Fred Hofman suggested that it would be a great opportunity if the Harrison school staff could participate in the training.

Roadmap to Ready Training Program and Preparedness Summit Attendance: Melissa Brummell, Public Health Nurse, emailed the Board of Health (BOH) on January 20, 2016, seeking permission to attend a training opportunity that would be held in Texas April 18, 2016, to April 22, 2016. Melissa explained there were actually two trainings. The first is a training and mentoring program to assist emergency preparedness coordinators with public health preparedness. The second is a four day preparedness summit, Planning Today for Rebuilding Tomorrow. Melissa stated this training would go towards the PHEP grant and that there are funds in the budget to cover it. BOH members supported the opportunity via email, and the Commissioners approved the training on January 25, 2016.

Approval of Minutes: Because there was not a quorum present, this topic was postponed until the next regular Board of Health meeting.

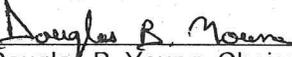
Develop Ambulance Service with Public Health Funds: The Board has suggested that this item be kept on the agenda as it is an ongoing topic. This topic was tabled to include all Board members in the discussion.

Review Board Member info: Board members that were present reviewed personal contact information. There were no updates to report at this time. This topic was tabled to include all Board members.

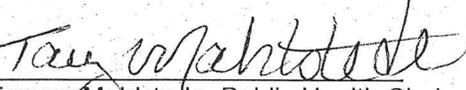
Meeting Schedule: The Board would like to meet again in June. Melissa will review the timeframe for submitting grant deliverables and coordinate with the Board suggestions for the next meeting date.

Next Regular Meeting: The next regular Board of Health Meeting will be held on Thursday, June 9, 2016, beginning at 3:00 p.m. at the Administration Office Building Public Meeting Room, 103 West Wallace Street Virginia City, Montana. Please note the time and location change for this meeting.

Adjourn: With no further business, the meeting was adjourned at 5:18 pm.


Douglas B. Young, Chairman
Madison County Board of Health

Date Approved: June 9, 2016
Minutes prepared by:


Tammy Mahlstede, Public Health Clerk

Attest: _____
Kathleen Mumme, Clerk and Recorder, Madison County

