

BOARD OF MADISON COUNTY COMMISSIONERS
October 19, 2021, Meeting Minutes

On Tuesday, October 19, 2021, a meeting of the Board of Madison County Commissioners came to order at 10:00 a.m. in the Second Floor Court Room of the Administrative Office Building in Virginia City, Montana, with Commissioners Dan Allhands, Ron Nye, and Jim Hart present. Jane Bacon, Commissioners' Clerk, was present to take minutes.

Those people in attendance at the meeting were Emilie Saylor, Kila Shepherd, Jennifer Westfall, Hannah Brook, Mike Callahan, Joe Brummell, Allen Rohrback, Paula McKenzie, and Vicki Tilstra. Ryan Wolter, IT Support Specialist, administered the Webex connection. Those who attended via Webex or by phone included Craig Erickson, Steve Johnson, Al Malinowski, Meg O'Leary, Tommy Luksha, Bonnie O'Neill, Britani Allhands, Jani Flinn, Mike Callahan, Jennifer Martens, and unidentified phone attendees.

Approval of Minutes: No minutes were available for approval.

Public Health Office: Emilie Saylor, Public Health Director, met with the Board to discuss the following topics. Kila Shepherd, HR Director, Jennifer Westfall, HR Generalist, and Hannah Brook, Grant Writer/Administrator, were present for a portion of these topics.

- **COVID Update including Nursing Homes Status:** Emilie presented an update on COVID status. Madison County has 47 active cases bringing the total of confirmed positives to 1,207, there are currently 2 active hospitalizations although in the last few weeks there have been 6-10 people hospitalized at a time, and the County transported a lot of very sick patients to other hospitals. Statewide there are 11,109 active cases bringing the total of confirmed positives to 165,941, currently 449 active hospitalizations for a total of 8,302 hospitalizations, with 2,183 fatalities to date. Emilie reviewed a chart of daily new cases in the State which is trending downward, a map of active cases in the State reflecting a slight decrease, and cumulative cases were also reviewed. Emilie discussed vaccinations which she noted is a hot topic due to mandate discussions, and she pointed out that Public Health has no say or control over whether mandates take place but is there to provide vaccines for those who want them, as well as education and information for those considering them. Those fully vaccinated across the State have reached 54% of the total population. Madison County's vaccinations are at 47% and a majority of the population has received at least one dose. Emilie said they are talking with a lot of folks who are very sick and unvaccinated, and spoken with very few who are sick and vaccinated. She reviewed vaccine uptake by age group and said information is coming out for lower-dose vaccine distribution to ages 5-11, which is expected to be approved in the next few weeks. There was discussion about COVID testing, rapid home tests versus lab-confirmed tests, and locations where vaccinations can be obtained such as local hospitals or through Public Health. Emilie reviewed COVID status at Madison Valley Manor. Of the 18 residents, 94% are vaccinated and 100% will be vaccinated soon, and staff is 65% vaccinated. There was no detailed update for Tobacco Root Mountain Care Center which is in outbreak status. She said they are doing well despite having a couple of cases, and infection control measures are being discussed.
- **Immunization Action Plan Grant Contract Amendment for 2021-2022:** This task order amendment is COVID-specific for immunizations, the funds can be used over the next four years, and Emilie reviewed the stipulations regarding what the funds can be used for. On the recommendation of the Public Health Director, Jim Hart moved to approve Task Order Amendment Number 1 for COVID Immunization Services Task Order Number 22-07-4-31-126-0 in the amount of \$77,820. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Potential Grant to Fund Community Health Needs Assessment Merge:** Emilie said public health offices typically do periodic community health needs assessments and use the information to build their strategic plans, bringing end resources to meet community needs that are identified in the process. Madison County's Public Health department has not conducted a community health assessment since 2011, she noted it is a very time-consuming and intensive process, but both local hospitals have been

required to do needs assessments every three years and there is a way to merge their data into one report for all of Madison County, including its portion of Big Sky. She discussed costs and possible State grant funding, said the merge will take 3-6 months to complete, hopefully will reflect pre-pandemic conditions and not be too COVID-specific, and will be useful since demographics have changed drastically in the last ten years. Based on the recommendation of the Public Health Director, Jim Hart moved to approve Task Order number 22-07-1-01-155-0 related to creating a needs assessment for Madison County. Ron Nye seconded the motion. All voted aye and the motion carried. After review, Jim Hart moved to approve the Contracted Services Agreement between Montana State University and Madison County Health Department for services up to \$7,000 to create a merge of information gathered by Madison Valley Hospital and Ruby Valley Hospital. Ron Nye seconded the motion. All voted aye and the motion carried.

Great West Engineering/SMA Architects: Craig Erickson, Great West Engineering, met with the Board via Webex/phone to discuss the following topics. Hannah Brook, Grant Writer/Administrator, was present for this portion of the meeting.

- **Madison Valley Manor Renovation Project:** Craig said there is not much activity on the MVM renovation project, and delivery of the generator is still expected on November 19, 2021. He will renew efforts to get a bid on the kitchen remodel portion of the project.
- **Tobacco Root Mountains Care Center Project:** The Preliminary Architectural Report for the TRMCC project will be done soon, and then work will be identified that can be done with ARPA or CDBG funding.

Claims: The Board approved claims.

Participation in Opioid Litigation: The Board discussed participating in the National Opioid settlement. Mike Callahan, Safety Coordinator, was present for this portion of the meeting. After discussion, Ron Nye moved to approve opting in to the National Opioid Settlement for subdivisions of local government, subject to County Attorney approval. Jim Hart seconded the motion. All voted aye and the motion carried.

Donation to Western Legacy Center: The Board considered donating to the Western Legacy Center. Mike Callahan, Safety Coordinator, was present for this portion of the meeting. No action was taken on this topic.

Inmate Medical Insurance Program Renewal – 2021-2022: The Board discussed renewal of the Inmate Medical Insurance Program. Mike Callahan, Safety Coordinator, and Joe Brummell, Director of Emergency Management, were present for this portion of the meeting. After discussion about how the form should be filled out compared to the last renewal, Jim Hart moved to approve the 2021-2022 agreement for Inmate Excess Medical Insurance and/or Claims Administration Management administered by Montana Association of Counties for Correctional Risk Services, Inc., and to check all boxes on the form. Ron Nye seconded the motion. All voted aye and the motion carried.

DES: Joe Brummell, Director of Emergency Management, met with the Board to discuss the following topics. Mike Callahan, Safety Coordinator, Kila Shepherd, HR Director, and Jennifer Westfall, HR Generalist, were present for this portion of the meeting.

- **Resolution to Rescind Burn Ban (47-2021):** Joe noted that other agencies reversed burn bans and fire restrictions at least two weeks ago, and the decision to rescind the ban was made in collaboration with all the County fire chiefs. After review, Ron Nye moved to approve Resolution 47-2021, a resolution rescinding Resolution 26-2021 a burn ban in Madison County, as presented. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Great Montana Shake Out:** Joe discussed the County's participation in the upcoming Great Montana Shake Out scheduled for Thursday, October 21, 2021, at 10:21 a.m. It will be announced over the phone system to alert employees, and discussion ensued about designated outdoor employee gathering locations.

Safety: Mike Callahan, Safety Coordinator, met with the Board to discuss the following topic. Kila Shepherd, HR Director, and Jennifer Westfall, HR Generalist, were present for this portion of the meeting.

- **Safety Update:** Mike updated the Board on Safety activities, including training with the former Safety Coordinator, injuries and incidents investigated, AED maintenance, meetings and trainings attended, OSHA reports, computer issues, safety self-inspections, and supply management. Emergency evacuation routes were briefly discussed.

Madison Valley Medical Center: Allen Rohrback, Madison Valley Medical Center CEO, met with the Board to discuss the following topic. Paula McKenzie, Clerk and Recorder, and Vicki Tilstra, Finance Officer, were present for this portion of the meeting.

- **Resolution of Intent to Create Madison/Ruby Valley Ambulance District:** Allen said he worked with Paula to finalize the Resolution of Intent to create an ambulance district, including Exhibit A which describes areas included and not included in the district, and if approved they hope to include it in the election on May 3, 2022. The remaining process details and timeline were reviewed and Jim read the Resolution out loud. Following discussion, Ron Nye moved to approve Resolution 46-2021, a resolution of intent to create Madison and Ruby Valley Rural Ambulance District as presented with corrections, and to set a public hearing date of January 4, 2022, at 1:00 p.m. in the Administrative Office Building in Virginia City, Montana. Jim Hart seconded the motion. All voted aye and the motion carried.

Big Sky Park District Board: Steve Johnson and Al Malinowski, Big Sky Parks District Board, and Meg O'Leary, M2O Group (public relations), met with the Board via Webex to discuss the following topics.

- **Big Sky Park District Interlocal Agreement / Option to Collect Assessments:** Steve said the current interlocal agreement for the Big Sky Trail, Recreation and Park District includes Madison County and Gallatin County districts but functions as a single entity. The current agreement expires in February of 2022, and Steve discussed updating the agreement to include implementing a per-parcel assessment as a source of funding for maintenance in the Park District. They recently had a similar discussion with the Gallatin County Board of Commissioners who tasked their County Attorney with researching the legal basis for this assessment, which was included in the original resolution that created the District and never implemented. Current funding for maintenance comes from annually-requested resort tax funds, and Meg said the assessment will provide long-term, sustainable funding for the District. This topic will be discussed further at upcoming meetings in Big Sky, and an updated version will be presented to the Board in the near future.

Human Resources: Kila Shepherd, Human Resources, and Jennifer Westfall, HR Generalist, met with the Board to discuss the following topics. Joe Brummell, Director of Emergency Management, and Emilie Saylor, Public Health Director, were present for a portion of these topics.

- **Approval to Hire DES Clerk:** Jennifer said the current Public Health clerk applied to transfer to the DES Clerk position. After review, Ron Nye moved to approve hiring Jennifer Martens as DES Clerk starting on October 25, 2021. Jim Hart seconded the motion. Jim Hart and Ron Nye voted aye, Dan Allhands voted nay, and the motion carried on a majority vote.
- **New Position – Public Health (temporary) Case Investigator:** Emilie discussed hiring a dedicated case investigator to work on Public Health COVID case investigations, requiring customer service and data entry skills. She anticipates the position would be needed for 12 months, would require 20-25 hours per week so it would not be benefits-eligible, and she noted that some cases can be assigned to other department staff if more help is needed. There was discussion about working remotely and not requiring office space, budget and mills, position options, job description and flexibility, and the seriousness of the current increase in cases and deaths. Following discussion, Ron Nye moved to approve the authorization to fill the Public Health temporary case investigator position. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Closed Session (Public Meeting Room):** Kila and Jennifer met with the Board in a closed session. An audio recording of this session was sealed and delivered to the County Attorney's office.

Calendars: There was no discussion on this topic.

With no further business, the meeting was adjourned at 3:40 p.m.

Next meeting: The next regular Commission meeting will be held on Tuesday, October 26, 2021, beginning at 9:30 a.m. in the Second Floor Court Room of the Administrative Office Building in Virginia City, Montana.

Dan W. Allhands, Chairman
Board of Madison County Commissioners

Date Approved: November 23, 2021

Minutes prepared by:

Jane Bacon, Commissioners' Clerk

Attest: _____
Paula McKenzie, Clerk and Recorder, Madison County