

Missoula City-County Board of Health  
June 22, 2006

**Board Members Present:** Chairman Bill Rossbach, Vice Chairman Garon Smith, Jean Curtiss, Dr. Alan Gabster, Sandy Kuntz, and Eileen Sansom

**Board Members Absent:** Dick Haines

**Health Department Staff Present:** Health Administration: Health Officer Ellen Leahy and Administrative Aide Julie Mohr; Health Services: Director Julie Serstad; Nutrition Services/WIC: Supervisor Mary Pittaway.

**Legal Counsel Present:** Civil Deputy County Attorney Marnie McClain

**MEETING CALLED TO ORDER**

Chairman Rossbach called the June Board of Health meeting to order at 12:24 p.m.

**ITEM 1. APPROVAL OF MAY 18, 2006 BOARD OF HEALTH MINUTES**

Minutes of the May 18, 2006 Board meeting were approved with the following corrections: Under **Item 2**, the title of **Attachment H** was corrected to read "...Missoula County". Under **Item 4**, the second paragraph was revised to read "Ms. Leahy noted that in the U.S. states have primary responsibility, which Montana Code Annotated passes down to local boards of health in the state of Montana..."

**ITEM 2. RECOGNITION OF MARY PITTAWAY**

Following commendation by Director Julie Serstad, the Board recognized Ms. Pittaway in absentia and then later in person as being named Registered Dietician of the Year by the Montana Dietetic Association.

**ITEM 3. JOURNAL REPORT**

No journal report will be assigned for July since the meeting may be cancelled or rescheduled.

**ITEM 4. APPROVAL OF PROPOSED REVISIONS TO BOARD BY-LAWS**

Last month the Board proposed written revisions to the by-laws, including a change to Section 6 (c) requiring that the Board agenda be provided to a newspaper of local circulation at least two days prior to the monthly meeting. (See **Attachment A, Proposed Changes to Bylaws for the Missoula City-County Board of Health; Air Pollution Control Board; Water Quality District.**)

Ms. Mohr shared that inquiry about posting the agenda in the community calendar of the *Missoulian* yielded the following: 1) The city already sends notice for the meetings to appear in the calendar; and 2) There is no fee for entries in the calendar but they list only on the day of the

event and do not include agendas. Thus, the agenda must be run as a paid ad or as a paid notice in the classified section. Director Leahy asked if the wording could be revised to allow posting to continue as described. Per Ms. McClain, the intent is to provide broad-based methods of notifying the public of the specific agenda. The group kept the existing language. Ads will run in the Missoulian, preferably on the community calendar page. Section 6 (c) will be further revised to read “At least two days prior to each regular meeting, the agenda will be posted on the Health Department’s web page for the Board of Health, posted on the outside door of the Missoula City-County Health Department at 301 West Alder, provided to a newspaper of general circulation in Missoula County and to any other local media representative which has requested such notice, and e-mailed to those who have requested to be added to an electronic “interested parties list”.

#### **PUBLIC COMMENT**

Chairman Rossbach called for public comment. Tony Tweedale said the majority of other local boards use an “interested parties list” as an effective means of providing notice of public meetings. Ms. Mohr shared that she is working to set up information about this type of list in the Board web pages at the county website. Chairman Rossbach asked that other contact lists maintained by the Health Department be reviewed for immediate inclusion in such a list.

#### **MOTION**

**Board Member Sansom moved to approve all proposed changes to Section 6 (c) of the Board’s bylaws. The motion carried unanimously.**

#### **FOLLOW-UP**

*Ms. Mohr will update the by-laws as specified and will work with department divisions to expand the “interested parties list” to include individuals from other contact lists who would like to be added. Meeting agendas will be posted in paid ads in the Missoulian.*

#### **ITEM 5. UPDATE ON PANDEMIC FLU PLANNING**

Director Leahy distributed **Attachment B**, Memo: Update on Planning Activities and H5N1 (Avian) Influenza Status. The health department is working with three physicians to develop pandemic flu triage protocols, which Ms. Leahy hoped to present today but they are not finished. A goal remains to conduct an exercise by year’s end. Her update on avian flu monitoring included an explanation of the levels used in the World Health Organization’s pandemic alert system. The department is contacting groups, such as the Chamber of Commerce, churches, long-term care facilities, etc., to determine how they want to receive flu planning information.

#### **ITEM 6. UPDATE ON MCH ADVISORY COUNCIL**

The presentation on the breastfeeding initiative was postponed to the August meeting.

#### **ITEM 7. DIRECTOR’S REPORT**

- Board members received the book Milestones in Public Health thanks to Ms. Kuntz.
- Board members received NALBOH membership cards and conference information (**Attachment C**).
- Web pages for the Board are being updated and expanded at the county website.
- Ms. McClain said that no settlement was reached at the Paws Up settlement conference.

- Nurses at the Missoula and Bozeman health departments gave positive feedback after training on new MCH software, which has better functionality than the state's software. Information is not transferable because state agencies have not offered a way to do so.
- The governor may not approve some of the Department of Public Health and Human Service Public Health Bureau's most important budget requests. Since block grant funds remain at the state level, if federal money is cut, state general fund money needs to be made available to replace lost funds. This is specifically the case for the Preventive Health Services Block Grant.
- The department's recent MOVE walking challenge went well. (See **Attachment D**, Missoula City-County Health Department Walking Challenge: 2005.)
- Turnout and participation were excellent for the statute modernization workshop.
- In response to the Board's letter of support to preserve funding for Urban Indian Health Centers, a staff member at Representative Rehberg's office called with the update that funding was preserved in a recent House Bill. Senator Burns sent a letter (**Attachment E**) expressing his support of funding for UIHCs.

**PUBLIC COMMENTS**

Chairman Rossbach asked for public comment. None was given.

**ITEM 8. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

Chairman Rossbach asked for public comment on items not on the agenda. None was given.

**ITEM 9. APPROVAL OF DIRECTOR LEAHY'S FY 2007 GOALS**

Chairman Rossbach invited members to offer comments. Director Leahy sets her goals (**Attachment F**) so that they tie in with but do not duplicate the Board's current strategic goals and link to key strategic areas in the health department that require management involvement.

**MOTION**

**Vice Chairman Smith moved to approve Director Leahy's goals for fiscal year 2007, with corrected numbering. The motion carried unanimously.**

**ADJOURNMENT**

Chairman Rossbach declared the meeting adjourned and convened the Air Pollution Control Board meeting.

Respectfully submitted,

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Ellen Leahy  
Health Officer

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Bill Rossbach  
Chairman