

Lincoln County
City-County Board of Health Agenda
February 13, 2019
Lincoln County Courthouse

1. Call to Order

2. Approval of Minutes

- 11/14/2018 Minutes (amended at January meeting)
- 1/9/19 Minutes

3. New Business

- New Eureka member
- Operating Procedure #2
- Focus area liaisons

4. Program Reports:

- **Public Health**
 - General update
 - Washington DC update
- **Environmental Health**
 - Revolving septic loan
- **Solid Waste and Recycling**
 - Expansion application
 - Compactor rebuild
- **ARP**
 - Personnel update
 - Joint site inspection
 - Data transfer
 - Property Evaluation Notification

5. Focus Area Liaisons:

- **Superfund Sites**
 - Asbestos - Trihydro expenses
 - Groundwater – site update

6. Health Officer Report

7. Old Business

- Panoramic View dust complaint

8. Public comment

9. Discussion re: civil options in light of EPA Final Determination (CLOSED – ATTORNEY-CLIENT PRIVELEDGED)

10. Adjourn

11.14.2018 BOH meeting minutes
6:00 PM Courthouse

Board Members Present: Jan Ivers, Sara Huddleston, George Jamison, Mark Peck
Absent: Maggie Anderson, Nancy Haugen
LCHD Staff: Bryan Alkire, Noah Pyle, Amanda Harcourt, Elzhon Anderson, Kathi Hooper, Trista Gilmore, Jake Mertes, Jinnifer Mariman (by phone)
Public: Rob Dufficy, Libby City Council, Tina Oliphant, Cheri Dunbar, Ben Kibbey, Western News

	Discussion:	Action Item:
1. Call to order	Called to order at 6:00 PM by Jan Ivers	
2. Approval of Minutes	October minutes approval: Mark Peck made a motion to approve the October Board of Health minutes, Sara Huddleston seconded. Motion passed unanimously.	
3. New Business	<p>Reappointment: Jan Ivers is up for reappointment to the board, George made the motion to reappoint her and Sara seconded it. This will be brought to the next commissioner meeting for approval.</p> <p>Policy Change: Kathi asks for the board to look over the policy change. George asked that the wording be changed to add public health as well as add ARP. George will work with Noah on how he would like to read.</p> <p>Reorganization: Mark began the discussion about changing the organization of the Health Department because the proposed DEQ liaison position has been eliminated and those duties will go to ARP. ARP will report to the O&M Advisory Team and BOH. George made the motion to restructure so ARP is supervised by BOH, Mark seconded with the stipulation that changes are effective January 2019.</p>	<p>Kathi Hooper will bring that to the commissioners meeting.</p> <p>Noah states this would be something started around March 2019</p>
4. Program Reports: Public Health	Snapshots: There have been 37 mobile flu clinics and 42 times out, the schools have had more than one and head start was also multiple dates. Sara asked about positive influenza in the county, at this time only 1 was reported positive and it was a rapid test therefore not confirmatory at this time.	
Environmental health	<p>Sanitation: Kathi reported that Virginia will be enrolling in peer to peer training.</p> <p>Pine Tree Plaza: There was an abatement done by Dr. Black, have been working with the owner for the rest of the building. Owner has been charged with public nuisance. Looking for solutions to take the rest of the building down due to public risk for health and access. Mark brought up the risk for Libby with the old school on Mineral Ave. and Lincoln Blvd.</p> <p>ARP: Grant settlement letter from EPA deals with original EPA grant the amounts of money were confusing. Mark clarifies that final amount and interest are about where Wendy and</p>	

11.14.2018 BOH meeting minutes
6:00 PM Courthouse

	<p>Darren were thinking. He thinks overall is negotiable. Darren is going to talk to them and discuss who needs to sit down and talk planning. Jinnifer proposes a conference call in the next couple of days to discuss. Jan moves that George be involved in the planning and conference call.</p>	
Air Quality	<p>DNRC Burn: Jake reports this went perfectly, good teamwork and no smoke impacts. There were also 10 private fuel reduction permits allotted in October.</p>	
Solid Waste and Disposal	<p>Award: The Interagency for Grizzly bears gave an award to Lincoln County Solid Waste for the fences around the greenbox sites.</p>	
5. Focus Area Liaisons	<p>Superfund Sites: George states that the O and M planning is going well specifically the evaluation program once called the permit. January they should have something in writing to show the board. Controlled Ground Water Area: A year ago county and BOH were approached about sponsoring a controlled water area with special concerns to environmental damages and resources. The port of authority has concerns about groundwater issues. The Port of Authority requests an official response by 11/13 about if they will sponsor. George drafted a letter about this. Mark and Tina had changes they proposed. They decided to stay after with commissioners and fix the letter.</p>	<p>Will have a public meeting in February about it.</p>
6. Health Officer Report	<p>Jail triaging: Dr. Black talked about the nursing triage process in the jail that began today.</p>	<p>Rob Dufficy would like to attend planning for jail meetings.</p>
7. Old Business	<p>No old business</p>	
8. Public Comment	<p>Taylor road area: A group of citizens came and discussed the dust issue around their homes and that it needs to be looked at. Jake Mertes explained that the area that they are talking about is out of jurisdiction. The discussion has been tabled until the January meeting when they are on the agenda.</p>	<p>There was a discussion to send history and facts to the board before the next meeting.</p>
9. Adjournment	<p>Next meeting January 9, 2019 Meeting adjourned at 7:36 PM</p>	

11.14.2018 BOH meeting minutes
6:00 PM Courthouse

Chair, Board of Health	Date	Secretary, Board of Health	Date
------------------------	------	----------------------------	------

01.09.2018 BOH meeting minutes
6:00 PM Courthouse

Board Members Present: Sara Mertes, George Jamison, Mark Peck, Maggie Anderson, Laura Crismore
Absent: Jan Ivers, Eureka Representative
LCHD Staff: Bryan Alkire, Noah Pyle, Kathi Hooper, Jennifer McCully, Jake Mertes, Trista Gilmore, Amy Fantozzi, Jinnifer Mariman (by phone), Dr. Black
Public: Arlene Elletson, Rod Elletson, Cheri Dunbar, Martin Dunbar, Kurt Spencer, Mindy Robinson, DC Orr, Ben Kibbey (The Western News), Jerry Bennett (Troy County Commissioner), Cole Spencer

Agenda:	Discussion:	Action Item:
1. Call to order	Called to order at 6:03 PM by George Jamison	
2. Approval of Minutes	<p>November minutes approval: Change the date in the header of the November minutes. Mark Peck made a motion to approve the 11/14/2018 Board of Health minutes, Sara Mertes seconded. Motion passed unanimously.</p>	
3. New Business	<p>Nominate Officers: Kathi Hooper introduced Laura Crismore, the new City of Libby representative. The Eureka member has left the board, advertisement has gone out for that position. George facilitated a discussion of nominating officers. Mark made a motion for the following nominations:</p> <p>Jan Ivers – chair George Jamison – vice chair Sara Mertes – Secretary</p> <p>Maggie Anderson seconded. Motion passed unanimously.</p> <p>Panoramic View Dust Complaint: Jake Mertes gave a presentation on the history of Panoram View Estates and the dust complaints associated with it. George opened the meeting for public comment.</p> <p>Arlene Elletson lives on Taylor road and stated that for the last 8 years she has not been able to sit outside and enjoy her property. She hasn't been able to hang clothes out, wash her vehicle or open windows. She questioned whether there is asbestos in the dust. Martin Dunbar told the Board that the dust gets so bad that he cannot see his vehicle 20 feet from the front door. Sherrie Dunbar cannot use her new deck because the dust is so bad. DC Orr asked if the ARP program could monitor the air up there for asbestos? Mindy Robinson stated that the speed driven on that road makes a big difference. She wondered if there were possible solutions while working together like reducing speed limits. DC Orr asked</p>	<p>County Attorney is reviewing the ownership of the road for possible abatement order.</p> <p>Panoram View Estates dust complaint will be on the February BOH agenda.</p>

	<p>if the road had ever been oiled. Jake stated that the engineers report said that it had been oiled. That was prior to final plat. Jerry Bennett stated that we need to get to a solution.</p> <p>Strategic Planning: Jennifer McCully discussed the upcoming strategic planning meetings. She asked for volunteers from the board to participate. Sara, Maggie and Laura volunteered to participate.</p>	<p>ARP will look into monitoring the air for the Panoramic View Dust Complaint.</p>
<p>4. Program Reports: Public Health</p>	<p>Snapshot: Jenn presented the snapshot for the second quarter. Immunizations were up in 2018. Influenza immunizations increased 5%, 38% client total 20%, total immunizations given up 21%.</p> <p>Mental health year-end: Amy Fantozzi updated the Board on the numbers for crisis evaluations for the calendar year. There were 89 total evaluations completed, 21 ended up going as voluntary commitments and 13 were involuntary.</p> <p>Inmate health update: Trista Gilmore updated the Board on the inmate health pilot program. 28 people have been seen and triaged from 43 med kites. 3 appointments were attended at a clinic. Working on telemed between mental health providers and the detention center.</p> <p>Headwaters Foundation grant update: Jenn updated the Board on the Headwaters Foundation grant. Public health is working with community members to put together a collaborative effort to develop a plan for the grant.</p>	
<p>Environmental health</p>	<p>Woodstove variance request: Kathi presented a variance request from the Kootenai Cross Country Ski Club. The club has asked to be able to use a larger barrel stove a couple times a year in their maintenance building to be used only when they work on their equipment. They will not use the stove if there is not an air quality alert in affect.</p> <p>Sara made a motion to approve the variance with the following amendments: The club will track their use and the variance will be approved for the 2018 – 2019 ski year. Maggie seconded. Motion passed unanimously.</p>	
<p>ARP</p>	<p>Noah Pyle gave the updates for ARP.</p> <p>Year-end update:</p>	

	<ul style="list-style-type: none"> ▪ 2018 UDIGS: 692 ▪ Hotline calls: ▪ Work-site visits: 240 <p>Current and future O&F plans: As of January 1, 2019, Operation and Function phase has started. O&F is the responsibility of EPA.</p> <p>Update on ARP Director hiring: The commissioners approved the hiring of the position and it will be posted soon.</p> <p>Update TriHydro services and expenses: The Board approved \$30,000 for TriHydro services. Last month \$3,000 of that was used to work on the O&M plan and property evaluation notification plan.</p> <p>Update on Advisory Team activities: Upcoming meeting will be about the transition of ARP with the new HB 30.</p> <p>Update on O&M planning activities: The O&M plans and the ICAP are in outline form.</p>
5. Focus Area Liaisons	<p>Superfund Sites: Asbestos – No other updates.</p> <p>Groundwater – George updated the Board on the Groundwater site and the petition for the controlled groundwater area.</p>
6. Health Officer Report	No report
7. Old Business	Jinnifer Mariman updated the Board on the final determination from the EPA on grant administration. Mark and George are the point point of contacts to address the issue. This will be on the agenda for the February meeting.
8. Public Comment	DC Orr: Mr. Orr would like to remind the Board to discuss the CGA with the City of Libby and the citizens of Libby.
9. Adjournment	Next meeting February 13 at 6:00 PM

Operating Procedure #2
City-County Board of Health
Lincoln County, MT
September 2017 (Updated February 2019)

Purpose: The purpose of this document is to outline the procedures for handling public comments, both verbal and written, as discussed and agreed upon at the July 15, 2017 City-County Board of Health (Board) meeting.

The following Procedures apply to the Board and any committees thereof.

Verbal Comments:

- Each Board meeting will include “Public Comment” as a standard agenda item.
- Each person will address the Board, at the time designated in the agenda or as directed by the Board, by standing before the Board and stating their name in an audible tone of voice for the record.
- All remarks will be addressed to the Board as a body and not to any member of the Board or Staff.
- No person, other than the Board and the person having the floor, will be permitted to enter any discussion either directly or through a member of the Board, without the permission of the Chair of the Board.
- No questions will be asked of individuals except through the Chair of the Board.
- Verbal comments will be limited to 3 minutes per individual.
- The Board Chair may exercise discretion to extend this individual limit.
- The Board Chair may terminate any individual comment period if they determine the comments are not relevant to Board activities, personal attacks, or not presented in a respectful manner.
- The Board or Committee is under no obligation to respond to comments immediately or during the meeting.
- Minutes will identify the speaker and briefly describe the overall topics of comments provided. *(see “Minutes” below for additional information)*

Written Comments:

- The Board will maintain an electronic correspondence folder to store all written comments and/or correspondence submitted to the Board. All comments and/or correspondence will be available for review by any member of the public in accordance with the current Lincoln County Public Information Policy.

- If written comments or correspondence are the subject of discussion at a meeting, it will be included in the minutes.
- If written comments or correspondence are submitted and not the subject of discussion at a meeting, they will not be included in the minutes.

Minutes:

As noted in the Board By-laws, minutes will be kept for all regular and committee meetings in accordance with Montana Code Annotated (MCA) as noted below. Minutes will serve as a written record of each meeting and will generally describe the events of the meeting. Minutes will not serve as a transcript of the meeting and will not capture the dialogue of Board members, meeting presenters, or other meeting attendees (e.g., public commenters).

Per MCA § 2-3-103: [p]ublic comment received at a meeting must be incorporated into the official minutes of the meeting, as provided in 2-3-212.

Per MCA § 2-3-103(2): Minutes must include without hesitation:

- (a) the date, time, and place of the meeting;
- (b) a list of the individual members of the public body, agency, or organization who were in attendance;
- (c) the substance of all matters proposed, discussed, or decided; and
- (d) at the request of any member, a record of votes by individual members for any votes taken.