

**Lincoln County
City-County Board of Health Agenda
Lincoln County Courthouse, Libby
6:00 PM, January 13, 2026**

- **Call to Order**
 - Pledge of Allegiance
 - Roll Call
- **Administrative Items**
 - Board appointment – Patty Kincheloe reappointed for three-year term
 - *Action Item:* Election of officers
- **Public Comment on Items Not on Agenda**
- **Approval of Minutes**
 - *Action Item:* Approval of 10/14/25 Minutes
- **Unfinished Business**
 - Behavioral Health Program Update
- **New Business**
 - Flood/Wind Disaster Response
- **Program Reports:**
 - Lincoln County Kids
 - Public Health
 - Environmental Health
 - Solid Waste and Recycling
- **Update from Superfund Focus Area Liaisons**
- **Public Comment**
- **General Comments from Board Members**
- **Adjourn**

MISSION STATEMENT

The City-County Board of Health for Lincoln County works to prevent disease and illness, ensures a healthy environment and promotes healthy choices by setting county-wide policies to protect the health of Lincoln County residents.

PUBLIC COMMENT

The Board encourages public comment and time is designated for public comment on every agenda. Public comment on non-action agenda items and non-agenda items is welcomed during the general public comment period. Action items will include public comment as follows:

- Presentation of the action item
- Board motion and second
- Board discussion
- **Public comment**
- Additional Board discussion
- Board vote

GROUND RULES

1. Plan comments to be concise, relevant, and meaningful.
2. Keep questions and comments respectful in content and tone.
3. Submit lengthy, detailed comments or supporting documentation in writing
4. Address the problem not the person.
5. Be prepared by reviewing the agenda and pertinent information.
6. Listen with an open mind.
7. Focus on the mission statement.
8. Encourage participation of all board members and attendees.
9. Public participation according to Operating Procedure #2:
 - Participants will address the Board at the time designated in the agenda or as directed by the Board, by presenting before the Board and stating their name audibly.
 - Persons wishing to speak, including Board members, shall first be recognized by the Chair. One speaker shall be given the floor at a time and may not re-enter the discussion without being given recognition by the Chair.
 - Verbal comments will be limited to 3 minutes per individual or as time permits.
10. Participants ask the chair for permission to speak. Participants are to give their full name and topic.
11. Questions or remarks shall be addressed to the board as a body and not to any member of the board or staff without permission from the chair.
12. If a remark has been made, the attendee can agree with what was previously stated. Repetition is unnecessary.

Everyone is responsible for enforcing ground rules.

City-County Board of Health Minutes
Lincoln County Courthouse, Libby
6:00 PM, October 14, 2025

• Call to Order

- Pledge Allegiance
- Roll Call
 - Kristin Smith, Jan Ivers, Jim Seifert, Jim Hammons (Zoom), Patty Kincheloe (Zoom). Quorum present. Danielle Faris, George Jamison, Ava Dotzo, Jordan Crosby (Ugrin Law Firm), Peter Bukowski and Noel Duram were present on Zoom. Present in person was Zach Sherbo, Robin Blumberg and Ray Stout.

• Administrative Items

- Closed session per § 2-3-203(4), MCA – Litigation strategy discussion with BOH defense counsel Jordan Y. Crosby with Ugrin Alexander Zadick, P.C. *re Steiger et al v. BOH et al, DV-27-2024-187*
 - Jan motioned to close the meeting. Jim Seifert seconded. All in favor. Board members moved to a private room to discuss the litigation strategy.
- *Action Item*- BOH Meeting/ Location/ Schedule
 - The board went over the Board of Health meeting schedule for 2026. Schedule is as follows: January 14th-Libby, April 14th- Libby, July 14th- Eureka, and October 13th-Libby.

• Public Comment on Items Not on Agenda

- None at this time.

• Approval of Minutes

- *Action Item*- Approval of 7/8/25 and 9/15/25 Minutes
 - Jim Seifert motioned to approve the 07/08/2025 minutes. Jan Seconded. Jim Seifert motioned to approve the 09/25/2025 minutes. Jim Hammons seconded. All in favor. Motion carried.

• Unfinished Business

- *Action Item*- Behavioral health recommendation to commissioners
 - Kathi asked for support from the board for a behavioral health specialist position. Jan voted to make a recommendation to the commissioners for this position. Patty seconded. All in favor. Motion passed.

• New Business

- *Action Item*- Superfund Focus Area Liaison Facilitator Request to LASOC
 - The board is requesting a facilitator to help with coordinating review activities, organizing discussions, and guiding communication between involved parties. Jim Seifert motioned to send the request letter to LASOC. Jim Hammons seconded. Motion passed.

- *Action Item*- Operating Procedure #3 (Variance) Update
 - Robin Blumberg discussed the changes to Operating Procedure #3. The first change will be removing the section that states “Variances are non-transferrable and remain valid only for the applicant to whom they are granted.” The variance must remain with the property. There will be a new application that property owners must fill out for a variance and there will be a fee attached to that. Variances will also need to be recorded with the Clerk and Recorder. Jan motioned to approve the changes. Patty seconded. All in favor. Motion passed.
- *Action Item*- Animal Control Regulation Update
 - Kathi reviewed the changes to the Animal Control Regulations. One of these changes was the definition of “Boarding Facility”. Other changes included updates to reflect that Animal Control is now under LCSO instead of LCHD. Jim Hammons motioned to approve the updates. Jim Seifert seconded. All in favor. Motion passed.
- *Action Item*- Communicable Disease Response Plan
 - Zach said that nothing has changed with this document except for the formatting to meet qualifications for pathways recognition. Jim Seifert motioned to approve the format update. Jim Hammons seconded. All in favor. Motion passed.
- *Action Item*- Pandemic Influenza Response Plan
 - Zach said that nothing has changed with this document except for the formatting to meet qualifications for pathways recognition. Jim Seifert motioned to approve the format update. Jim Hammons seconded. All in favor. Motion passed.
- *Action Item*- Risk Communications Draft
 - Zach said that nothing has changed with this document except for the formatting to meet qualifications for pathways recognition. Jim Seifert motioned to approve the format update. Jim Hammons seconded. All in favor. Motion passed.
- Vaccine Policy Discussion
 - Zach said that nothing has changed with this document except for the formatting to meet qualifications for pathways recognition. Jim Seifert motioned to approve the format update. Jim Hammons seconded. All in favor. Motion passed.
- **Program Reports:**
 - Zero to Five
 - No update at this time.
 - Public Health
 - Zach gave an update on the 2025 bat season. Zach also reviewed the new car seat laws that just went into effect.

- Environmental Health
 - Kathi said the department is close to getting a concept drawing for the new animal shelter.
- Solid Waste and Recycling
 - Kathi said the landfill expansion project is a little bit behind but should be finished sometime in November.
- **Public Comment**
 - None at this time.
- **General Comments from Board Members**
 - Jim Seifert composed a letter regarding immunization availability. He would like to send this to congressmen and senators on behalf of the Board of Health. The board decided to make this an action item on the next agenda for discussion.
- **Adjourn**
 - Meeting adjourned at 7:41pm.