

Draft

Anaconda-Deer Lodge County Board of Health Meeting Minutes

Thursday August 27, 2020 at 5 pm
Anaconda Community Center, 3rd floor conference room
conference call: 425-436-6356 access code 204098

Present: Karan Kunz (BOH), Rebecca Clark (BOH), Megan Rediske (BOH), Tami Martin (BOH), Mike Huotte (ADLC Commission), Leigh Ann Holmes (Public Health Director – on conference call to give report only)

Absent: Angie Galetti (BOH), Chad Lanes (Sanitarian)

Guests: none

1. Quorum initially not met; meeting called to order by Karan Kunz at 5:00 pm
2. Public Health Report began over conference call
 - a. Since quorum was not met and board unable to do business, Leigh Ann began her report (see full report as attachment)
 - b. Update on Public Health Department Staffing
 - i. Two part-time Parents As Teacher employees hired – Kathy Leary and Leia Pate-Terry
 - ii. Siddona Laughlin as Breastfeeding Peer Counselor
 - iii. Melissa Roseleip is interim PFEP position while she applies formally for the position
 - iv. WIC position still open
 1. Posted as an LPN position, but the state has remote contracts with WIC that may be utilized so the position doesn't have to be a nurse
 - v. Leigh Ann stressed that she wants to put the right people in the right positions.
 - vi. Leigh Ann discussed potentially creating set immunization days.
 - vii. Leigh Ann presented the board the contract for the Medical Advisor Heide Applegate (see attachment) – a salary of \$1,000 - \$500 was discussed
 1. Since Heide Applegate is the Medical Advisor instead of the Health Officer, Karan and Leigh Ann discussed that \$500 would be a good amount, Tami agreed
 2. This contact was moved to be discussed during formal board business.
 - viii. Leigh Ann reported that all grants and task force have been submitted.
 - ix. The issue of enforcement of masks was discussed. Leigh Ann expressed concern over some businesses not complying with the governor's mandate and not taking the mask requirement seriously.

1. Board discussed the governor's language that education and warning is the wording in the governor's mask mandate.
2. Leigh Ann gave the board some information how the Public Health Department and Environmental Departments have followed up with complaints of businesses not complying.
 - a. There was a concern that businesses may be getting mix-messages, ex. temperature logs
 - b. Megan asked what other counties have been doing to enforce the mandate and Tami gave examples of how Butte is trying to educate and work with the businesses. Leigh Ann stated that she will do some research.
 - c. Karan stated she will have a meeting with Chad and Leigh Ann so that everyone has the same consistent message to businesses.
 - d. The Chamber of Commerce's potential help in educating the community on the need to wear masks was discussed.
- x. Leigh Ann left the conference call
- xi. Karan reminded the Board of its role with advisory and oversight of the Public Health and Environmental Department
 1. A discussion occurred about the BOH's role with helping to enforce the mask requirement. Multiple board members had concerns that the BOH's role does not include getting involved in issues like work load between who does the enforcement. The board expressed to Karan that if she meets with Chad and Leigh Ann it is to educate and help with creating a consistent message to the public.
3. BOH Business (Tami and Becky had arrived at 5:10, so a quorum was met)
 - a. Heide Applegate's Medical Advisor contract was presented
 - i. Commissioner Huotte reminded the board that it wasn't on the formal agenda and they shouldn't consider it. Karan also stated that as interim Health Officer, Leigh Ann could sign it without the board's approval.
 - b. Approval of July 23, 2020 minutes with fixing a spelling error in #3
 - i. Becky made the motion, Tami seconded it, unanimously approved
 - c. Update on Board of Health positions
 - i. Karan stated the doctor she was recruiting is no longer interested.
 - ii. She also expressed the importance of finding a Health Officer. She discussed how may be a person would be interested in the ex officio position before they take on the full duties of the Health Officer.
 - iii. Tami and Becky presented a name of a potential board member, and Karan stated she will follow-up with that person to see if she is interested.
 - d. Change of meeting dates for November/December's meetings
 - i. An agenda item for September's meeting is to discuss changing the date of November and December's meeting so that there will only be one meeting

for both months. This will potentially be similar to the BOH's meeting schedule in 2019. The board may also discuss moving the BOH's meetings to a quarterly basis.

- e. Tami asked Commissioner Huotte if the county mask mandate that was recommended in July's BOH meeting had passed at the Commissioner's meeting. Commissioner Huotte reported that it had not.

4. No Public Comment

The next Board of Health Meeting will be on September 24, 2020 at 5:00 in Anaconda Community Center, 3rd floor conference room.

ADLC Public Health Department Update
August 27, 2020

COVID-19 Update

At this time, we have 6 active cases of COVID-19 in Deer Lodge County.

- Community COVID-19 meetings continue to be held every other week due to less information to disseminate and fewer questions.
- Community Hospital of Anaconda is testing inpatient symptomatic individuals with the Abbott rapid test. All pre-op patients are tested and tests are being sent to LabCorp.
- ADLC Public Health is testing close contacts of confirmed cases of COVID-19.
- We continue to have a part time nurse at the contract wage of \$35/hour.
- The long-term care facilities continue to restrict visitation.
- Nursing home is doing sentinel surveillance testing.
- Montana State Hospital is also doing surveillance testing and has confirmed cases on campus.
- Childcare facilities are open and appear to be have enough openings to care for those in need.
- Job Corp remains without students at this time. They were planning to open but that has been postponed.
- Other programs (Asthma, PAT, WIC, Tobacco) continue. WIC is provided by phone except for new infants. Home visits have resumed.
- Family planning clinic is open.
- Masks are required at the health department.

Public Health Grants update

- All grant deliverables have been met and all task orders/contracts have been signed.

Granite County Contract update

Contract approved to provide public health services to Granite county for FY 20-21. \$75, 597.60/year plus mileage for 20 hours and grant oversight.

Staffing update/plan

Debbie Robinson – Granite County public health lead, communicable disease reporting/investigations, WIC in Deer Lodge, Drummond and PBurg, Asthma

Deb Colbert – Office Manager, Immunization manager, WIC assistant

Robyn Grinolds – 10 hours PAT, 30 hours Mental Health Coordinator

Melissa Roseleip – 10 hours Tobacco Prevention, 30 hours PHEP

Jennifer Robinson – 40 hours Tobacco Prevention

Siddona Laughlin – Breastfeeding Peer Counselor (5-10 hours per week)

PAT home visitor – 2 part-time staff have been hired. Kathy Leary started on 8/24/2020 and Leia Pate-Terry will start on 8/31/2020

**Medical Advisor Services Agreement
Anaconda-Deer Lodge County Public Health Department**

This Medical Advisor Services Agreement (Agreement) is between the Anaconda-Deer Lodge County Board of Health, an agency of Anaconda-Deer Lodge County (a political subdivision of the State of Montana), and Heide Applegate, FNP-C (collectively the Parties).

Recitals:

Whereas, the Anaconda-Deer Lodge County Public Health Department (Health Department) provides certain public health services and public nursing programs within Anaconda-Deer Lodge County by means of a Public Health Nurse employed by the Health Department; and,

Whereas, Heide Applegate, an FNP-C licensed to practice in Montana, is willing to provide the necessary general and specific supervision services; and,

Whereas, by this Agreement, the Parties intend to formalize their understandings with respect to the provision of general and specific supervision services by Heide Applegate, FNP-C to the Health Department as the Health Department's Medical Advisor;

Therefore, based upon the foregoing recitals and in consideration of the covenants contained in this Agreement, the Parties agree:

1. Description of Services.

As Medical Advisor, Heide Applegate, FNP-C agrees she will provide the following services to the Health Department:

- A.** Medical direction to the Health Department Health Officer, Public Health Nurse, public health nursing programs, services and related activities;
- B.** General supervision of the Health Officer in all circumstances where supervision by a licensed practitioner is required by law;
- C.** In circumstances related to the provision of nursing care and services, and where necessary and appropriate, standing orders for medical treatment and the dispensing of medication(s) by the Public Health Nurse;
- D.** At the Request of the Health Officer, advise the Public Health Nurse as necessary with respect to cases, and with respect to services and activities in which direction, supervision or standing orders may not be required by law, but in which additional consultation may be appropriate;

- E. Communication and consultation with members of the medical community and public health officials to ensure continuity of public health services and coordination of Health Department programs with all segments of the public health and medical communities; and,

2. Term of Agreement.

This term of this Agreement is from July 1, 2020 to June 30, 2021, unless terminated sooner. This Agreement may be terminated by either Party at any time. Provided however, the terminating Party shall supply the other Party with written notice of intent to terminate the agreement at least 30 days prior to the effective termination date.

3. Non-discrimination.

In providing services under this Agreement and in carrying out the provisions of this Agreement, Heide Applegate, FNP-C agrees to comply with all State and Federal laws related to non-discrimination and agrees he will not discriminate on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin.

4. Insurance.

During the term of this Agreement, the Health Department agrees to maintain Professional Liability Insurance with liability limits of \$1,000,000.00 per occurrence and an aggregate limit of \$3,000,000.00; Heide Applegate, FNP-C will be added to the policy upon signing the contract.

5. Modification and Assignment.

No communication (written or spoken) shall modify, extend, or renew this Agreement unless such communication is reduced to writing, signed by the authorized representative of each Party, and appended to this Agreement. Should either Party seek modification of this Agreement during its term, that Party shall communicate to the other Party, in writing, regarding the specifics of the modification(s) sought. If the requested modification is agreed to, it shall be reduced to writing, be signed by the authorized representative of each Party, and be appended to this Agreement.

This Agreement or any interest therein cannot be assigned, transferred, or subcontracted without the express written agreement of the Parties as provided in the paragraph; ¶ 7.

6. Entire Agreement.

This Agreement constitutes the entire agreement of the Parties. No statements, promises or inducements made by either Party, or by any agent or representative of either Party, not contained in this Agreement shall be valid or binding.

Dated this ____ day of August, 2020.

Karan Kunz, Chair of Board of Health
Anaconda-Deer Lodge County

Heide Applegate, FNP-C

