

Fergus County Board of Health Meeting
March 21, 2022 5:30 p.m.
Sheriff's Office Basement Complex

Present:

Heather Thom, FCNO Director
Lisa Robinson, BOH member
Jordan Robins, BOH member
Laurie Ray, BOH member

Marlo Thomas, Staff
Sue Irvin, Family Planning Director
Donna Vantassel, BOH member
Sandy Youngbauer, County Commissioner

Present via online:

Sean Hill, Sanitarian

Deb Hill, News Argus

Sandy Youngbauer, Fergus County Commissioner, called the meeting to order at 5:30 p.m.

Approval of Agenda:

Agenda approved as presented.

Public Comment on any agenda items:

There were no members of the Public in attendance.

Public Hearing:

No Comments

Personnel Announcements:

Currently, there are three open positions within the Fergus County Health Department.

Public Health Officer – Part Time
Disease Intervention Specialist – Full Time
Family Planning Nurse – Part Time

Announcements/Reports:

- Introductions were made by all that were present and online.
- Heather Thom, Director of the Fergus County Nurses Office, provided a handout for the MCH (Maternal Child Health), IZ (Immunizations), PHEP (Public Health Emergency Preparedness) and Communicable Disease reports. The transition as of January 1st, has gone well. A fluent organizational chart was provided.
- Sue Irvin, Director of the Family Planning Office, provided a brochure of the services available at the office. Sue informed the Board of what programs the office provides, which included but not limited to, FICMMR (Fetal Infant Child Maternal Mortality Review) Team which includes an injury prevention activity, IZ, Cancer Prevention which includes MTUPP (Montana Tobacco Use Prevention Program). The office also has an Advisory Board that helps with fundraising to help fill the gap with providing assistance to clients in the programs.
- Sean Hill, Contract Sanitarian, has been a Sanitarian for nearly 25 years. Currently, he works mostly with Powder River County and also has contracted with Meager County for the past seven years. Fergus County is a busy county with new developments. Barb Kingery has also been contracted to help and has been working with subdivisions. Forms are available on the website. It has been determined that a clerical position is needed to help facility information and have a place where individuals can bring paperwork. At this time, there has been discussion with the Planning Office to see if it would be feasible.

- The programs that the Fergus County Nurses Office and Family Planning have are grant funded and each program has its own requirements according to the Master Task Order. There are quarterly requirements/deliverables that must be completed and reported to the State either on the 10th or 15th of the month following the end of the quarter.

Discussion/Action Items:

- Election of Officers:
 - Chair: Jordan Robins
 - Vice Chair: Donna Vantassel
 - Secretary: Fergus County employee
- There was discussion on when to schedule the board meetings. Regular board meetings need to be held at least once quarterly. It was agreed upon to hold them the third Monday at 5:30 p.m.
- There is a required one hour Board of Health training with DPHHS that will need to be scheduled. Heather Thom will try to schedule the training to coincide with the next regular Board meeting. The tentative date is May 16th.
- The Board was presented with a draft of the Fergus County Board of Health Bylaws. No action taken on the bylaws until there is approval from the County Attorney’s Office. The Board was asked to review the bylaws.
- The Board members were presented with a draft sanitation/environmental health fee schedule. Donna Vantassel made a motion to accept. Laure Ray seconded. Motion carried. The fee schedule will be provided to the Fergus County Commissioners for approval.
- There was discussion on the duties and requirements of a Health Officer. Currently, this position needs to be filled.
- The Board requested budget information be provided in the Board packets. There was discussion about providing binders for the Board members to keep information organized. There was also a request to have a contact list including all Board of Health members. The Board Members will also be sent a link to the County’s website so members review what is available on the websites.

Public Comment on Non Agenda Items:

No Public comments

Next Meeting Date:

The next meeting will be held in May 16, 2022 at 5:30 p.m.

Laurie Ray made a motion to adjourn. Lisa Robinson seconded.
Meeting adjourned at 6:37 p.m.

Respectively submitted by: Marlo Thomas, FCNO

Approved by: _____ Date: _____

Secretary: _____ Date: _____