

**Fergus County Board of Health Meeting
January 23, 2023 5:30 p.m.
Sheriff's Office Basement Complex**

Present:

Donna Vantassel, BOH Vice Chair	Laurie Ray, BOH member
Lisa Robinson, BOH member	Heather Thom, FCNO Director
Amanda Rouse, DIS-Staff	Sue Irvin, Family Planning Director
Marlo Thomas, Staff	Holly Phelps, City Manager
Ron Hrubes, City Commissioner	

Present via online/phone

Sean Hill, Sanitarian

Donna Vantassel, BOH Vice Chair, called the meeting to order at 5:30 p.m.

Approval of Agenda:

Laurie Ray moved and Donna Vantassel seconded to approve the agenda as presented.

Public Comment on any agenda items:

There were no comments.

Approval of October 24, 2022 Board Minutes:

Donna Vantassel moved and Lisa Robinson seconded the approval of the minutes as presented.

Public Hearing:

No Comments

Personnel Announcements:

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

Public Health Officer – Part Time

Sanitarian in Training – Part Time

There was clarification that the Sanitarian in Training position could be part-time or full-time.

Heather Thom stated that there had been some interest in the Health Officer position, however the County Commissioners are trying to fill the vacant Board member position.

Announcements/Reports:

- Family Planning and the Nurses Office presented reports to the Board in their packets. There was discussion about the recent Tabletop exercise with Central Montana Medical Center. Heather Thom also explained what the Region Healthcare Coalition involved. An updated Board of Health Contact List will be available soon.
- Barb Kingery will be holding a septic system certified installer/site evaluator training session on Wednesday February 15 from 10 am to 1 pm in the basement of the Sherriff's Building at 121 8th Ave S, in Lewistown. There will be no cost for the training. Lunch will be provided. Weather and location permitting, that afternoon (1-3 pm) there will be a hands-on demonstration to look at a test pit outside

of town for the soil evaluation process. This training is open to anyone that is interested in attending. There has been some discussion to have online credit card payments available for permits.

- 152 out of 165 licensed establishment inspections have been completed for Fergus County. Sean Hill reported that there is a shortage of sanitarians throughout the State. This year, he did not have access to additional help with inspections. It took him 25 days to complete the inspections. Due to Sean's schedule, he was not able to inspect some of the school due to four-day week school schedules and not available on Fridays. There was discussion on the requirements for the Sanitarian in Training.

Discussion/Action Items:

- Board of Health Members:
There was discussion on the need to re-elect a Board Chair. When the Board of Health was formed the Board members were appointed to staggering terms. There are two board members that will be completing their one-year terms. One was appointed by the city and one by the county. Those two members would be eligible to be appointed to three-year terms.
- Meeting dates for 2023:
The dates were approved as presented.

Public Comment on Non Agenda Items:



No Public comments

Next Meeting Date:

The next meeting will be held April 24, 2023 at 5:30 p.m.

Laurie Ray moved and Lisa Robinson seconded to adjourn the meeting.
Meeting adjourned at 6:24 p.m.

Respectively submitted by: Marlo Thomas, FCNO

Approved by:  Date: 4-24-2023
Secretary:  Date: 4-24-2023