

TETON COUNTY BOARD OF HEALTH MEETING MINUTES

December 17, 2025

Present: Gary Dale, Lora Wier, Ken Bassmann, Barb Shaffer (via remote), and Carmen Staigmiller (via remote), Melissa Moyer (TCHD)

Absent: Sam Carlson and Randy Morris.

Guests: Katie Adams (TCHD), Claire Hodgskiss (TCHD), and Melody Martinson (Choteau Acantha).

The meeting was called to order by Melissa Moyer at 8:10 am in the Teton County Annex Conference Room. The meeting was recorded and live-streamed.

Public Comment: No members of the public were present.

Approval of Minutes: The minutes of the September 17, 2025, meeting were reviewed. Melissa Moyer noted that the acronym "ACIP" (Advisory Committee on Immunization Practices) should be spelled out in the document. Gary Dale moved the minutes be approved with the noted adjustment. The motion was seconded by Barb Shaffer and approved.

Old Business: None.

New Business:

Board Business:

- **Bylaws Update:** Melissa Moyer informed the board that the state is rolling out updated guidance for Board of Health bylaws. Since the current bylaws have not been updated in approximately 10 years, the board will look into revising them in the new year based on state guidance.
- **Training Opportunities:** A Board of Health training track will be held during the Montana Public Health Association conference in Billings from April 14–16, 2026. The health department can cover travel and lodging for interested members.

Health Department Updates:

- **Communicable Disease and Immunization:**
 - **Vaccination Numbers:** Katie Adams reported that 691 flu shots were administered during the main clinic season (September to mid-October). Current totals are estimated at approximately 800 for the season, which is comparable to previous years.

- **COVID-19 Uptake:** Uptake for the COVID-19 vaccine has been strong; the department exhausted its initial 300 doses and has since placed several additional orders.
- **Measles:** Measles cases in Gallatin County remain a reminder for vigilance; the department recommends considering an accelerated schedule for those traveling to that area.
- **Childhood Immunizations:** Melissa noted a long-term trend of parents choosing alternative schedules or specific vaccines rather than the full routine childhood series. A challenge in tracking local data is that schools are no longer required to report aggregate vaccination and exemption data to the state.
- **Billing and Revenue:** Immunization revenue is approximately \$75,000 lower than last year. This is largely attributed to the high volume of expensive RSV vaccines administered during the previous year's initial rollout.
- **PHEP**
 - Chempack Plan: The department is transitioning all emergency plans to a unified, cohesive format to ensure that vital information is easily locatable during an incident. The Chempack plan has been updated to reflect this new structure. Additionally, the department conducted a thorough review of the plan's appendices, updated contact numbers, and revised personnel listings to ensure the Sanitarian and Fire Department references are current.
 - Truck Wreck Protocol: Formatting updates continue to be applied to ensure consistency with the broader departmental plan suite. The department is actively working to incorporate the most recent state-level agreements and templates; however, as some updated materials are not yet readily available from state sources, the document remains a work in progress. While sections pertaining to law enforcement appear to align with current state website guidelines, they will continue to be monitored for updates. Specifically, Attachment A—which currently references a previous governor—is being tracked for an updated form.
 - Continuity of Operations Plan (COOP): In addition to formatting improvements, the department completed a "grab-and-go" mental exercise to identify essential assets and procedures for maintaining services off-site. Continuity of Operations Plan (COOP): The COOP document received updated formatting. Staff conducted a "grab-and-go" mental exercise to identify essential assets for off-site service delivery. It was noted that some contact numbers require further updating, and board members provided valuable feedback in identifying these discrepancies.

The department continues to follow up on missing or outdated state-level documentation for these protocols.

- **Behavioral Health/Crisis Diversion**

- **Rooted in Resiliency Conference (Jan 10, 2026):** The department is partnering with MSU Extension, Choteau Lions Club Foundation for this one-day agricultural wellness event.
- **Department of Justice Presentations (January):** DOJ representatives will conduct training for students and the community on January 29th regarding AI-based manipulation, internet safety, and digital vulnerability.
- **First Responder Training:** A survey is currently being distributed across the 8-county/10-tribal region to identify training needs for EMS, fire, and law enforcement.

Contract Sanitarian Update

- Contract sanitarian Van Puckett is currently providing services. Communication has been smooth, and the department is up to date on all food service and pool inspections. The county continues to seek applicants for a permanent, full-time sanitarian.

Gary Dale encouraged the board to seek a new health officer and medical advisor for the health department that is actively seeing patients but stated he is willing to stay on until replacements are found. The board also held a discussion regarding long-term succession planning for the Health Officer role, emphasizing the desire to identify local healthcare providers who are permanent residents and hold a supportive view of public health efforts.

The meeting was adjourned by Melissa Moyer at 8:43 am. The next meeting is scheduled for March 18, 2026, at 8:00 am.

Ken Bassmann, Chairman

Lora Wier, Secretary