

# CASCADE COUNTY WORK SESSION MINUTES

## COMMISSION CHAMBERS COURTHOUSE ANNEX

### Minutes of Work Session

Notice: Pursuant to MCA 2-3-212(1), the official record of the minutes of the meeting is in audio form, located at [cascadecountymt.gov](http://cascadecountymt.gov) and the Clerk and Recorders Office. This is a written record of this meeting to reflect all the proceedings of the Board. MCA 7-4-2611 (2) (b). This written record is to be officially approved on March 13, 2018.

**Date:**  
February 21,  
2018

**Time:**  
2:00 p.m.

**COMMISSION MINUTES  
JOURNAL NUMBER 58**

**Board of Cascade County Commissioners:** Madam Chair Jane Weber, Commissioner Joe Briggs, and Commissioner Jim Larson.

**Staff Present:** Carey Ann Haight – County Attorney’s Office, Kelsey Gummer – Community Health Care Center, Tanya Houston – City-County Health Department, Alex Dachs- Planning Dept., Sandor Hopkins- Planning Dept., Scott VanDyken- CCSO, David Phillips- CCSO, Mary Embleton- Finance, Diane Brien- Accounting, Bonnie Fogerty – Commission Office, and Marie Johnson – Clerk and Recorder’s.

**Public members:** William Zucconi

**Consent Agenda Items:**

**Department:**

**Resolution 18-11:** Budget Appropriation within Cascade County Sheriff’s Office due to corrections to process of how 911 Quarters are handled, based on 2017 audit findings. \$100,000 increase in expense/revenue accounts, to account for 911 Quarters used for FY2017/2018. Total Amount: \$100,000.

Sheriff’s Office

**Resolution 18-12:** Budget Appropriation within Disaster and Emergency Services to budget an increase to appropriate the additional funds required to be spent in the shorter time period of nine months, which will align this grant program with the State’s and the County’s fiscal year ending June 30, 2018. Additional budget authority of up to \$27,935 is required to fully fund the EMPG Federal Grant Program which also requires a County match of up to \$27,232. (Ref: Contract 17-178, R0346939)

DES

**Resolution 18-13:** Budget Appropriation within Cascade County Sheriff’s Office, to add revenue budget authority to reflect one-time signing bonus received from Trinity Services Group. Total Amount: \$100,000. (Ref: Contract 17-96, R0342078)

Sheriff’s Office

**Resolution 18-14:** Budget Appropriation within the Clerk of District Court to increase revenues/expenditures by \$15,687.00 due to an unanticipated refund from State of Montana. This revenue needs to be budgeted to offset additional costs due to having to send out revised jury pool notices. Total Amount: \$15,687.

Clerk of Court

**Resolution 18-15:** Budget Appropriation within the Cascade County Fox Farm Road Reconstruction Project to amend Fox Farm RID Construction Fund 4161 and General Fund #1000 budgets to allow transfer of remaining funds, in the amount of \$ 219,035 left over from completion of construction. Total Amount: \$219,035.

Commission

**Resolution 18-16:** Budget Appropriation within Cascade County sponsored by CTEP grant Fund to amend CTEP fund 2956 and General fund #1000 budgets to allow transferring Of remaining funds, in the amount of \$26,796.00 left over from CTEP projects in 2014 in Order to close out fund #2956 as the CTEP program no longer exists with the State of Montana Total amount: \$26, 796.00

Commission

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<b>Minutes of Work Session</b>	
<b>Contract 18-28:</b> Dispatch and Transportation Agreement between Cascade County Quick Response Unit and Augusta Ambulance Service. The agreement shall remain in effect until superseded or modified, in writing, signed by all parties	DES
<b>Contract 18-29:</b> Dispatch and Transportation Agreement between Cascade County Quick Response Unit and Belt Volunteer Ambulance Service, Inc. The agreement shall remain in effect until superseded or modified, in writing, signed by all parties.	DES
<b>Contract 18-30:</b> Dispatch and Transportation Agreement between Cascade County Quick Response Unit and Great Falls Emergency Services. The agreement shall remain in effect until superseded or modified, in writing, signed by all parties.	DES
<b>Contract 18-31:</b> Dispatch and Transportation Agreement between Cascade County Quick Response Unit and Mercy Flight. The agreement shall remain in effect until superseded or modified, in writing, signed by all parties.	DES
<b>Contract 18-32:</b> Dispatch and Transportation Agreement between Cascade County Quick Response Unit and Teton County Ambulance Service. The agreement shall remain in effect until superseded or modified, in writing, signed by all parties.	DES
<b>Contract 18-42:</b> Bureau of Justice Assistance (BJA) Award FY 2017 Bulletproof Vest Partnership. Total Award: \$6,812.37. The deadline to request payment from the FY2017 Award is August 31, 2019	Sheriff's Office
<b>Contract 18-43:</b> Anderson Software will be providing P3 Automated System for Crime Stoppers. This software will allow for the submission of tips from Phone Apps, emails and landline telephone calls. Cost: \$1,700/1st year, \$1,500/following years Cost will be split equally between Cascade County and the City of Great Falls.	Sheriff's Office
<b>Contract 18-44:</b> Letter of Engagement with Dorsey & Whitney, LLP to represent Cascade County in connection with the preparation of proceedings relating to the Fox Farm Rural Special Improvement District to document the interfund loan & warrants held by the General Fund that demonstrate the General Fund is entitled to repayment. Estimated Fees: \$5,500 to \$8,500.	Commissioners
<b>Contract 18-46:</b> Amendment to Parking License Agreement with First Interstate Bank to extend effective date until terminated by either party with a thirty-day notice. (Ref: Contract 16-37, R032981)	Commissioners
<b>Contract 18-48:</b> Amendment Number #1 to Contract #18027210050 Commodity Supplemental Food Program increasing the number of caseload participants from 765 to 775. (Ref: Contract 17-202, R0350088) <b>This contract was added during the work session.</b>	Aging Services
<b>City-County Health Department:</b>	<b>Department:</b>
<b>Resolution 18-10:</b> Budget Appropriation within the FDA Voluntary Retail Food Program Standards Grants Budget Amendment to decrease revenues by \$ 7,392.00 which is required to correct amounts for remainder of grants through December 31,2018. (Ref: Contract 17-16, R0336076/Contract 17-17, R0336077)	CCHD
<b>Community Health Care Center:</b>	<b>Department:</b>
<b>Contract 18-27:</b> Inline 2018 FQHC Candidate Sourcing Services Agreement. Effective 2/28/2018. Subscription Cost is \$ 1,500.00 per month for 12-month service commitment. The 12 months are not required to be consecutive.	CHCC
<b>Contract 18-33:</b> Montana DPHHS Medicaid Health Improvement Program Provider Agreement. HIP (Health Improvement Program) Providers receive	CHCC

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\$ 3.75 per member, per month for each eligible member in counties in which the provider delivers Enhanced Primary Care Case Management services under HIP. Agreement Effective January 1, 2018 through March 31, 2018	
<b>Contract 18-34:</b> HRSA award No. H80CS00566-16-10 for the carry-over of unobligated funds from Delivery System Health Information Investment funding from the prior year. Award Period: June 1, 2017 -May 31 Award total \$39,414 <b>This contract was added to the work session.</b>	CHCC
<b>Resolution 18-18:</b> Budget Appropriation for carryover of unspent project funds, HRSA Award No H80CS00566-16-10. Total Amount: \$39,414. (Ref: Contract 18-34) <b>This resolution was added to the work session.</b>	CHCC
<b>Contract 18-37:</b> Employment Agreement with Dr. Christine Potterjones, MD for family practice services. Effective: April 1, 2018 - June 30, 2020. 1st Year Annual Salary: \$173,000.	CHCC
<b>Contract 18-38:</b> Employment Agreement with Dr. Karie Pietrykowski, MSN, APRN-FNP for advanced practice registered nurse and family nurse practitioner services. Effective: March 1, 2018 - February 28, 2020. 1st Year Annual Salary: \$41.00/per hour.	CHCC
<b>Contract 18-39:</b> Memorandum of Understanding Montana Health Justice Partnership by and between Northwest Community Health Center, Bullhook Community Health Center, Cascade Community Health Care Center, Montana Migrant and Seasonal Farmworker’s Council, Big Horn Valley Health Center and Southwest Montana Community Health Center and Montana Health Justice Partnership.	CHCC
<b>Contract 18-40:</b> Agreement between the Montana Legal Services Association and the Community Health Care Center. Effective: November 1, 2017 - October 31, 2019. Cost Share: \$20,000 (Ref: Contract 18-39)	CHCC
<b>Contract 18-45:</b> Memorandum of Understanding between the Community Health Care Center and Great Falls Public Schools. Purpose: To provide primary care medical, dental and behavioral health services within the school based health centers. Effective upon date of signing. <b>This contract was pulled from the Consent Agenda and will be on the regular Agenda.</b>	CHCC
<b>Contract 18-47:</b> Affiliation Agreement between AWARE and the Community Health Care Center. Provides comprehensive mental health services to children, adolescents and adults. Effective: February 28, 2018, automatically renewed from year to year.	CHCC

**AGENDA:**

**AGENDA ITEM #1-** Presented by Trista Besich- CCHD

**Contract 18-45:** MOU between the Community Health Care Center and Great Falls Public Schools.

**AGENDA ITEM #2-** Presented by Sandor Hopkins-Planning Dept.

**Public Hearing:** Property Request for rezone by John Paul

Rezoned from “I-1,” Light Industrial, to “I-2,” Heavy Industrial.

**Resolution 18-17:** Resolution of Intention to rezone parcel #2712775, described as Paul’s Plat, located in S33, T21N, R4E, P.M.M., Cascade County, Montana, from “I-1” Light Industrial to “I-2” Heavy Industrial.

**AGENDA ITEM #3-** Presented by Bob Edwards- Sheriff

**Contract 18-41:** Intoximeters IntoxiTrack Program Agreement “24/7 Sobriety Program”

**Public Comment: None**

On any public matter that is not on the meeting agenda and that is within the Commissioners’ jurisdiction. (MCA 2-3-10). **None**

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**Adjournment:** Chairman Weber closed the work session meeting at 2:50 p.m.