

MANAGEMENT SERVICES AND COMMUNICABLE
DISEASE LABORATORIES

SUB-COMMITTEE: HUMAN SERVICES

- CAPITOL ANNEX

February 1, 1979

The meeting was called to order at 8:10 a.m. by Acting Chairman, Senator Pete Story.

Chairman, Steve Waldron - excused
Senator Gary Aklestad
Representative Bill Hand
Representative Robert Marks
Senator Pat Regan
Senator Pete Story

Others present were: Robert Solomon, DHES, Helena, MT.; Dr. Arthur C. Knight, DHES, Helena, MT.; Robert Redpath, DHES, Helena, MT.; Mrs. Melva Rude, DHES, Helena, MT.; Charles F. Stohl, DHES, Helena, MT.; Ron Weiss, OBPP, Helena, MT.; L.M. Gamble, OBPP, Helena, MT.; Dr. Robert Skinner, Chief, Microbiology Laboratory Bureau, Helena, MT.

The meeting began with a discussion on the last issues of Management Services. The discussion was on what the work consisted of. Mrs. Melva Rude listed the departments that she was manager of and gave a brief description of her duties. Mrs. Rude's departments are: Personnel Services for the Health Department, the Merit System, Unions, Position Control, Performance Evaluation, Affirmative Action, Payroll Processing, Classification, General Policies, minority groups, MPA, nurses and sends out the advertising.

Mr. Robert Solomon of the Planning and Evaluation Section said their section monitored Federal Health Legislation and their activity. Their section has a large operating expense, but the Cogswell Building expense was included in their expenses and this is the building the Agency is moving to when it is completed.

Mr. Solomon is also responsible for the Planning and Evaluation Section; coordinates the department activities for Legislation and assists the Personnel Department for their presentations; assists some of the Legislators, and Interns on getting information about the department and maintains liason with the

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people in the Governor's Office who are concerned with Legislative activities. Throughout the year, and particularly this time of year, his office is monitoring Federal Health activities and Federal Health Legislation as to the effects these have on Montana. Surplus property is also monitored by Mr. Solomon's unit. They contact the State Surplus Bureau and after determining what is surplus, have a sale. The sales include office equipment that has become outmoded, laboratory equipment and any other items that are worn out.

Another responsibility of Mr. Solomon's is reviewing contracts.

Mr. Solomon is also the EEO Officer. The personnel hired have to be Merit qualified. There are times that the personnel are required to take exams; for example the clerical personnel. The professional personnel are screened through education, transcripts and experience and thus eliminate the high expense of the examination process. This was explained by Mr. Solomon, but in actuality is another of Mrs. Rude's positions of responsibility. The degree of experience and education was discussed as to discrimination and Mr. Solomon pointed out that Mrs. Rude was an individual with a high school education and since she had years of experience had attained a very high position within the Agency. Mrs. Rude has been with the Agency for twenty years. In Mr. Solomon's position, the requirements are for a Bachelor Degree and eight to ten years of experience.

Mr. Redpath further elaborated that the duties of the position established the Merit System grade.

A resumed discussion was made on contracts. Some of the contracts are Solid Waste Management, Food Consumer Safety and all Internal Bureau contracts. Mr. Solomon reviews the contracts to ascertain what they are contracted to do. The Agency also has five attorneys and they too are required to look at the legality of the contracts. Presently they have 450 contracts covering \$5,000,000.

Contracts are proofed for such questions as why was the contract developed; what things will materialize as a result of the contract; when is the starting and ending date; will the contract require other considerations. The Agency tried to get these contracts working closely with their records and statistic people, data people, OBPP and Department of Administration to get it in a computer program so it can be monitored

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on a daily basis. Food Consumer Safety is another factor that is monitored. They carry out sanitation of water and analyze the food products that are questionable.

Mr. Redpath assured the Sub-Committee that they check on the contracts as they do not believe in a "rubber-stamp" operation.

Senator Pete Story asked the question as to what was being done on Health Education and Coordination.

Mr. Solomon gave an example of Health Education being conducted at St. Vincent's Hospital in Billings, MT. There has been a Patient Education Program and a Training Program in operation for the hospital staff. Some of the training programs are out of State as well as in State. In this way, training, education and technical assistance is provided for the personnel.

Mr. Solomon also acts as a Hearing Officer and Hearing Examiner for the Department for contested cases and for rulings.

Anyone filling out grants has to complete Federal Grant Form A-95 and these are cleared through Mr. Solomon's Agency as well as the Governor's Office.

The next person to speak at the Sub-Committee meeting was Dr. Martin Skinner who introduced himself as Chief of Preventive Health Bureau, Community Disease Control, which he stated is the study of diseases within a community and the process and analysis as well as investigation. He further stated they were better known as "health detectives". He continued on to describe the Department relating they had three divisions: 1. Communicable Disease; the study, surveillance and epidemiology of disease occurrences. Such as "measle control". 2. Immunization; such as the immunization of mumps, diphtheria and flu. Flu is still in the listing of study. Also, gonorrhea and other venereal diseases. 3. Educational and advertising aspects for preventive measures. One study that Dr. Skinner elaborated on of Communicable Diseases was tuberculosis which is at an all time low of only 51 cases in Montana in 1978. As a consequence, the staff that occupies this position is used elsewhere in the Agency. One of the controls, known as chronic diseases and includes such diseases as hypertension, cancer, diabetes, heart disease and yellow jaundice is give a "nutrition" type control. These are not always followed-up in participation

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Human Services
February 1, 1979
Page 4

and Dr. Skinner believes there should be some method whereby these were followed-up.

Representative Robert Marks asked what was the meaning of the phraseology "health effects".

Dr. Skinner gave the sewage problem in Great Falls, MT. as an example. Daily the Missouri river is being polluted by three to five million gallons of sewage as a result of the damaged sewage main. This is a health hazard and is studied under Health Effects.

His work also consists of the care of maternal and Senior Citizens.

Curtis Nichols, Legislative Fiscal Analyst, pointed out there is a difference between LFA and the Executive as to the amount of funds available for the Communicable Disease program.

Senator Pat Regan wanted to know if there was an extra FTE in the Agency.

Dr. Skinner replied that he took one of the positions because of the freeze. In all, Dr. Skinner has eight employees; their duties are typing reports; school surveys and arranging travel. Dr. Skinner's secretary takes care of any positions that need further assistance.

The last two persons for discussion at the Sub-Committee meeting on this date were Dr. Michael Skeels, Chief of the Microbiology Laboratory and Walter Jankowski, Chief of Bacteriology Laboratory. Dr. Skeels people do such things as water analysis; gonorrhea, and other venereal disease analysis.

Walter Jankowski's division does analysis of food products.

In conclusion these two men's real program is a "laboratory service".

Both men stressed the need for someone to submit the budget; plan for remodeling and expansion and concluded that neither of them could give full time to respective positions because of the responsibility of this vacancy placed on their time.

The meeting was adjourned by Chairman Steve Waldron until Friday, February 2, 1979 at the hour of 8:00 a.m.

Steve Waldron