



COMMISSION WORK SESSION MEETING COMMUNITY ROOM

April 4, 2022 @ 8:30AM

- **Discussion re:** Board Appointment of Graham Goff to Fort Ellis Fire Service Area, Board Reappointment of Todd Kaiser to Fort Ellis Fire Service Area, and Board Reappointment of Spencer Kreikemeier to Gallatin County Airport Board (Three Forks).
- **Discussion and Decision re:** Letter of Support for Health Dept. VISTA Application.
- **Discussion and Decision re:** MT64 Tiger Grant Shortfall.

- **Board Liaison Updates**
- **County Administrator Update**

General Discussion Topics

- Office Procedures
- Legislative Issues
- CAO Matters
- Criminal Justice Issues
- Mass Transit
- Mental Health
- Public Health Matters
- Public Relations
- City of Bozeman Matters
- Road Matters

MEMORANDUM

TO: County Commissioners
FROM: Harlee Lynch
RE: Board Appointment for Public Meeting on April 5, 2022

Fort Ellis Fire Service Area

There are two vacancies on the Fort Ellis Fire Service Area due to the resignation and term expirations of board members. Graham Goff, Architect, wishes to be appointed to the Fort Ellis Fire Service Area. This is a three year term that will expire April 1, 2025. This vacancy has been posted in the Bozeman Daily Chronicle and on the Gallatin County Website, meeting notice requirements.

Mr. Todd Kaiser has also been contacted and wishes to be reappointed for another three year term which will expire on April 1, 2025. This vacancy has been posted in the Bozeman Daily Chronicle and on the Gallatin County Website, meeting notice requirements.

Gallatin County Airport Board (Three Forks)

There is one vacancy on the Gallatin County Airport Board (Three Forks) Area due to the term expirations of Spencer Kreikemeier. Mr. Kreikemeier has been contacted and wishes to be reappointed for another three year term which will expire on April 1, 2025. This vacancy has been posted in the Bozeman Daily Chronicle and on the Gallatin County Website, meeting notice requirements.



APPLICATION FOR BOARDS AND COMMITTEES

Name Graham Goff Date 3-21-2022

Address 2630 Arrowleaf Hills Dr City Bozeman State MT Zip 59715

E-Mail Address ggoff2000@gmail.com

Phone: (Home) _____ (Work) _____ (Cell/Other) 406-580-5392

Are you a resident of Gallatin County? Yes No Length of residency in Gallatin County: 25 years

Board or Committee you are applying for: Fort Ellis Fire and Rescue

Occupation: Architect

Employer: Goff Architecture and Construction, Inc

Have you previously served on a County or City board? Yes No If so, which board and for how long?

Past Memberships and Associations: Fort Ellis Fire volunteer

Current Memberships and Associations: American Institute of Architects

List any relevant qualifications and/or related experience. Attach any additional information or a résumé, if you prefer. I volunteered as a firefighter and command staff member with Fort Ellis Fire for 8 years. As an architect and retired general contractor my experience will be helpful as Fort Ellis Fire embarks on building a new station

What are your primary objectives for serving on this board?
Give back to an organization that serves our community. Assist with the planning and constructing a new station

References (Individual or Organization)
Norbert Hackel Phone: 406-539-0049
Bundy Phillips Phone: 406-223-4569
Falcon Murty Phone: 404-229-2102

An interview may be required if deemed necessary. Thank you in advance for your interest.

<p>RETURN COMPLETED APPLICATION TO: Gallatin County Commission 311 West Main, Room 306 Bozeman, MT 59715</p>	<p>OR: Complete the application on-line and save it to your computer. Then email it as an attachment to <i>Commission@gallatin.mt.gov</i></p>
<p>PHONE: 406-582-3000 FAX: 406-582-3003</p>	

Lynch, Harlee

From: Todd Kaiser <tjkinmt@charter.net>
Sent: Tuesday, March 22, 2022 7:54 PM
To: Lynch, Harlee
Subject: Re: New Application- Fort Ellis Fire Board
Attachments: Goff Application 2022.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

No issues here.
Todd

TJK

On Mar 22, 2022, at 8:39 AM, Lynch, Harlee <Harlee.Lynch@gallatin.mt.gov> wrote:

Todd,

We have received a new application for the Fort Ellis Fire Service Area Board, I have attached that to this email. This will go before the Commission at their Monday Work Session Meeting on April 4th at 8:30am for review, if you have any public comment about the applicant please get it to me before that meeting.

Thanks,

Harlee Lynch

*Commission Assistant
Gallatin County Commission
311 W. Main, Room 306
M-F 8am-12pm | 406-582-3000*



APPLICATION FOR BOARDS AND COMMITTEES

Name Todd KAISER Date 3/15/2022

Address 61 BLUE GROUSE CT City BZ State MT Zip 59715

E-Mail Address tjkinmt@chanter.net

Phone: (Home) _____ (Work) _____ (Cell/Other) 406-680-5429

Are you a resident of Gallatin County? Yes No Length of residency in Gallatin County: 21yrs

Board or Committee you are applying for: Ft. Ellis Fire Service Area

Occupation: Professor

Employer: MSU

Have you previously served on a County or City board? Yes No If so, which board and for how long?
Ft. Ellis Fire 15yrs.

Past Memberships and Associations: _____

Current Memberships and Associations: _____

List any relevant qualifications and/or related experience. Attach any additional information or a résumé, if you prefer.

What are your primary objectives for serving on this board?
Get the new fire station built

References (Individual or Organization)
Mike Cech Phone: 406-521-2816
Phone: _____
Phone: _____

An interview may be required if deemed necessary. Thank you in advance for your interest.

<p>RETURN COMPLETED APPLICATION TO: Gallatin County Commission 311 West Main, Room 306 Bozeman, MT 59715</p> <p>PHONE: 406-582-3000 FAX: 406-582-3003</p>	<p>OR: Complete the application on-line and save it to your computer. Then email it as an attachment to Commission@gallatin.mt.gov</p>
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APPLICATION FOR BOARDS AND COMMITTEES

Name Spencer Kreikemeier Date 03/23/2022

Address 109 Nellie Ct, PO Box 62 City Manhattan State MT Zip 59741

E-Mail Address skreikem@gmail.com

Phone: (Home) _____ (Work) 406 388 5233 (Cell/Other) 406 570 7606

Are you a resident of Gallatin County? Yes No Length of residency in Gallatin County: 33 years

Board or Committee you are applying for: Gallatin County Airport Board (Three Forks)

Occupation: Engineer

Employer: Dynojet Research, Inc

Have you previously served on a County or City board? Yes No If so, which board and for how long?

Gallatin County Airport Board - 10 Months

Past Memberships and Associations: President, Three Forks Flying Club

Current Memberships and Associations: Founding Secretary, EAA Chapter 1657, Three Forks MT

Board of Directors Member, Three Forks Flying Club, Three Forks, MT

List any relevant qualifications and/or related experience. Attach any additional information or a résumé, if you prefer.
I'm a commercial pilot, with aircraft hangared at Three Forks Airport. I have previous experience flying skydivers for the operation at Three Forks Airport, I'm a Gallatin Valley native, growing up on a farm north of Belgrade with a grass runway currently registered with the FAA.

What are your primary objectives for serving on this board?

I hope to help guide sustainable growth for the Three Forks Airport, and hope to help ensure community involvement with planning, noise abatement, and youth / community education around General Aviation.

References (Individual or Organization)

David Shapiro, Aircraft Mechanic, Three Forks MT Phone: 406 579 6133

Shawn Arnold, Senior VP, Dynojet Research Phone: 406 388 5231

David Boyd, Former Airport Manager, Three Forks Airport Phone: 406 581 6308

An interview may be required if deemed necessary. Thank you in advance for your interest.

RETURN COMPLETED APPLICATION TO:

Gallatin County Commission
311 West Main, Room 306
Bozeman, MT 59715

PHONE: 406-582-3000

FAX: 406-582-3003

OR: Complete the application on-line and save it to your computer. Then email it as an attachment to Commission@gallatin.mt.gov



A RESOURCE FOR HEALTHY LIVING FROM THE
GALLATIN CITY-COUNTY HEALTH DEPARTMENT

HUMAN SERVICES • 406.582.3100, hs@gallatin.mt.gov
ENVIRONMENTAL HEALTH • 406.582.3120, ehs@gallatin.mt.gov
WIC • 406.582.3115, wic@gallatin.mt.gov

healthygallatin.org

Gallatin City-County Health Department VISTA Position Description

The Gallatin City-County Health Department (GCCHD) develops a Community Health Improvement Plan every three years, focusing on priority health needs identified in the community health assessment process. In 2020, Behavioral Health, Substance Abuse, Access to Health Care Services, and Nutrition and Physical Activity were identified as priority community needs. The Community Health Improvement Plan is a community-wide effort to improve health outcomes by strategically addressing priority areas identified in the Community Health Assessment. This VISTA project will build capacity within the identified priority areas and assist in facilitating and developing a Community Health Improvement Plan. The VISTA will also participate in GCCHD-specific projects, such as reaccreditation, strategic planning, workforce development, and quality improvement.

The VISTA will be engaging people in the community, as well as organizing and facilitating meetings in order to address local public health issues – from local policy makers to business leaders, nonprofit directors and citizens. The VISTA member will help enhance existing strategies to address how health promotion activities impact underserved communities and assess health inequities to ensure community strategies are addressing identified needs.

Projects may vary as workloads and priorities change. The department has priorities that should be completed over the course of the VISTA year, and also welcomes innovation to seek out and complete projects that relate to public health. The applicant will spend a great majority of their time at their desk, depending on projects. The applicant may be asked to attend special events as they arise. The applicant may be asked to support ongoing COVID-19 response efforts as appropriate.

The applicant must have the ability to assume leadership, possess problem-solving skills, have the ability to make decisions, accept supervision, facilitate the development of resources, seek appropriate guidance when needed, and maintain confidentiality when dealing with sensitive subject material.

The applicant must be proficient with MS Office. Must possess self-initiative but be able to work as part of a team. Experience preferred working in grassroots organizations, strategic planning, or community organizing, basic data analysis, and ability to learn new software applications. Physical demands for the candidate will be the ability to sit for prolonged periods of time at a computer and the ability to lift 50 pounds. This position will require driving and the candidate must possess a valid driver's license.

Gallatin County is an equal opportunity employer. All applicants will be considered on the basis of merit and qualifications without regard to race, color, religion, creed, political ideas, sex, sexual orientation, gender identity, age, marital status, national origin, or physical or mental disability. Gallatin County is committed to providing access, equal opportunity, and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities. To request reasonable accommodation, contact the Gallatin County ADA Coordinator at 406-582-3007 or here: <https://gallatincomt.virtualtownhall.net/human-resources/pages/americans-disabilities-act-ada-compliance>.

215 W. MENDENHALL, BOZEMAN MT 59715



Montana Community VISTA Partnership MCVP

(Formerly Prevention Resource Center VISTA Project)

HOST SITE APPLICATION - *REQUIRED FIELD

This form is designed to capture the required details about the community need and capacity building activities that we need to get projects approved by our Federal Partners, AmeriCorps. Our program serves as an intermediary between AmeriCorps and the Host Sites that VISTAs serve with. If you have any questions or need support, please do not hesitate to contact us so we can work together to ensure your project is approved and successful.

To get your project listed on the AmeriCorps portal and start recruiting VISTA candidates, we will require this application be completed, signed and submitted along with the supporting documents listed at the end.

John Schlepp – VISTA Program Manager, John.Schlepp@mt.gov

Vacant – VISTA Program Specialist,

ORGANIZATION INFORMATION

*Name: Gallatin City-County Health Department

*Organization EIN: 81-6001363

*Website: www.healthygallatin.org

*Physical Address (street, city, zip +4 digit): 215 W Mendenhall Bozeman MT 59715-3401

*Type of Organization: City

Supervisor (the main person to oversee the VISTA's activities and approve their reports)

*Name: Sarah Dobson

*Title: Accreditation Coordinator/Quality Improvement Specialist

*Email: sarah.dobson@gallatin.mt.gov

*Phone Number: 406-582-3151

Other Project contacts (for recruitment, other support, secondary supervisor, etc.)

Name: Lori Christenson

Title: Health Officer

Role for VISTA project: Secondary Supervisor

Email: Lori.Christenson@gallatin.mt.gov

Phone Number: (406) 582-3146

VISTA HOST SITE DETAILS

*City where member will serve: Bozeman

*Number of VISTAs requested: 1

*VISTA Service Term you are applying for: January 2022 July 2022

*Has your organization hosted VISTAs in the past: Yes No

If yes...

How many VISTAs have served with your organization? 7

In what capacity did the previous VISTAs serve? *Previous VISTA projects have included assisting GCCHD in conducting and implementing a community health needs assessment and a community health improvement plan. These projects require building partnerships with community organizations and are essential in helping GCCHD gain a greater understanding of community health needs and interests. Previous VISTAs served in the WIC clinic and helped facilitate capacity building within the WIC program in order to broaden the reach of services and identify opportunities for programmatic efficiencies. The most recent VISTA aided in the department's pursuit of national accreditation and continuous quality improvement efforts, in addition to community health improvement plan implementation and COVID-19 response efforts.*

*What Focus Area best encompasses your project proposal:

Healthy Futures (increasing access to preventative and primary health care services, mental health, suicide prevention, public health and human services or increasing access to food resources for individuals in underserved communities)

Education (providing services to students living in poverty to improve K-12 school readiness, academic engagement or overall academic performance)

Economic Opportunity (providing services to create or strengthen opportunities for low-income individuals to develop workforce knowledge and skills that will meet the needs of employers. In addition, projects that focus on housing)

Veterans/Military Families (providing or enhancing new services to Veterans or Military families)

Native Americans (providing or enhancing new services to Native Americans)

PROJECT OVERVIEW

Community Need – VISTA projects must address a community need, not simply an organizational need.

Describe the poverty condition in the community that needs to be changed or improved using data relative to the community and/or need:

The 2020 Community Health Needs Assessment (CHNA) indicated Behavioral Health, Substance Abuse, Access to Health Care Services, and Nutrition and Physical Activity as priority community needs. These needs were identified through a comprehensive assessment process, including meetings convening community residents and stakeholders (representing a cross-section of community-based agencies and organizations) to evaluate, discuss and prioritize health issues. The 2020 CHNA showed that health is not equally distributed throughout the region, with significant differences in health status, behaviors, and outcomes among the population according to gender, age, income, and race/ethnicity. The priority health needs listed above disproportionately impact those in the community who experience barriers to healthcare, are living in poverty, and are un-served or under-served.

What are the factors that contribute to this condition?

Factors that contribute to this condition include a lack of existing capacity to address the priority areas identified in the community. Community organizations are already engaged in work related to the health needs identified, however, that work may not be reaching its full potential due to a lack of collaboration and/or coordination. The Community Health Improvement Plan would assist in addressing these conditions and engaging community organizations in efforts to improve health. Additionally, Gallatin County is experiencing rapid population growth and substantial increases in cost of living, which further contribute to disparities within the community. The impacts of COVID-19 also have contributed to disproportionate health outcomes and limited access to resources for those living in poverty and rural areas of the community.

Which of the above factors is your organization capable of addressing?

Gallatin City- County Health Department (GCCHD) maintains close partnerships with our community stakeholders and is already engaged in cross-sector collaborations aimed at improving health outcomes. Through the VISTA project, GCCHD will review, revise and help implement a Community Health Improvement Plan (CHIP) that strategically addresses areas of need in our community. The CHIP serves the residents of Gallatin County by leveraging resources and abilities of multiple community organizations in order to improve health, wellbeing, and long-term outcomes.

What is the population that your project will be serving?

The Community Health Improvement Plan will serve all residents within Gallatin County. This project may also serve residents of neighboring counties (Madison and Park), as these areas are sometimes served by organizations in Gallatin County/Bozeman.

How does this project engage residents of low-income communities in planning, developing implementing and evaluating the project?

The Community Health Improvement Plan is a community-wide effort aimed at improving health outcomes through addressing needs identified in the Community Health Needs Assessment and Community Health Assessment. Residents and stakeholders will be engaged throughout the process of developing a Community Health Improvement Plan by participation in community focus groups, planning sessions, and evaluation of the interventions that are developed.

Overall Goal – This is not a capacity building activity, but the main goal of the project.
What is the overall goal of the project, what does your project want to achieve?

The purpose of this VISTA project will be to build capacity within public health system by facilitating, developing, and implementing a meaningful Community Health Improvement Plan aimed at addressing the needs identified in the 2020 Community Health Needs Assessment. During the VISTA year, a new CHNA will be conducted and new data will be available. The VISTA may be asked to assist with this work. The VISTA applicant will support ongoing CHIP efforts to improve the community behavioral health system and the existing 5210+ coalition, while working with community partners to refine a new CHIP that will guide community efforts over the next several years. The VISTA project will strengthen the public health system's ability to achieve health equity by engaging in cross-sector collaboration and implementing systems-level strategies that improve health outcomes for those living in poverty and experiencing health inequities. In addition to supporting and facilitating community-wide public health efforts, this VISTA project will also participate in GCCHD specific projects, such as accreditation, strategic planning, workforce development coordination and planning, and quality improvement.

Capacity Building –

The primary role of VISTA members is to help build a sustainable program by increasing the capacity of the organization. Capacity building is working with staff and the communities to create, expand or strengthen the systems and processes that help an organization carry out its anti-poverty work.

What capacity needs to be built for your organization to address these factors?

Cross-sector collaboration and leveraging community resources are essential elements of a successful and sustainable Community Health Improvement Plan. This VISTA project aims to build capacity within the local public health system through expanding and strengthening community partnerships. The VISTA will assist community organizations in developing, implementing, and evaluating strategies for addressing key health issues and health disparities in a collaborative and sustainable manner. These key health issues include efforts to improve the community behavioral health system, increase access to healthy foods and physical activity, and other emerging priorities that may be identified throughout the health improvement planning process.

Sustainability – VISTA projects should carry on after the VISTA member completes their term. VISTA resources are typically available for a project for up to 3 years.

How will this project phase out the need for VISTA resources?

This VISTA project will cultivate and strengthen partnerships with community-based organizations so that the public health initiatives and community health improvement projects are sustainable beyond the VISTA's service year. These initiatives will be included in the Community Health Improvement Plan, which will include organizational roles and responsibilities for moving forward (beyond the VISTA service term).

Anti-Poverty –

Since 1965, AmeriCorps VISTA has focused on helping eradicate poverty. Therefore, VISTA projects must be designed to strengthen organizations that work to alleviate poverty.

Describe how this work would help move people out of poverty.

This VISTA project will move residents of Gallatin County and surrounding areas out of poverty by supporting and facilitating Community Health Improvement Planning and building capacity within CCCHD resulting in sustainable public health programs that reduce health disparities, ensure health equity, and improve community health outcomes. The priority areas and needs identified in the 2020 Community Health Needs Assessment touch virtually all residents in Gallatin County. Developing and implementing a Community Health Improvement Plan aimed at addressing these priorities and the social determinants of health will enhance the services provided in the community, resulting in improved health and wellbeing, which is a necessary element of moving individuals out of poverty.

Anti-Poverty Statement –

Please write an ant-poverty statement:

“This VISTA project will move Gallatin County residents out of poverty by developing and implementing community health improvement strategies resulting in sustainable public health programs that reduce health disparities, ensure health equity, and improve health outcomes.”

Click or tap here to enter text.

PERFORMANCE MEASURES –

[Overview of Performance Measurement](#)

Progress of a VISTA project is tracked through performance measures which are your anticipated outputs and outcomes of your project. **Please indicate anticipated outputs and outcomes that best suit your project.**

- The VISTA will report on selected performance measures in quarterly reports.
- Please ensure that your organization can measure the selected outputs and outcomes – specify a target number for each output and outcome and a data collection method.

OUTPUTS:

Output:

Amount of service provided through your planned intervention. A type of measures that tabulates, calculates or records the actual products or services delivered by a program. Please select at least 1 output.

Community Volunteers RECRUITED

- Target Number of volunteers: Click or tap here to enter text.
- Method for tracking volunteers: Click or tap here to enter text.

Hours of service from Volunteers RECRUITED by VISTA

- Target Number of hours: Click or tap here to enter text.
- Method for tracking volunteers' hours: Click or tap here to enter text.

Community Volunteers MANAGED

- Target Number of volunteers: Click or tap here to enter text.
- Method for tracking volunteers: Click or tap here to enter text.

Hours of service from Volunteers MANAGED by VISTA

- Target Number of hours: Click or tap here to enter text.
- Method for tracking volunteers' hours: Click or tap here to enter text.

Organizations receiving capacity building from this VISTA project

- Target Number of organizations: 35
- Method for tracking organizations: Record number of organizations that participate in the CHIP process (Spreadsheet with contact information/email list-serv)

Staff and/or Community Volunteers trained by VISTA project

- Target Number of staff/volunteers: Click or tap here to enter text.
- Method for tracking staff/volunteers trained: Click or tap here to enter text.

Organizations completing a community assessment due to VISTA project efforts

- Target Number of organizations: 2
- Method for tracking organizations: Record organizations in Spreadsheet with contact information

OUTCOMES:

Outcome:

Reflect the changes or benefits that occur as the result of the VISTA capacity building. Please select at least 1 outcome that best suits your project.

Organizations implementing 3 or more effective volunteer management practices from VISTA efforts.

- Target Number of organizations: Click or tap here to enter text.
- Method for tracking organizations: Click or tap here to enter text.

Organizations reporting increased efficiency due to VISTA project

- Target Number of organizations: Click or tap here to enter text.
- Method for tracking efficiency change: Click or tap here to enter text.

Organizations reporting increased effectiveness due to VISTA project

- Target Number of organizations: 10
- Method for tracking effectiveness change: Feedback to be gathered from organizations participating in the CHIP process (survey or other tracking tool)

New or enhanced systems or processes (technology, performance management, training etc.)

- Target Number of systems: 2
- Method for tracking: GCCHD documentation for quality improvement activities

Organizations with an increase in requests for programs or services as a result of VISTA project

- Target Number of organizations: Click or tap here to enter text.
- Method for tracking: Click or tap here to enter text.

Additional types of services offered by the organization/agency as a result of VISTA project.

- Target Number of additional types of services: Click or tap here to enter text.
- Method for tracking: Click or tap here to enter text.

Dollar value of CASH resources leveraged by CNCS-supported organizations or national service participants.

- Target Amount leveraged: Click or tap here to enter text.
- Method for tracking amount leveraged: Click or tap here to enter text.

Dollar value of IN-KIND resources leveraged by CNCS-supported organizations or national service participants.

- Target Amount leveraged: Click or tap here to enter text.
- Method for tracking amount leveraged: Click or tap here to enter text.

Number of new beneficiaries as a result of VISTA project.

- Target number of new beneficiaries: Click or tap here to enter text.
- Method for tracking new beneficiaries: Click or tap here to enter text.
- Will beneficiaries be from an underserved population such as tribal, veteran, racial or ethnic? Yes No

VISTA ASSIGNMENT DESCRIPTION (VAD) WORKSHEET

You have now completed the VISTA project portion of the application. As a part of getting your project approved by the Corporation for National and Community Service (CNCS). We will be submitting a VISTA Assignment Description, the VISTA work plan outlining the project's objectives and measures. This next section will prompt you with a series of questions to help construct the VAD.

What is a VISTA Assignment Description (VAD)?

The VAD details the activities a VISTA member will perform during a service year. The VAD takes the capacity building projects you've identified in this application and translates it into a realistic set of activities. The VAD indicates project priorities, organizational and community challenges and the purpose of the project.

The VAD will include the overall goal of the project, the anti-poverty statement of the project and activities that clearly show how the VISTA will build capacity and empower the community.

Elements of the VAD

Objectives: The objectives you identify for the VAD must articulate what the VISTA will achieve during their assignment. Each VAD should include more than one objective and completion dates for each objective.

- Describe the outcome of a set of activities in a sentence or two
- Should align with your overall goal statement
- Include goal numbers or data, if possible
- Ensure objectives increase capacity and are not direct service

Directions: Break down the overall goal of your project into 3-5 objectives. Each objective should be accompanied by a set of activities that would help guide the VISTA towards the outcome of the objective. They should be time oriented and measurable. Activities will be steps that the VISTA can take to work towards the objective and should be capacity building.

Below is an example of what an objective, activities and timeline might look like:

Objective: Assess the current state of Waketa Community Services (WCS) efforts in reaching, selecting, and supporting volunteer mentors, and create or revise policies, procedures, and documents to improve the effectiveness and sustainability of the mentor recruitment and matching system.

Activities:

1. Research the history of volunteer programs at WCS.

2. Identify the strengths and challenges of the current program and make a plan for improvement.
3. Develop systems for screening and matching mentors.

Timeframe: 7/28/18 – 8/28/18

Not sure where to start? Consider the community building lifecycle...

Assessments: Has your organization conducted any assessments surrounding the identified community need for your project?

Community Awareness & Building Community Groups: Has any awareness of this community need been started? Are there stakeholders or other community involvement yet?

Strategic Planning: Have any strategic plans been developed for the proposed project?

Implementation: If there are any strategic plans, have they begun to be implemented yet?

Evaluation: Has there been any evaluation of any of the work done to address the community need?

1. **Objective:** Assess the current state of the Community Health Assessment and Community Health Improvement Plan. Learn about current and on-going work related to the local public health system and community health improvement initiatives.

Activities:

1. Review the 2018 Community Health Assessment and 2020 Community Health Needs Assessment to gain understanding of on-going data collection efforts.
2. Review the 2019-2021 Community Health Improvement Plan to gain understanding of past and ongoing health improvement initiatives.
3. Meet with various partners and stakeholders in order to understand community services, mission, and current role in the local public health system.
4. Participate in community coalitions and identify strengths and opportunities for improvement.

Timeframe: 07/01/2022-08/31/2022

2. **Objective:** Engage the community and local public health system in strategically planning and implementing a CHIP. Ensure considerations for evaluation and sustainability are included in the CHIP.

Activities:

1. Identify best practices or frameworks that could be used to develop and implement a CHIP in Gallatin County.
2. Work with community leaders to develop local capacity for CHIP initiatives.
3. Develop plans for evaluation and sustainability of CHIP initiatives.

4. Document strengths and challenges of the CHIP process and develop plans for improvement as appropriate.

Timeframe: 08/01/2022-12/31/2022

3. **Objective:** Facilitate and support community-wide dialogues on engaging organizations in the local public health system in order to raise awareness, involvement, and understanding of the Community Health Improvement Plan.

Activities:

1. Facilitate ongoing coalition work and other strategies identified as CHIP initiatives.
2. Identify likely community organizations willing and able to collaborate on initiatives designed to address identified community health needs.
3. Explore options for a community platform/website for hosting CHIP related information and updates.
4. Participate in building awareness for community participation in the 2023 Community Health Needs Assessment.

Timeframe: 01/01/2022-06/30/2023

4. **Objective:** Engage GCCHD staff in activities related to performance management, strategic planning, quality improvement, workforce development and reaccreditation.

Activities:

1. Gain understanding of health department administration and performance management system.
2. Participate in implementation and tracking of GCCHD's strategic plan.
3. Identify and participate in opportunities for quality improvement in order to improve organizational efficiency, effectiveness, and/or program reach.
4. Participate in GCCHD's accreditation activities in order to gain understanding of the national public health accreditation program.

Timeframe: 07/01/2022-06/30/2023

COST SHARE PARTNERSHIP

As a cost share partner, a sponsor contributes part of the living allowance of its VISTA. The cost share for MCVP is:

Year	Training Cost	Support Cost	Total
1	\$1,500	\$3,500	\$5,000
2	\$1,500	\$5,500	\$7,000
3	\$1,500	\$7,500	\$9,000
4	\$1,500	\$12,000	\$13,500

SIGNATURE AND SITE ASSURANCES FROM SITE SUPERVISOR

- As the site supervisor, I will participate in the required MCVP training events, including phone calls, site visits, supervisor webinars and trainings.
- As the site supervisor, I will make the time, at minimum, to meet weekly with the VISTA member to support them and oversee the VISTA project.
- The VISTA member will have immediate and consistent access to a workspace with a phone, computer, printer, the internet, and a desk at no expense to the VISTA Member.
- Myself, or the designated recruitment contact for our organization will contact a referred applicant within 48 hours of referral. This includes contacting MCVP VISTA staff or Leader with an active update on referred applicants, otherwise they will be redirected to another VISTA ready site.
- I understand the role of a VISTA member and that they cannot supplant paid staff work and tasks and duties must fit within the VISTA parameters.
- I will assure that I will develop a 2 week on site orientation plan and submit it to the PRC one month prior to the VISTA's start date. I will be available those first two weeks to help facilitate the orientation.
- I assure that the required supporting documents (listed below) will be submitted along with this application and that they must be completed prior to the start of recruitment for this project.

Signature

Date

REQUIRED SUPPORTING DOCUMENTS

- VISTA Position Description:** You must include the following: knowledge, skills and abilities, attributes, VISTA duties and physical demands, including a statement of reasonable accommodation to be considered.
- Letter of Support from your agency's board of directors indicating:
 - Support for the VISTA position, to include the cost-share requirement
 - Understanding of the VISTA's role
 - Commitment to assuring a successful VISTA placement

- Support of working toward the goals, objectives and end outcomes of the proposed project.

List of:

- Personnel structure
- Board members and/or advisory council members.
- If participating in community prevention coalition, include coalitions and key members.

2 Week On-Site Orientation and Training Plan **Due 2 weeks prior to the start date of VISTA member**



A RESOURCE FOR HEALTHY LIVING FROM THE
GALLATIN CITY-COUNTY HEALTH DEPARTMENT

HUMAN SERVICES • 406.582.3100, hs@gallatin.mt.gov
ENVIRONMENTAL HEALTH • 406.582.3120, ehs@gallatin.mt.gov
WIC • 406.582.3115, wic@gallatin.mt.gov

healthygallatin.org

April 4, 2022

To whom it may concern,

The Gallatin County Commission and the Gallatin City-County Board of Health would like to express their support of an AmeriCorps VISTA position at the Gallatin City-County Health Department (GCCHD).

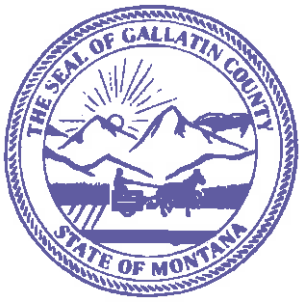
This position will assist in creating and sustaining community-based public health initiatives that will foster collaboration and outreach based on the Community Health Assessment and Community Health Improvement Plan. This position will also build capacity within GCCHD programs through assisting with and facilitating performance management, workforce development planning, and quality improvement related projects.

The Board of Health and Gallatin County is committed to the successful placement of the AmeriCorps VISTA at GCCHD and ensures that the necessary organizational support is in place as outlined in the application.

Sincerely,

Joe Skinner, Chair
Gallatin County Commission





GALLATIN COUNTY

311 West Main, Rm. 306 • Bozeman, MT 59715
commission@gallatin.mt.gov

County Commission

Joe P. Skinner
Zach Brown
Scott MacFarlane

Phone (406) 582-3000

April 4, 2022

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RE: Health Department AmeriCorps VISTA Position

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