

COMMISSIONER MEETINGS

All meetings take place in the Commissioners Conference Room (3107)
located in the Stillwater Building @ 316 North 26th Street (3rd Floor)
and are open to the public unless otherwise noted

TUESDAY - JANUARY 21, 2025

8:45 Agenda Setting

9:00 COMMISSIONERS BOARD MEETING

10:00 COMMISSIONERS DISCUSSION

PLEDGE

DEPARTMENTS

1. **Laurel Airport** - FEMA Grant Request for Sponsorship
2. **Abi Scherer** - Continuum of Care Request for Public Safety Mental Health Mill Levy Funds
3. **Karen Sylvester** - Youth Impact Prevention Presentation
4. **County Attorney** - YCDF - Discussion on Outside Agency Daily Rates - DOC/Fed
5. **GIS** - Should We Supply Mailing Lists Upon Request from Customers Outside the County (Public)
6. **HR** - New Position Request Form
7. **Finance** - Investment Policy 25-07

8. **Elections** -
 - a. Continuous Count Bill
 - b. HAVA Funding

COMMISSIONERS

1. Board Recommendation - Ken Stone to Historic Preservation Board
2. Commissioner Board Reports

PUBLIC COMMENTS ON COUNTY BUSINESS

B.O.C.C Monday Discussion

1.

Meeting Date: 01/21/2025

Title: Laurel Airport - FEMA Grant Request for Sponsorship

Submitted By: Erika Guy

TOPIC:

Laurel Airport - FEMA Grant Request for Sponsorship

BACKGROUND:

See Attachment

RECOMMENDED ACTION:

Discuss

B.O.C.C Monday Discussion

2.

Meeting Date: 01/21/2025

Title: Abi Scherer - Continuum of Care Request for Public Safety Mental Health Mill Levy Funds

Submitted By: Erika Guy

TOPIC:

Abi Scherer - Continuum of Care Request for Public Safety Mental Health Mill Levy Funds

BACKGROUND:

See Attachment

RECOMMENDED ACTION:

Discuss

Attachments

CoC County Commissioners 2025

CoC Commissioners Handout



Yellowstone County Continuum of Care (CoC)

Overview

- Database System
 - Coordinated Entry Program Process
 - Data and Outcomes
 - Funding Ask
 - Questions
-

Homeless Management Information System

- Also known as HMIS, is the shared database that agencies use to collect and coordinate data on homeless clients locally and across the state
 - This is a federally required data system to track homeless clients across the community
 - The Coordinated Entry System (CES) is a project within this data system and the funding you provide allows CES to function
-

Coordinated Entry System (CES)



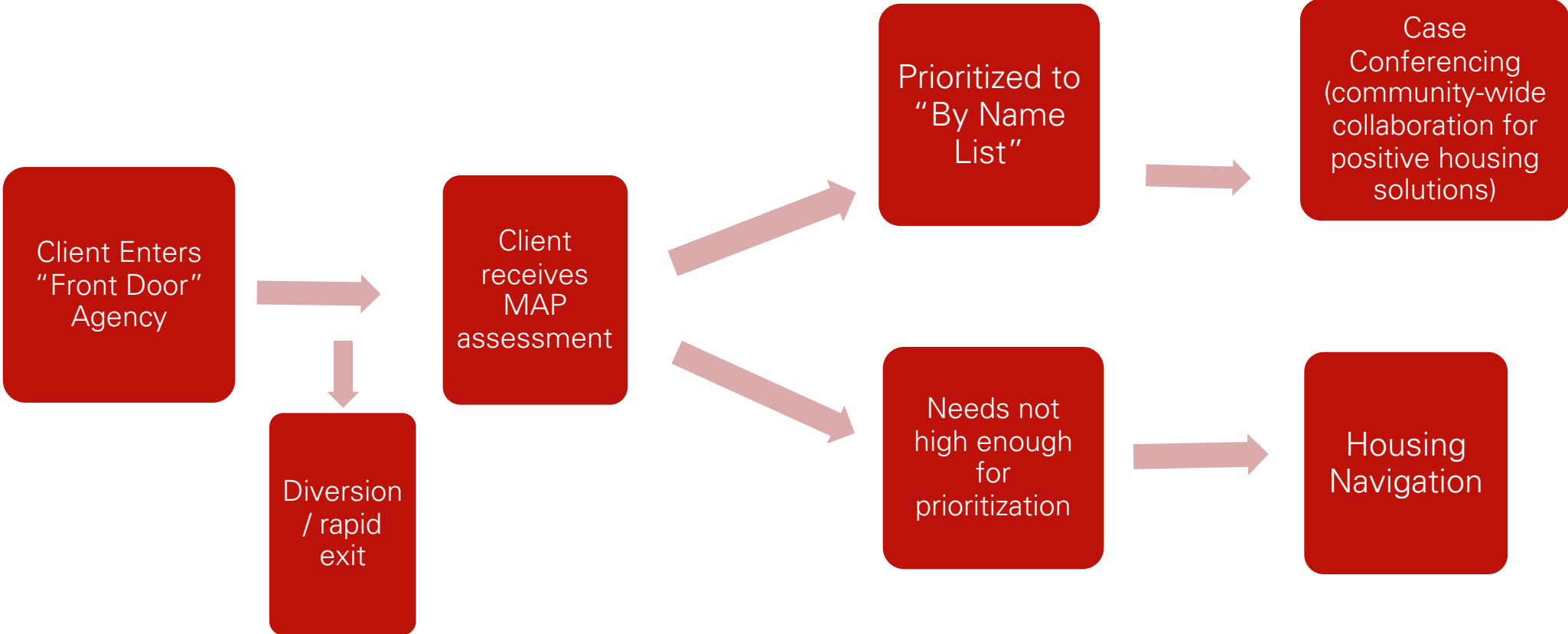
- Coordinated Entry is a system of community partners working collaboratively to permanently house our most vulnerable unhoused neighbors
- By-weekly case conferencing with around 30 case managers from multiple community organizations
- Through community-wide collaboration since July 1, 2024 **146** people have been housed successfully through CES
- Billings CES success rates:

6 months: **96.4%** 12 months: **93.8%** 24 months: **86.9%**

- For reference, across all the CoCs nationally, the rate of success after exiting to a permanent destination was

6 months: **91%** 12 months: **87%** 24 months: **82%**

CES Process



CES Partners

- Community Crisis Center
- Downtown Billings Alliance
- HomeFront
- HRDC District 7
- Rimrock Foundation (HOT Team)
- RiverStone Health
- Salvation Army
- Intermountain Health
- Family Promise
- Off The Streets
- Adult Resource Alliance
- Family Service
- Gratitude in Action
- St. Vincent De Paul
- STEP, Inc.
- South Central Mental Health Center
- Tumbleweed
- Veterans Administration
- Veterans Inc
- Volunteers of America
- YWCA Billings
- Montana Legal services
- Yellowstone Boys and Girls Ranch
- First Congregational Church
- Billings School District 2
- NADC
- CLDI
- Big Sky Senior Services



Highlighted in RED are organizations inputting data into HMIS

CES Clients

From July 1 to December 31 our clients are people who have...

- Had interactions with law enforcement: **59.4%**
 - Been arrested or been in jail: **22.3%**
 - Been in the ER: **57.7%**
 - Been in a crisis home or unit: **41.7%**
 - Reported having at least one bad mental health day a month: **90.2%**
 - Reported having 30 bad mental health days a month: **38.9%**
-

CES Clients Housed

Total clients who have been successfully housed from July 1 to December 31: **146**

Top 3 housing exit locations:

- ~ 40% rental with ongoing subsidy
 - ~ 27% rental w/o ongoing subsidy
 - ~ 22% living with family permanent tenure
-

Public Safety Mental Health Mill Levy

- We are asking for a continuation of funding to keep doing this important work

Already funded (July-December)		Proposed funding (January-June)	
Q1	Q2	Q3	Q4
\$25,000	\$25,000	\$25,000	\$25,000

Questions?



YELLOWSTONE COUNTY Coordinated Entry System

What is Coordinated Entry?

The Coordinated Entry System is a standardized process designed to quickly and effectively connect people experiencing homelessness to the most appropriate housing and services based on their needs. Unhoused neighbors can access services at any of our community partners. These partner agencies provide streamlined assistance through coordinated case management on a biweekly basis, where they prioritize clients by placing them on our community’s “By Name List.”

From July 1 to December 31 our clients are people who have...

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- Been arrested or been in jail: **22.3%**
- Been in the ER: **57.7%**
- Been in a crisis home or unit: **41.7%**
- Reported having at least one bad mental health day a month: **90.2%**
- Reported having 30 bad mental health days a month: **38.9%**

From July 1 through December 31, 2024, clients successfully housed:

Total Successfully Housed

146

Rental by Client with Ongoing Housing Subsidy

57

Rental by Client without Ongoing Housing Subsidy

39

Living with family, permanent tenure

32



GET IN TOUCH

admin@yellowstonecoc.com

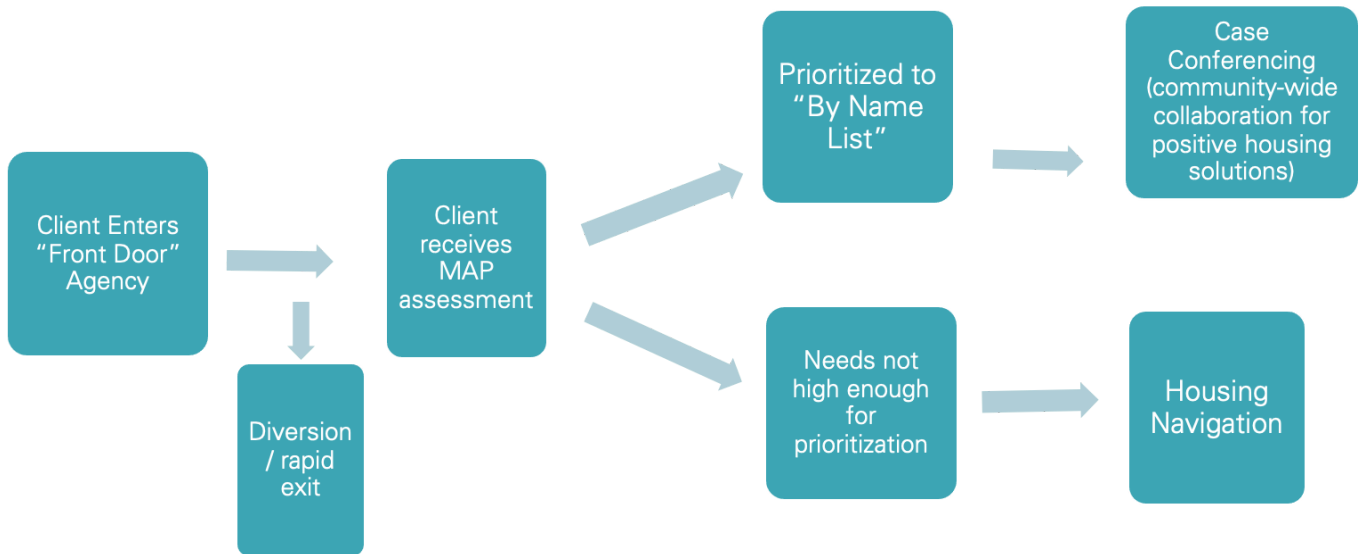
YellowstoneCoC.com

CES Partner Organizations

- Community Crisis Center
- Downtown Billings Alliance
- HomeFront
- HRDC District 7
- Rimrock Foundation (HOT Team)
- RiverStone Health
- Salvation Army
- Intermountain Health
- Family Promise
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CES Process



Funding Proposal

Already funded (July-December)		Proposed funding (January-June)	
Q1	Q2	Q3	Q4
\$25,000	\$25,000	\$25,000	\$25,000

We are asking for a continuation of Public Safety Mental Health Mill Levy funds

GET IN TOUCH

admin@yellowstonecoc.com

YellowstoneCoC.com

B.O.C.C Monday Discussion

3.

Meeting Date: 01/21/2025

Title: Karen Sylvester - Youth Impact Prevention Presentation

Submitted By: Erika Guy

TOPIC:

Karen Sylvester - Youth Impact Prevention Presentation

BACKGROUND:

See Attachments

RECOMMENDED ACTION:

Discuss

Attachments

Community Prevention Corporate Overview MHC

Community Events Paired with Established Activities

Youth Impact Prevention Program Presentation for the YC Commissioners

Student Messaging Program

Ask a Professional Event

Support for Screenager Project Subscriptions for schools and communities

YOUTH IMPACT PREVENTION SERIES

● Session 1: Creating Healthy Parenting Habits

- Good parenting starts with your relationship with yourself
- Setting boundaries
- Being accountable
- Parenting with grace
- Why the words we use with our kids matter

● Session 2: Childhood Brain Development

- Stages of brain development in children
- The effects of trauma on the brain
- Stress management and coping mechanisms

● Session 3: Child Safety

- How to identify a safe adult
- Bodily awareness with good touch/bad touch
- Online safety
- Creating an environment where children feel safe to share

● Session 4: Navigating Hard Conversations

- How to talk about uncomfortable topics like a pro
- Available resources to inform discussion

● Session 5: Coparenting & Guardianship Challenges

- Navigating divorce/separation
- Step-parenting
- Child-centered approaches
- Appropriate resources

● Session 6: Thriving Over Surviving

- Role model healthy habits by taking care of yourself
- Teach children to fail forward
- Keep adult problems with the adults

● Session 7: Modeling Healthy Relationships

- Impact of violence in the home
- What is a “healthy relationship?”
- Non-traditional families
- What kids really need to see in their trusted adults

● Session 8: Emotional Regulation

- Emotional regulation by age group
- The brain’s response to stress: fight, flight, freeze, fawn
- Grounding techniques and best practices

● Session 9: Alcohol & Other Substances

- Substance overview and impact on the developing brain
- When to start talking to your kids about substances
- Modeling healthy use
- Safe storage of substances
- Resources for community support for parents and child

● Session 10: Bullying Online & In-Person

- Social media bullying stats and how to intervene
- Teaching your child how to handle in-person bullying

● Session 11: QPR/Suicide Prevention

- Recognizing the signs of suicide and how to intervene
- Safe storage options for weapons & substances

● Session 12: Technology & Our Kids

- Online gaming basics for parents
- Is there such a thing as “healthy gaming?”
- What are realistic time and rating limits by age?
- Bullying in video games

COMMUNITY EVENTS PAIRED WITH ESTABLISHED ACTIVITIES

This program integrates mental health and substance use awareness into community events like sports games and concerts, reaching a broad audience in a natural, comfortable setting.



Sticker Sheets



Fan Signs



Banners

Key Features

- **High Visibility:** Utilizes popular events to bring messaging to where people already gather.
- **Interactive Engagement:** Features booths and activities that draw interest and encourage participation.
- **Community-Wide Impact:** Fosters a supportive culture that extends beyond the school, impacting families and the community.

Benefits to Schools

- **Increased Outreach:** Expands reach by connecting with community members who may not attend standalone wellness events.
- **Positive School Image:** Shows the school's commitment to student and community well-being.
- **Encourages Collective Support:** Promotes awareness and normalizes conversations about mental health and substance use in a comfortable environment.



Karen Sylvester

Email: ksylvester@scmrmhc.org



Youth Impact Prevention Program

Goal: Incorporate prevention training for adults impacting Yellowstone County youth.

Target Population

Adults impacting youth from 0-18

- Parents
- Grandparents
- Guardians/Caretakers
- Youth activity providers i.e. coaches

The youth impact prevention program is a true public/private partnership. For the first time we will use our business partners and their locations to host trainings and participate financially in providing prevention training to our YC adults impacting youth.

During our recent Yellowstone County Prevention Task Force meeting the group selected three key targets for funding: Youth, Parents/Adults Impacting Youth and Veterans. This proposal address the Adults impacting youth and partner programs directed at youth specifically. Attached are proposed programs for reference.

This will be done in tandem with current and ongoing prevention programs designed to impact youth themselves. This dual approach will provide for consistent messaging to the entire community through trainings(See attached curriculum), marketing materials in schools, community, workplaces, and through prevention events in our region.

We have established several key partnerships to make this a comprehensive and effective model of prevention delivery. We have included all Yellowstone County School superintendents, business leaders, criminal justice leaders, and social service providers. (See list of partners on page 2)

How does this meet the requirements for the Mental Health Mill Funds:

- Long term solution to divert youth from drug and alcohol use, committing crimes, and reduction in utilization of the jail services both youth and adult. Prevention is a crucial link to diverting
- Builds knowledge and skills in adults impacting YC youth for future diversion from at-risk behaviors.

How will we measure progress and success:

Baseline statistics from 2024 including:

- Youth violence
- Youth suicide
- Graduation Rates
- Absenteeism
- Truancy
- Youth Drug and Alcohol Use

When training begins:

- Comprehensive pre-training survey for demographics and socio economic data
- Pre and Post session surveys to see if participants are using the training in their environments
- Provide quarterly updates with both qualitative and quantitative data to all partners

Timeline:

Secure funding: November - December 2024

Cohort One begins January 2025

New Cohort of ten businesses each quarter of 2024

Funding Model:

- Requested funding Adult workplace prevention training from Yellowstone County \$50,000 for January - July 2025.
- Requested funding for Yellowstone County Schools - Up to \$100,000 (Needs outlined by Yellowstone County School Superintendents on December 4, 2024)
- Funding from Business Partners: \$50,000 for January - July 2025
- Additional grant funding for community awareness campaigns and events: TBD

Impact:

- 1000 Adults impacting YC Youth per year through workplace trainings
- Customized prevention programming for Yellowstone County School Districts
 - Number of students reached will be our impact number
- 2-4 Marketing campaigns/Events targeted at community
 - Reach and Participation of both youth and adults will be our impact number

At the recommendation of the Yellowstone County Prevention Task Force and the HOPE Coalition.

CASA, Riverstone, MHC, United Way, Veterans Navigation Network, School District 2, Ted Lechner Youth Detention Center, Billings Police Department, Billings SRO's, Big Sky Economic Development, Billings Chamber of Commerce, MSU Billings, Rocky Mountain College, Adult Resource Alliance, Rocky Vista University - Montana College of Osteopathic Medicine, Yellowstone County Commissioners, Billings Clinic, Intermountain Health, City of Billings, Yellowstone County State Legislators, Department of Labor, Woods Power Grip, KLJ Engineering, Brighter Sky Counseling, 406 Recovery, Dade Talent Management

STUDENT MESSAGING PROGRAM



The Student Messaging Program amplifies student voices in outreach, establishing a platform where youth can communicate directly with peers and adults on issues they care about. This initiative emphasizes authentic dialogue, empowering students to shape campaigns around mental health, substance use, and other relevant topics.

Benefits to Schools

- **Builds Trust:** Students feel heard and valued, which increases engagement and participation.
- **Promotes Open Communication:** Encourages a culture where students can talk freely about challenges and seek support.
- **Improves Outcomes:** Youth-informed messaging resonates more, increasing the likelihood of positive behavioral changes.



Youth-Centered Campaigns:

Programs are designed based on real student feedback, ensuring the messaging is relevant and effective.



Peer-to-Peer Engagement:

Encourages youth-led discussions, fostering a sense of ownership and responsibility among students.



Community Events & Digital Outreach:

Combines online content, school activities, and local events to reach students where they are, both on and offline.



Contact: _____

Karen Sylvester

Email: ksylvester@scmrmhc.org

ASK A PROFESSIONAL EVENT

The Ask a Professional Event offers families direct access to experts in mental health, substance use, and wellness, creating an approachable, judgment-free space for asking questions. It's designed to make professional guidance accessible to the entire community.

Personalized Advice:

Experts provide tailored information to address specific family concerns.

Inclusive Environment:

Encourages open discussions, breaking down stigma and making professional help feel accessible.

In-Person & Online Accessibility:

Events are offered in various formats to reach as many families as possible.

Benefits to Schools

- **Enhances Family Engagement:** Encourages parents and students to participate actively in learning about wellness.
- **Supports Community Wellness:** Provides insights that empower families to make informed decisions, fostering a healthy school community.
- **Fosters Preventive Culture:** Builds awareness and educates on prevention, reducing the need for intervention later on.



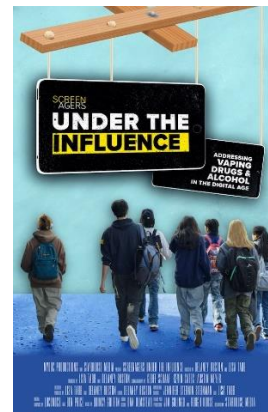
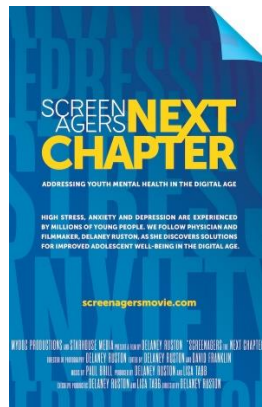
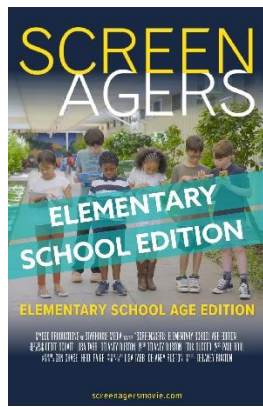
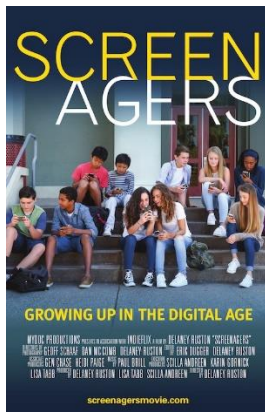
Support for Screenager Project subscriptions for schools and communities.

Parents and caregivers (especially grandparents raising grandchildren) have to idea about social media. They don't know what they don't know. The first step is education as to why there is a problem and the scope of the problem. They then need to be given resources and tools to decide how they want to address this with their children and support in doing so. This is that first building block.

The subscription includes access to the curriculum and movies. We will support this program this wrap around programming through focused group messaging and support materials as wanted or needed. This piece can be student led as this will make the biggest impact.

This is a state approved evidence-based program.

<https://www.screenagersmovie.com/>



B.O.C.C Monday Discussion

4.

Meeting Date: 01/21/2025

Title: County Attorney - YCDF - Discussion on Outside Agency Daily Rates - DOC/Fed

Submitted By: Erika Guy

TOPIC:

County Attorney - YCDF - Discussion on Outside Agency Daily Rates - DOC/Fed

BACKGROUND:

NA

RECOMMENDED ACTION:

Discuss

B.O.C.C Monday Discussion

5.

Meeting Date: 01/21/2025

Title: Mailing Lists

Submitted By: Mike Powell

TOPIC:

GIS - Should We Supply Mailing Lists Upon Request from Customers Outside the County (Public)

BACKGROUND:

I recently received an email asking for a mailing list. It has been attached. In the past, we have said no, that we cannot supply mailing lists to the public for soliciting. We can and do supply the public with a means to select parcels for themselves via our website, but the list that they can get is based off the property tax information, which is property addresses and not mailing addresses. When I received the email, I talked to the county attorney, Mr. English, and he replied with the attached email. Per his request, I should still get Board of Commissioners approval before moving forward. That is where we are at.

RECOMMENDED ACTION:

Discussion on how we should move forward

Attachments

Mailing List Request

Mailing List Laws

I work for EA Engineering, Science, and Technologies and we are consultants working with the EPA looking to plan a public meeting. I was searching the Yellowstone County website and saw the Interactive Mapping Hub. We are wanting to invite the public and I was wondering if I provided you an area of the city would you be able to send a table or access to a database with parcel information (e.g. mailing addresses) from within that area? Or give me access to the feature layer with this information?

Thank you,



Blake Warner
Geologist I
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Email Response from Mark English:

During the 2015 Legislative session, the Legislature repealed the statute that did not allow for the distribution of lists.

Below is the last version of the statute in 2013.

It seems that the County can distribute lists.

Before you distribute any list, I would have you get the approval of the Board of County Commissioners to distribute the list.

2-6-109. Prohibition on distribution or sale of mailing lists--exceptions--penalty

(1) Except as provided in subsections (3) through (9), in order to protect the privacy of those who deal with state and local government:

(a) an agency may not distribute or sell for use as a mailing list any list of persons without first securing the permission of those on the list; and

(b) a list of persons prepared by the agency may not be used as a mailing list except by the agency or another agency without first securing the permission of those on the list.

(2) As used in this section, "agency" means any board, bureau, commission, department, division, authority, or officer of the state or a local government.

(3) This section does not prevent an individual from compiling a mailing list by examination of records that are otherwise open to public inspection.

(4) This section does not apply to the lists of:

(a) registered electors and the new voter lists provided for in 13-2-115;

(b) the names of employees governed by Title 39, chapter 31;

(c) persons holding driver's licenses or Montana identification cards provided for under 61-5-127;

(d) persons holding professional or occupational licenses governed by Title 23, chapter 3; Title 37, chapters 1 through 4, 6 through 29, 31, 34 through 36, 40, 47, 48, 50, 51, 53, 54, 60, 65 through 69, 72, and 73; and Title 50, chapters 39, 72, 74, and 76; or

(e) persons certified as claims examiners under 39-71-320.

(5) This section does not prevent an agency from providing a list to persons providing prelicensing or continuing educational courses subject to state law or subject to Title 33, chapter 17.

(6) This section does not apply to the right of access by Montana law enforcement agencies.

(7) This section does not apply to a corporate information list developed by the secretary of state containing the name, address, registered agent, officers, and directors of business, nonprofit, religious, professional, and close corporations authorized to do business in this state.

(8) This section does not apply to the use by the public employees' retirement board of a mailing list of board-administered retirement system participants to send materials on behalf of a retiree organization formed for board-administered retirement system participants and with tax-exempt status under section 501(c)(4) of the Internal Revenue Code, as amended, for a fee determined by rules of the board, provided that the mailing list is not released to the organization.

(9) This section does not apply to a public school providing lists of graduating students to representatives of the armed forces of the United States or to the national guard for the purposes of recruitment.

(10) A person violating the provisions of subsection (1)(b) is guilty of a misdemeanor.

B.O.C.C Monday Discussion

6.

Meeting Date: 01/21/2025

Title: HR - New Position Request Form

Submitted By: Erika Guy

TOPIC:

HR - New Position Request Form

BACKGROUND:

See Attachment

RECOMMENDED ACTION:

Discuss

Attachments

New Position Request Form



New Position (FTE) Request Form

This form is designed to assist you in describing the new position you are requesting and the justification for creating the new position. As the user department and knowledgeable of the position, it is important that the needs for the duties and responsibilities of the position are outlined in the following form.

1. Department/Management completes this form to request creation of a new position.
2. Attach an updated org chart to this form that reflects the reporting line for this new position.
3. Submit all documents to Human Resources. HR will then submit the form to Finance for budgetary approval, to the Hay Committee for grading, and to the BOCC for final approval.

Department Name	Division: (i.e., Sheriff's Civil)

Contact Information	Name:	Email:
	Title:	Phone:

1. PROPOSED POSITION DETAILS

Suggested Working Title	Supervisor Name and Title	Position Type Contact HR w/Questions
		<input type="checkbox"/> CBA _____ <input type="checkbox"/> Non-Union <input type="checkbox"/> Non-Exempt <input type="checkbox"/> Exempt

Appointment Type	Full-Time Equivalency
<input type="checkbox"/> Regular Full-Time <input type="checkbox"/> Regular Part-time <input type="checkbox"/> Other: explain _____	Hours Per Week: _____ (40 Max) FTE: _____

Position Purpose: State in one or two sentences the primary purpose of the proposed position.

Background: The principal purpose or function of the requested new position.

A. Provide background detail as to why an additional position is needed. (i.e., changes to law, changes in work demand, department reorganization, etc.)

B. What will the position do? Please provide a detailed description of the position's duties and responsibilities, the estimated percentage of time spent in each, and any prerequisites necessary to perform the essential functions of this new position.

C. Are these duties and responsibilities currently being performed in the department? YES NO
If yes, provide the position title, classification code and grade for the position already performing these duties.

Position title

Class Code

Grade

D. What alternatives were considered? Please provide a description of alternative solutions considered before deciding on a new position, (i.e. changed to process, redistribution of work) and why the new position is considered the best solution.

E. Provide a department organizational chart showing how this new position will fit into the current department structure.

Attached Organizational chart? YES NO If no, please explain. _____

2. POSITION JUSTIFICATION: If approved, what impact would it have on your department and County business? What are the additional benefits for the taxpayers to have this new position?

3. ADDITIONAL COMMENTS or ATTACHMENTS:

4. DEPARTMENT APPROVAL:

I have reviewed and approve the contents of this new position description. I find the information provided is accurate and complete.

Elected Official/Department Head Signature

Date:

5. HUMAN RESOURCES REVIEW AND RECOMMENDATIONS:

Human Resources has reviewed the new position request and is recommending:

A current job classification exists within the Yellowstone County position classification system that is an appropriate job classification for the newly requested position based on the essential duties and responsibilities provided:
 Classification title and Code: _____

A new job classification is necessary as there is not an existing job classification that adequately depicts the essential functions of the newly requested position. Please be aware that all new job classifications must be rated by the Hay Classification Committee and approved by the BOCC .

Human Resource Director Signature	Date:
-----------------------------------	-------

6. HAY COMMITTEE REVIEW AND RECOMMENDATIONS:

Proposed Grade:	Approved Grade: <input type="checkbox"/> YES <input type="checkbox"/> NO
	If "No", recommended grade:

Date:

7. FINANCE REVIEW:

Department:	Fund Number:
Will this be newly funded or will funds be redistributed within the current budget?	<input type="checkbox"/> New Budget <input type="checkbox"/> Redistributed
If position elimination, please provide position number & budgeted salary.	Class code # _____ Salary _____
Will this position be funded by a grant?	<input type="checkbox"/> YES <input type="checkbox"/> NO
If funded by a grant, when does the grant expire.	Date:

There is sufficient funding within the current department budget to fund this new position.

New funding is needed to fund this new position.

Finance Director Signature	Date:
----------------------------	-------

8. BOCC APPROVAL:

Chair Signature	Date:
Member Signature	<input type="checkbox"/> Approved <input type="checkbox"/> Disapprove
Member Signature	<input type="checkbox"/> Approved <input type="checkbox"/> Disapprove
Member Signature	<input type="checkbox"/> Approved <input type="checkbox"/> Disapprove

Final step: Board Clerk will route copies to Human Resources, Finance and Originating Department.

B.O.C.C Monday Discussion

7.

Meeting Date: 01/21/2025

Title: Investment Policy 25-07

Submitted For: Kevan Bryan, OMB Director

Submitted By: Kevan Bryan, OMB Director

TOPIC:

Finance - Investment Policy 25-07

BACKGROUND:

Finance has updated the County policy on investment activities for our pooled program, adhering to current law and following GFOA best practices. Along with that, Finance has developed procedures and a qualified institution list. The investment policy has been reviewed by the County Attorney's office for compliance with Montana statutes.

RECOMMENDED ACTION:

Discussion in advance of Board adoption at 1/28/25 agenda meeting.

Attachments

Policy 25-07 with Procedures and Qual List

YELLOWSTONE COUNTY INVESTMENT POOL POLICY

Policy Number: 25-07

1. **SCOPE**

This Investment Policy applies to activities of the County with regard to investing the financial assets of all funds of the County as well as all other participants in the County Investment Pool Program. The Investment Pool represents Yellowstone County and participating School Districts and Special Districts located in Yellowstone County. Participation is elected by the governing bodies of each district by interlocal agreement. Participating jurisdictions may elect to invest funds outside the Investment Pool, such as for debt issuance proceeds.

2. **OBJECTIVES**

The primary objective of the Investment Pool Policy is the safety of funds managed, followed by establishing guidelines for investment philosophy, goals, liquidity, and yield. These objectives must establish a transparent framework that allows for review and inquiry by the public, Board of County Commissioners, and the County's outside audit firm.

Funds of the County Investment Pool Program will be invested in compliance with Title 7, Chapter 6, Part 2, 27 and 28, and Title 20, Chapter 9, Part 2 of the Montana Code Annotated and as qualified by Attorney General Opinion Vol. 42, No. 25. The County Investment Pool Portfolio shall be managed in such a manner as to attain a market rate of return throughout budgetary and economic cycles while preserving and protecting capital in the overall portfolio. Investments shall be made based on statutory constraints and subject to available designated staffing capabilities.

3. **INVESTMENT AUTHORITY**

The Board of County Commissioners under Section 7-6-201 M.C.A. has ultimate authority to make County investment decisions, and the County Treasurer has the ministerial duties of implementing the Board's direction. The Board of County Commissioners shall appoint the County Finance Director as Investment Officer of the Investment Pool. The Investment Officer will be responsible, on behalf of the Board County Commissioners, for monitoring cash flows, soliciting and awarding offerings regarding investments, directing the Treasurer wire funds, informing the Treasurer of investment activity, and providing the Commissioners written evidence of all investments upon request. The Investment Committee shall maintain and update written administrative procedures for the operation of the investment program, consistent with these policies. In the Finance Director's absence, the

Finance Department's designee, but in no case a member of the County Treasurer's Department (due to lack of separation of duties established herein) as directed by the Board of County Commissioners will assume the duties of Investment Officer.

This policy is not intended to remove specific statutory responsibilities and authority from the Treasurer's office as those responsibilities and authority are described in Title 7, Chapter 6, Part 2.

4. **ADMINISTRATION COST/DISTRIBUTION OF EARNINGS**

In order to cover the cost of administering the pooled investment program, the County will assess an administrative fee. The fee will be assessed against interest collected for the benefit of the Investment Pool and be deducted from the interest collections received prior to distribution to participating agencies and/or funds. The distribution of interest collections will be made monthly and based on average daily balance for each participating fund and/or agency for the previous month. A retroactive distribution of the annual interest collections will be made at the end of June each year based on average daily balance.

The Finance Director of the County will complete an annual assessment of a rate necessary to cover estimated costs of service provided to the Investment Pool. This shall be calculated and forwarded to the Board of County Commissioners on or about July 1st each year. The Board will consider the assessment estimate when determining the need to adjust the rate for the upcoming fiscal year. If an adjustment is deemed necessary, the County shall inform the affected taxing jurisdictions of the adjustment before it is made, and the County shall allow input from the taxing jurisdictions before making the adjustment.

5. **BANKING FEES**

The Investment Officer has the ongoing authority to weigh the benefit of investing substantially all funds otherwise on hand with the financial institution of record into qualified investments if it is deemed that the yield on such investments will exceed that of the account maintenance costs assessed to the County by the financial institution. The costs assessed on a monthly basis for maintaining all services provided shall be netted against pooled investment earnings prior to distributions of earnings to participants.

6. **INVESTMENT COMMITTEE**

In order to facilitate and maintain the effectiveness and efficiency of the Investment Pool, an Investment Committee is hereby formed by the Board of County Commissioners. This committee shall consist of the County Finance Director (Investment Officer), the County Treasurer and the County Auditor. The committee will make recommendations to the Board of County Commissioners regarding amendments to this Investment Policy and procedures. The committee shall meet at least semi-annually for review of the portfolio, with the Investment Officer discussing

investment strategy in keeping with short-term and long-term goals, reviewing investment mix, discussing market conditions and changes in risk conditions, and communicating any recommended changes to the Investment Pool Policy to the Board of County Commissioners.

7. **PRUDENCE**

The standard of prudence to be applied by the Investment Officer shall be the “prudent investor” rule, which states, “Investment shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety, of their capital as well as the probable income to be derived.” The Investment Officer shall consider the Investment Pool’s overall investment strategy, including risk and return objectives. Also to be considered is the Investment Pool’s participants’ needs for current and future distributions, along with general economic conditions, inflation, deflation and current interest rates. The prudent investor rule shall be applied in the context of managing the overall portfolio.

The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security’s credit risk or market changes, provided that appropriate action is taken to control adverse developments.

8. **MONITORING AND ADJUSTING THE PORTFOLIO**

The Investment Officer will routinely monitor and report, as outlined in the investment procedures, to the Board of County Commissioners and Investment Committee for approval of the contents, the available markets, and the relative values of competing instruments, The Investment Officer will adjust the portfolio accordingly.

9. **INVESTMENT PROCEDURE GUIDELINES**

Any Allowable Investments: per M.C.A.:

Repurchase / Overnight Agreements:

-Short-term cash needs (less than 15 days) may be invested in overnight bank sweep or repurchase accounts on an as-needed basis. Daily investment amounts should be adequate to cover 15 days of net cash needs of all participants in the Investment Pool. Funds available for investment over this amount should be directed to other investments.

CDARS (Certificate of Deposit Account Registry Service):

-Term can range from 4 weeks to 5 years. CDARS extends FDIC insurance well beyond standard limits by bundling CD issues from a number of financial institutions into one investment.

STIP:

-Funds may be invested and withdrawn from the State Short Term Investment Pool (STIP) on an as-needed basis. Investments in STIP may be made on a non-competitive basis.

Other Authorized Investments:

a. United States government treasury bills, notes, and bonds and in United States treasury obligations, such as state and local government series (SLGS), separate trading of registered interest and principal of securities (STRIPS), or similar United States treasury obligations;

b. United States treasury receipts in a form evidencing the holder's ownership of future interest or principal payments on specific United States treasury obligations that, in the absence of payment default by the United States, are held in a special custody account by an independent trust company in a certificate or book-entry form with the federal reserve bank of New York; or

c. obligations of the following agencies of the United States:

- (i) federal home loan bank;
- (ii) federal national mortgage association;
- (iii) federal home mortgage corporation; and
- (iv) federal farm credit bank.

A summary of further criteria outlined in 7-6-202 MCA for investment of public funds include:

a. The investment in an agency of the United States is authorized if the investment is a general obligation of the agency and has a fixed or zero-coupon rate and does not have prepayments that are based on underlying assets or collateral, including but not limited to residential or commercial mortgages, farm loans, multifamily housing loans, or student loans.

b. The local governing body may invest in a United States government security money market fund if:

- (i) the fund is sold and managed by a management-type investment company or investment trust registered under the Investment Company Act of 1940 (15 U.S.C. 80a-1 through 80a-64), as may be amended;
- (ii) the fund consists only of eligible securities;

- (iii) the use of repurchase agreements is limited to agreements that are fully collateralized by the eligible securities, as described in this section, and the investment company or investment trust takes delivery of the collateral for any repurchase agreement, either directly or through an authorized custodian;
- (iv) the fund is listed in a national financial publication under the category of "money market mutual funds", showing the fund's average maturity, yield, and asset size; and
- (v) the fund's average maturity does not exceed 397 days.

c. The investment may not have a maturity date exceeding 5 years, except when the investment is used in an escrow account to refund an outstanding bond issue in advance.

d. An investment in zero-coupon United States government treasury bills, notes, and bonds purchased as a sinking fund investment for a balloon payment on qualified construction bonds described in 17-5-116(1) MCA may have a maturity date exceeding 5 years if:

- (i) the maturity date of the United States government treasury bills, notes, and bonds is on or before the date of the balloon payment; and
- (ii) the school district trustees provide written consent.

Investment Pool purchase with term exceeding 180 days:

-Offerings will be solicited from active bidder list.

-Bidders will be notified of:

- a. Investment amount
- b. Acceptable maturity dates and terms
- c. Acceptable investment security
- d. May include deadline that a bid is due

-Unsolicited offerings submitted by a bidder which meet currently desired maturity dates and rates of return may be accepted at the Investment Officer's discretion.

-The Investment Officer shall be allowed to notify all rostered firms of desired timeframes and yields in which the County currently has interest, in keeping with Section 11 of this policy. This notification may be allowed to remain in place until updated or rescinded by the Investment Officer. This option allows for simultaneous notification of County needs that can take advantage of rapidly moving offerings and related yields while also ensuring that the County's requests are kept active and current with the firms involved.

-Award will be made to firm with highest yield (if awarded at all.)

-Ties will be awarded to firm responding first, or with the lowest percentage of current investment portfolio with the County at the Investment Officer's discretion, per the exception referenced in Section 13 of this policy.

Investment Balancing:

The following represents guidelines for proportional allocation of funds in the Investment Pool. This guide should not replace a thorough review of cash flow

needs that can vary widely from time to time. Ranges are stated to allow for most routine cash flow needs and also to allow for recognition of investment returns available that may be heavily influenced by length of time before maturity, most notably in the area of US governmental agencies.

Investment	Range	Target
Cash on hand, cash in bank	6-12%	10%
Treasuries, CDs, CDARS	0-2%	0%
STIP – excl. bond proceeds-any source	33-66%	50%
US Gov't Agencies (FFC, FHLB, etc.)	20-60%	40%

Within US Gov't Agency space, with investments up to 5 years in length, no more than 50% of those holdings should have maturities of 4 - 5 years.

Investment sale prior to maturity:

- Bids solicited from at least 2 firms.
- Security must be sold to highest bidder or not sold at all.
- Investments sold before maturity due to County action must be reported separately in investment report.
- An analysis shall be done to determine gain or loss on any sale.
- Securities sold for a loss must be approved by the Board of County Commissioners.

Treasurer Notification:

- The Treasurer's office shall be timely notified on any investment changes.
- All transfers of pooled funds are to be initiated by Treasurer's Office, upon written direction of the Investment Officer.
- All wire transfers are to be verified by authorized person other than initiator.
- A copy of monthly brokerage statements and transaction confirmations must be sent directly from the investment dealer to the Treasurer's office.

Reporting:

- A comprehensive statement of investment activity must be distributed monthly to Board of County Commissioners, County Treasurer (who will forward to school districts), and any Investment Pool participant making such a request.

10. **INTERNAL CONTROLS**

The County shall establish concurrently with these policies a system of written investment procedures that provide strong internal controls, which shall be reviewed annually by the County's outside auditing firm. The controls shall be designed to prevent loss of public funds due to fraud, error, misrepresentation, unanticipated market changes or imprudent actions.

11. **RISK**

Safety of principal is the foremost objective of the County when investing funds. The County recognizes that potential losses can occur from the following:

- a. **Interest Rate Risk / Market Risk.** As interest rates fluctuate, market values will also fluctuate. The longer term the investment, the greater the fluctuation. The term of the investment should closely match the characteristics of the funds involved, so that long term investments are made only from funds which are unlikely to be needed prior to the maturity of the investment.
- b. **Credit Risk.** All direct or guaranteed obligations of the U.S. have no credit risk when the full faith and credit of the U.S. backs the investment. Federal agencies, as moral obligations of the U.S. are generally considered to have minimal credit risk. CD's not insured by FSLIC/FDIC are purchased only with securities pledged as required by 17-6-103 MCA. The County will be bound by various Montana codes as interpreted by the Montana Attorney General describing permissible investments.
- c. **Risk of Defalcation of County Employees.** To insure against County personnel converting securities of principal and/or interest proceedings the County shall:
 - i. Establish safeguards concurrently with these policies so that proceeds of sale or redemptions and interest payments shall flow directly into the County's bank accounts and all payment for the securities shall be made from the County's bank account.
 - ii. Carry sufficient fidelity bonds on employees to provide the recovery of loss due to fraud on the part of the County staff. Bonding requirements will be recommended by the Investment Committee to the Board of County Commissioners.
- d. **Risk of Loss by County's Safekeeping Agent when Securities Are Not Physically Held by County.** To prevent loss due to broker/brokerage/institution bankruptcy, and/or the securities were found to either not exist or were commingled with brokerage assets and not in segregation, all securities owned by County, not evidenced by a certificate of issuer shall:
 - i. Be held by a custodian bank trust department, for the sole benefit of County, accountable only to County. All costs of this safekeeping arrangement shall be paid by the contra-party to the purchasing transaction, which is usually an investment dealer.
 - ii. All securities held by investment dealers shall be segregated in an account in County's sole name (or the Treasurer in official capacity) and

(1) The account shall be covered by Securities Investor Protection Company (SIPC).

- iii. For amounts invested in excess of SIPC coverage, the County shall verify that the institution/dealer has insurance in place to cover against loss to County due to dealer's demise or defalcation licensed under the laws of any state.

12. **PORTFOLIO DIVERSIFICATION**

Limitations in instruments, diversification and maturity scheduling shall depend upon whether the funds being invested are considered short or long-term funds.

Investments maturities for operating funds are scheduled to coincide with projected cash flows needs, considering large routine expenditures (payroll, bond payments, distributions to cities and towns) as well as considering sizeable blocks of anticipate revenue (property tax collections, school equalizations payments). Investment maturities of Capital Improvement Program Funds or reserve funds shall be timed to meet the individual needs of the funds.

To assist in maintaining proper diversification, cash flow projections are critical.

13. **SELECTION OF INVESTMENT INSTRUMENTS**

Before the County invests any funds, the Investment Officer must consider the appropriate term for any such investment, either for cash flow purposes or for conformance to maturity guidelines. Quotes should be obtained from investment dealers who qualify under Section 14 of this policy. Only instruments meeting the term requirements and offering the highest yield from allowable investments, as detailed under Montana law shall be accepted. If an identical offering is provided to the County by more than one investment dealer, the one received by the County first shall be awarded the transaction. This timing requirement may be waived if the Investment Officer deems the portfolio to have excessive activity favoring a single investment dealer. A written explanation of that award shall be provided to an interested party upon inquiry made to the Investment Officer in this regard.

Secure electronic records will be kept of the bids offered and bids accepted. Also to be kept is a brief explanation of the decision, which was made regarding any investment in cases where, in the Investment Officer's judgement, it is not obvious that the selected investment yielded the highest rate of return for the requested investment parameters.

14. **QUALIFIED INSTITUTIONS**

The County shall maintain a listing of financial institutions which are approved for investment purposes. All banks, savings and loans, and credit unions within Yellowstone County may be eligible to participate. Securities dealers not affiliated with a bank must be licensed by the Montana Securities Commissioner, carry SIPC insurance, and file periodic reports to continue their license. They must also have an office in the County. In addition, all bidders, banks, other financial institutions and securities dealers shall be required to furnish audited periodic financial statements upon request of the Investment Officer.

The Investment Officer shall maintain a roster of qualified dealers who have asked to be on such a list. Any firms failing to disburse funds to the County in a timely fashion, or not actively participating in the solicitation process will be dropped from the roster. Also, any firms failing to submit offerings in a proper manner may result in removal from the roster.

15. **SAFEKEEPING AND COLLATERALIZATION**

All banks, savings and loan, and credit union investments purchased by the County must be adequately secured as required by Montana Code Annotated 7-6-207. All repurchase investments made with securities dealers or banks, savings and loan and credit unions should be collateralized at a rate of 102% of market value of principal invested. The County will only do repurchase agreements with the financial institution utilized for daily County banking activities. All other investments with securities dealers must be collateralized at 100% of market value of principal. Types of securities that may be pledged for an investment are detailed in Montana Code Annotated 17-6-103, and the County shall comply with the same.

16. **MAINTAINING THE PUBLIC TRUST**

All participants in the investments process shall seek to act responsibly as custodians of the public trust. Investment officials shall avoid any transaction that might impair public confidence in the County's ability to govern effectively.

17. **ETHICS AND CONFLICTS OF INTEREST**

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose decisions. Employees and investment officials shall disclose to the Board of County Commissioners any material financial interest in financial institutions that conducts business within this jurisdiction.

Members of the Investment Committee shall refrain from undertaking any personal investment transactions with the same individual with whom business is conducted on behalf of the Investment Pool.

Passed and Adopted on this ____ day of _____, 2025.

BOARD OF COUNTY COMMISSIONERS
YELLOWSTONE COUNTY, MONTANA

Mark Morse, Chair

Michael J. Waters, Member

John Ostlund, Member

ATTEST:

Jeff Martin, Clerk and Recorder

Investment Activity Procedures
Yellowstone County
Related to County Investment Pool Activities
Updated January 2025

INVESTMENT AUTHORITY

The Board of County Commissioners under Section 7-6-201 M.C.A. has ultimate authority to make County investment decisions, and the County Treasurer has the ministerial duties of implementing the Board's direction. The Board of County Commissioners shall appoint the County Finance Director as Investment Officer of the Investment Pool. The Investment Officer shall be responsible, on behalf of the Board of County Commissioners, for monitoring cash flows, soliciting and awarding offerings regarding investments, directing the Treasurer to wire funds, informing the Treasurer of investment activity, and providing the Commissioners written evidence of all investments upon request.

The Investment Committee shall maintain and update written administrative procedures for the operation of the investment program, consistent with these policies. In the Finance Director's absence, the Finance Department's designee, but in no case a member of the County Treasurer's Department (due to lack of separation of duties established herein) as directed by the Board of County Commissioners will assume the duties of Investment Officer.

PROCEDURES

At all times, funds of the County Investment Pool Program will be invested in compliance with Title 7, Chapter 6, Part 2, 27 and 28, and Title 20, Chapter 9, Part 2 of the Montana Code Annotated and as qualified by Attorney General Opinion Vol. 42, No. 25.

Investments shall be made based on statutory constraints.

The Investment Officer shall at all times adhere to the County Investment Policy, as adopted by the Board of County Commissioners. If there is any uncertainty in the application of policy standards and/or overall policy questions, the Investment Officer shall obtain legal guidance from the County Attorney's office and general guidance from the Board of County Commissioners.

The Investment Officer of the investment program will complete an annual assessment of a rate necessary to cover estimated costs of service provided to the Investment Pool. This shall be calculated and forwarded to the Board of County Commissioners on or about July 1st each year.

The Investment Officer shall meet with the Investment Committee semi-annually (more often should the Investment Officer deem it necessary). At those meetings, the Committee will review of the portfolio, with the Investment Officer discussing investment strategy in keeping with short-term and long-term goals, reviewing investment mix, discussing market conditions and changes in risk conditions, and communicating any recommended changes to the Investment Pool Policy to be forwarded to the Board of County Commissioners.

The Investment Officer shall develop a method of communication with security dealers that notifies each of the County's current need for investment options. This shall consist of written communication relating to any range of amounts considered available, the time horizon for the proposed investment, desired range of yield and terms along with a deadline for responding to the request, if any. This does not preclude the Investment Officer from communicating to any or all of the qualifying institutions of an overall need for a specific yield or term, while leaving the response time open, given that the market does not always provide immediate solutions to the Pool's needs. In this area, the Investment Officer shall have discretion as to the amount or amounts to allocate to any given investment opportunity, in keeping with the Prudence section of the Investment Policy.

In determining options for available cash, the Investment Officer shall follow the Investment Procedure Guidelines section of the Investment Policy.

PROCESS AND INTERNAL CONTROLS

At all times, neither the Investment Officer nor any employee of the Finance Department shall be given authority to physically move County funds to or from any outside source, such as via the County's banks or the State's STIP Program. Further, the County Treasurer or any employee of that department shall not be allowed to direct the movement of such related funding activities without prior, specific direction of the Investment Officer or Finance Department designee. This is critical in establishing sound internal controls to prevent misallocation, misdirection, theft or embezzlement of funds held by the County for the purposes herein discussed.

All such requests for soliciting investments shall be in writing, copies of which shall be maintained via the County's email system or electronically on a Finance Department folder on the County's servers. Any responses to such requests shall be maintained in a similar fashion.

Once an investment opportunity is approved by the County Investment Officer, it shall be communicated in writing to the designated staff of the County Treasurer's office for funding. Such designated staff shall be selected by the County Treasurer and be made known to the Investment Officer as changes occur.

Per the Investment Policy, all wire transfers are to be verified by an authorized person other than the initiator of the transaction. Upon successful funding out of the County's bank account, the County Treasurer's office shall send electronic confirmation to the Investment Officer and / or designee as to the completed transaction.

The County Treasurer shall record such investment activities through its regular disbursement procedures on a daily basis.

When funds are sent to the County's bank by an institution holding County funds, through the maturing or calling of an agency, CD or other instrument, the Investment Officer shall inform the County Treasurer's office in writing the nature of the deposit and proper accounting for it. The Treasurer's office shall follow this instruction in the recording of the activity. An exception to this procedure is found in the receipting of funds from the Montana's STIP program, where the Treasurer's office already has information as to the pending deposit due to the processing of the Investment Officer's request to withdraw funds from the State's program.

The County Treasurer shall record such investment activities through its regular receipting procedures on a daily basis.

All statements issued by a security dealer doing business with the County or from the Montana STIP Program shall go directly to the County Treasurer's office as independent source documents for activities relating to holdings by the County and its Pool. The Finance Department shall also receive unaltered copies of these reports to verify Treasurer activities directed by the Investment Officer/Finance Department. This assures that both County departments have access to reports that can be utilized to confirm activities for the month as an internal control verification step.

At the end of each calendar month, the Treasurer's office shall prepare a report acceptable to the Investment Officer which documents cash activities for said month. This report shall reconcile to the "Treasurer Cash Report" found in the County's software system. This shall be completed in a timely fashion so as to allow for prompt dissemination of the investment report to Pool participants and the timely posting of interest as part of the monthly procedures leading to the closing of that month by the County Finance Director.

Once this report is received, the Finance Director or designee shall review and confirm accuracy of the activities and shall prepare a monthly investment report that lists investment holdings, maturities, yields and terms, if applicable. This report will also report interest collections and overall investment earnings on pooled funds. For each month, the Finance Director shall obtain a report from the STIP Program via the County Treasurer's office detailing deposits, withdrawals and interest earned on funds on deposit there. The Finance Department shall also determine a frequency to reconcile the

investment listings to reports from the various securities dealers with whom the County conducts business. This is to match the purchase, sale and maturity of various allowable Federal treasury obligations to ensure accuracy via an independent third-party report.

The monthly investment report is then sent to the Board of County Commissioners, any requesting party, the County Treasurer for distribution to school districts and the County Auditor's office.

All records used in the verification of information and reconciliation of activities by the Finance Department shall be stored electronically and available for review by the County's independent auditing firm or to comply with any other valid request for such detail formally made to the County.

Date Updated: _____

By: _____

Financial Institutions Approved for Investment Purposes
Yellowstone County
Updated January 2025

Banks, Savings and Loans, and Credit Unions:

First Interstate Bank
401 North 31st Street
Billings, Montana

Stockman Bank
800 Main Street
Billings, Montana

Wells Fargo Bank (as County's current bank of record)
175 North 27th Street
Billings, Montana

Western Security Bank
2812 First Avenue North
Billings, Montana

Securities Dealers:

Buchanan Capital
14 North 24th Street
Billings, Montana

DA Davidson
208 North Broadway
Billings, Montana

Montana State Investment Pool (STIP)
2401 Colonial Drive, 3rd Floor
P.O. Box 200126
Helena, Montana 59620-0126

RBC Wealth Management
404 North 31st Street
Billings, Montana

Wells Fargo Securities
1700 Lincoln Street
Denver, Colorado
(Wells Fargo has a local office)

The County's Investment Officer will review the list of qualified institutions to verify compliance to requirements and to confirm that the institution is meeting the needs of the Investment Pool through active participation and adequacy of relevant offerings. All qualifying institutions must request to be included on this list.

All banks, savings and loans, and credit unions within Yellowstone County may be eligible to participate.

Securities dealers not affiliated with a bank must be licensed by the Montana Securities Commissioner, carry SIPC insurance, and file periodic reports to continue their license.

All banks, other financial institutions and securities dealers shall be required to furnish audited periodic audited financial statements upon request of the Investment Officer.

Any firms failing to disburse funds to the County in a timely fashion, or not actively participating in the solicitation process shall be removed from the roster.

Any firms failing to submit offerings in a proper manner may result in removal from the roster.

All institutions on this list must have a physical office in the County, even if staff involved with participating in Pool activity are located outside of the County.

B.O.C.C Monday Discussion

8. a.

Meeting Date: 01/21/2025

Title: Election Legislation

Submitted For: Katherine Aldrich, Election Administrator

Submitted By: Katherine Aldrich, Election Administrator

TOPIC:

Continuous Count Bill

BACKGROUND:

The Continuous Count requirement was passed during the last legislative session. There is a bill to roll back this requirement in this legislative session. The sponsor has reached out for Yellowstone Co.'s position.

RECOMMENDED ACTION:

Discuss

Attachments

YC Cont Count Request

From: [Carter, Bob](#)
Subject: Continuous Counting on election day
Date: Tuesday, January 14, 2025 7:34:17 PM
Attachments: [Outlook-Logo_cale.png](#)

Hello election officials,

I have been monitoring my local elections in person since I was first on the ballot in 2010. This past year was the first year I had to give up and go home at 1am while the counting continued throughout the rest of the night and well into Wednesday. I felt this was not the best use of our election workers and election administrators. In fact, I feel working all night was detrimental to the accuracy and integrity of our election process.

Therefore, I have proposed a bill that simply removes the Election Day Continuous Counting requirement from the 2023 Legislative Session, the full text of the bill can be seen here:

<https://bills.legmt.gov/#/lc/bill/2/LC2114>

As you can see on Page 1, lines 17-19 have been stricken.

I am preparing for the committee hearing and I am trying to determine the support from election officials around the state.

My questions to you are:

May I mention your county in my testimony?

Do you support removing the 2023 continuous counting provision?

OR, are you Neutral or Opposed to my proposed legislation?

Are you willing to testify in the hearing?

(You can testify as a Proponent, Opponent, or simply as an Informational Witness. I encourage any and all testimony.)

If you wish to testify, do you prefer to testify via Zoom, in writing, or In Person?

Thank you for your prompt response. I expect this committee hearing to be scheduled later this week or early next week.

I appreciate your time, feel free to call me with any questions.

Bob Carter - 788-0089

State Representative - Missoula

State Capitol

PO Box 201706



Helena, MT 59620-1706

(and now the fine print...)

Emails to and from legislators involving legislative business may be subject to public disclosure under the [Right to Know](#) provision of the Montana Constitution and [Title 2, Chapter 6, part 10, MCA](#). This may include the sender, recipient, content, and attachments.

B.O.C.C Monday Discussion

8. b.

Meeting Date: 01/21/2025

Title: Elections - HAVA Updated Request

Submitted For: Katherine Aldrich, Election Administrator

Submitted By: Katherine Aldrich, Election Administrator

TOPIC:

HAVA Funding

BACKGROUND:

A HAVA funding request was submitted to the SOS in 2024. There was a difference of \$6197.85 between what was spent and what was requested for the categories approved by the SOS. The SOS indicated they would consider a request for the additional expenditures. This request would account for the adjustment.

RECOMMENDED ACTION:

Discuss.

B.O.C.C Monday Discussion

1.

Meeting Date: 01/21/2025

Title: Board Recommendation

Submitted By: Erika Guy

TOPIC:

Board Recommendation - Ken Stone to Historic Preservation Board

BACKGROUND:

See Attachment

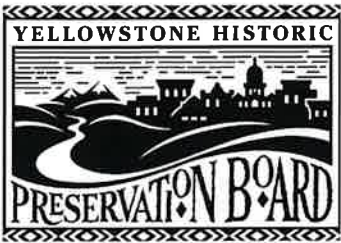
RECOMMENDED ACTION:

Discuss

Attachments

Recommendation Letter

Ken Stone



Yellowstone Historic Preservation Board

*A certified local government (CLG)
Program representing four governing bodies:*

**City of Billings
City of Laurel**

**Crow Tribe
Yellowstone County**

January 13, 2025

Re: Ken Stone as a board member

Dear Yellowstone County Commissioners:

On behalf of the Yellowstone Historic Preservation Board (YHPB), we are pleased to provide this letter of recommendation for Ken Stone to be appointed as a member of the YHPB.

Ken is a project manager with an architectural firm and has experience with historic building projects renovations/restorations. He would be a great addition to the board with his experience and interest in historic properties.

Thank you for your consideration in appointing Ken Stone as a member of the YHPB.

Respectfully,

A handwritten signature in blue ink that reads "Dave Green".

Dave Green
Historic Preservation Officer
Planning & Community Services Division
City of Billings

BOARD APPLICATION FORM
YELLOWSTONE COUNTY, MONTANA

NAME: Kenneth Stone HOME PHONE: (817) 228-4016
ADDRESS: 219 S. 36th Street WORK PHONE: (406) 970-7345
CITY: Billings STATE: MT ZIP: 59101
BUSINESS OR JOB: Procurement Manager - Archetecture Firm
E-MAIL ADDRESS: kstone@ae.design
BOARD OR COMMISSION APPLIED FOR: Historic Preservation Board

Please describe your experience or background that you believe qualifies you for service on this Board or Commission (attach additional sheets if needed):

I have worked in the construction industry for over 15 years. Many of these projects were to renovate historic or architecturally sensitive buildings. I currently work at A&E Design, and while I am not a member of the historic preservation team, I do work with them from time to time.

Why do you wish to serve on this Board or Commission?

I have a passion for the beauty and history of old spaces. I believe that through creative problem-solving, we can save many of our historic buildings while still meeting the economic requirements of developers and the community.

Additional information that you feel is pertinent (attach additional sheets if needed):


Signature

01/13/2025
Date

Return application to: Board of County Commissioners
P.O. Box 35000
Billings, MT 59107-5000

OFFICE USE ONLY:		
APPOINTED:	YES <input type="checkbox"/>	NO <input type="checkbox"/> DATE <input type="text"/>
TERM EXPIRATION DATE: <input type="text"/>		
(Circle one)		
ORIGINAL APPOINTMENT	REAPPOINTMENT	TERM NO: <input type="text"/>