



"To improve the health of our communities by identifying and assuring sustainable solutions to community health issues."

**Central District Health Department Board of Health Meeting
Friday, December 9, 2011 ~ 8:30 a.m. to 11:30 a.m.
707 N. Armstrong Place, Boise**

Board Members:

Commissioner Arlie Shaw, Chair
Betty Ann Nettleton, RN, V-Chair/Trustee
Steven F. Scanlin, JD (Absent)
Dr. Ted Epperly, MD
Commissioner Ray Moore
Dr. Jane Young, DNP
Commissioner Terry Day

Guest:

Dr. Pam Struhfus of Boise State University plus eleven students

Staff:

Russell A. Duke, Director/Board Secretary
Nikki Sakata
Cindy Trail
Donna Mahan, Recorder
Meghan Calaway

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Call Board Meeting to Order – Commissioner Arlie Shaw

Chairman Commissioner Arlie Shaw called the Central District Health Department (CDHD) Board of Health meeting to order at 8:43 a.m.

Action on Board of Health Minutes for October 14, 2011 – Commissioner Arlie Shaw

There are no corrections; the minutes stand approved as presented.

Motion: Dr. Jane Young made a motion to approve the Board of Health minutes for October 14, 2011, as presented; Dr. Ted Epperly seconded; no further discussion; all in favor; motion carried.

Financial Report: FY 2012 – Budget to Actual – Meghan Calaway

The "Budget to Actual" report for July 1, 2011 through October 31, 2011 was presented. For Revenue, fees are currently at 35%; contracts are at 31%; and other revenue is at 58%, putting overall revenue at 31%. For Expenditures, personnel costs are underspent by .3%% (\$18,070). Overall Expenditures are at 31%.

CDHD Strategic Plan - Nikki Sakata

Nikki Sakata presented the *FY 2011 Strategic Plan Summary and the Executive Summary*. The two agency priorities for FY 2011, Decrease Tobacco Initiation and Use, and Decrease Obesity, will continue to be the priorities for FY 2012 since these two issues have the greatest impact on negative health outcomes in our community. Our two program priorities for FY 2011 were Health Improvement and Health Protection; they will continue to be our priorities in FY 2012.

Serving Valley, Elmore, Boise, and Ada Counties

Ada / Boise County Office
707 N. Armstrong Pl.
Boise, ID 83704
Enviro. Health: 327-7499
Reproductive Health: 327-7400
Immunizations: 327-7450
WIC: 327-7488
FAX: 327-8500

Elmore County Office
520 E. 8th St. North
Mountain Home, ID 83647
Enviro. Health: 587-9225
Family Health: 587-4407
WIC: 587-4409
FAX: 587-3521

Valley County Office
703 N. 1st St.
McCall, ID 83638
Ph. 634-7194
FAX: 634-2174

BSU School Health Centers Research - Dr. Pam Strohfus

Dr. Pam Strohfus' BSU leadership students presented the outcomes of their semester work where they determined the feasibility of school based health clinics (SBHC) and conducted a focus group on school based health initiatives (SBHI) using evidence based research in District IV. SBHC are designed to improve access to healthcare services for school age children. SBHI are design to improve a particular health issue in a school setting such as preventive care including immunizations and dental. The conclusion of their work showed that the SBHC and SBHI have many advantages, are successful, and are sustainable. The next step will be for the spring semester students to address funding, legalities, and develop plans for the implementation of initiatives and clinics.

TB Clinic - Nikki Sakata

The service provided by our TB clinic has been expanded to provide a more comprehensive visit and act in accordance with guidelines established by the Centers for Disease Control and Prevention. While the changes have highly improved the service we provide to the patient along with supporting our goal of decreasing the risk for TB exposure in our community, the costs have continued to rise. When looking at the increase cost and our strategic priorities, we have considered moving the clinic to an outside entity such as Family Medicine Residency of Idaho (FMRI). We will continue to perform the epidemiology function of TB surveillance, investigation, and direct observed therapy (deliver medication to the patient and watch them take it) even if the clinical service is transferred to another organization. Russ will provide an update in February.

Office Locations - Russell Duke

With streamlining our program areas to better serve our clients, we are still physically separated within our Armstrong office; and separated by distance from many lower income communities throughout Ada County. Russ spoke to the Board about possible ways to address these needs. We could remodel our current office to provide more efficiency in services and add two Ada County satellite clinics, possibly opening up space in our current facility to lease. The other option could be to move our administrative and clinical offices to downtown Boise with a clinical satellite in Meridian. After some discussion, the Board asked that a SWOT analysis be done and more detailed information regarding the pros and cons be brought back to the Board in February.

Calendar Year 2012 Board of Health Meeting Schedule - Commissioner Shaw

The Board reviewed the proposed 2012 Board of Health schedule with the May meeting being moved to the 11th and the October meeting moved to the 12th.

Motion: Betty Ann Nettleton made a motion to approve the proposed modified 2012 Board of Health meeting schedule; Dr. Ted Epperty seconded; no further discussion; all in favor; motion carried.

Updated CDHD Drug/Tobacco/Alcohol Free Workplace Policy - Russell Duke

Russ presented the proposed updated CDHD Drug/Tobacco/Alcohol Free Workplace Policy, including feedback from Board members for Board's approval to implement.

Motion: Betty Ann Nettleton made a motion to approve the CDHD Drug/Tobacco/Alcohol Free Workplace Policy; Dr. Jane Young seconded; no further discussion; all in favor; motion carried.

Governor and Childhood Immunizations - Russell Duke

Russ spoke to Governor Otter's Senior Special Assistant for Health and Social Services, Tammy Perkins; and she is interested and willing to meet to explore further childhood immunizations. The Board supported the documentation provided by Russ as talking points with Tammy. He will now setup a meeting with Tammy and asked Board members to join him.

Director's Report – Russell Duke
Leadership in Public Health Award

We will be presenting Mayor Bieter and the Boise City Council with the Leadership in Public Health Award on January 24 at city hall for passing two smoke-free ordinances.

Winter All Staff Meeting

Immediately following the Board meeting, CDHD staff will be meeting at BSU's Stueckle Sky Center for the Winter All Staff Meeting.

Adjournment – Commissioner Arlie Shaw
No further business brought before the Board.

Meeting adjourned at 11:18 a.m.

Respectfully submitted:



Commissioner Arlie Shaw, Chairman

2/17/2012
Date



Russell A. Duke, Secretary