

Central District Health Department Board of Health Meeting
Friday, December 13, 2013 ~ 8:30 a.m. to 11:05 a.m.
707 N. Armstrong Place, Boise, Idaho

Board Members:

Steven F. Scanlin, JD, Chair

Betty Ann Nettleton, RN, V-Chair/Trustee

Commissioner Barbara Balding

Dr. Ted Epperly, MD (absent)

Commissioner Al Hofer

Frank Eld

Dr. Jane Young, DNP

Staff:

Russell A. Duke, Director

Donna Mahan, Recorder

Cindy Trail

Mark Riley

Bonnie Spencer

Lorraine Fortunati

Rob Howarth

Christine Myron

Guest:

Laura Thomas

Call Board of Health Meeting to Order – Steve Scanlin

Steve Scanlin called Central District Health Department (CDHD) Board of Health meeting to order at 8:36 a.m.

Behavioral Health – Russell Duke/Frank Eld

If the Behavioral Health legislation passes and the CDHD Board supports this partnership, we would possibly begin working together starting on July 1, 2014. Frank Eld shared that it will be important that the Behavioral Health Board be a decision making board versus an advisory board as in the past. CDHD will not be committing funds to support this program; the program would come with its own funding through the Department of Health and Welfare Behavioral Health. We as an agency will not be taking on the work of Behavioral Health but working together with them. Frank Eld asked that we continue planning with Behavioral Health in preparation to the legislation passing and funding sources being secured.

Board of Health Minutes for October 18, 2013 – Steve Scanlin

With no corrections made, the October 18, 2013 Board of Health minutes stand approved as presented.

Welcome Christie Myron – Russell Duke

Christine Myron, CDHD's new public information officer, was introduced to the Board of Health. Christine has a background in television media, retail management, sales and marketing, and most recently as a public information specialist for the Ada County Highway District. Over the next few months, she will be learning about our four counties as well as building relationships with the media and board members.

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

Financial Reports – Bonnie Spencer

FY 2014 October Budget to Actual: We are 33% through the FY 2014 budget. Revenues are slightly under budget at 32%; this is primarily due to timing of both food fees and contract sources. Expenditures are a little over budget at 35% due to personnel cost overspent by 4.6% (\$116,996), one-time expenditures that have hit in the beginning of the year, and a capital outlay expenditure of \$86,713 not in the original budget.

Balance Statement and Reserve Fund Update:

At the end of October, the total cash was \$1,855,100 and the reserve fund designation was \$1,575,538 with a balance of undesignated funds at \$279,562. Per the Board's request, Bonnie provided a progress report on the WIC and IT special projects.

Rewards and Recognition Policy – Russell Duke/Bonnie Spencer

In reviewing the policy on employee recognition along with the results of the climate survey, the Employee Performance Recognition and Incentive Proposed Allowance guideline was presented to the Board. The Board values employee recognition and supports the guideline as presented.

Remodel of Armstrong Facility – Russell Duke/Cindy Trail

The Preventive Health Services (PHS) Division was established in order to provide better clinical services to the community. In order to align the Division, we would like to remodel the Armstrong office so that WIC, Reproductive Health, and Immunizations are in one central location. Cindy asked the Board to approve us working with CTA architects on how we may utilize the space for PHS, costing around \$5,000. Bonnie Spencer and Mark Riley would present the proposed plan at the March Board of Health meeting. After discussing the proposal, the Board agreed to move forward getting a more detail evaluation completed only.

MOTION: Jane Young made a motion to have staff proceed with getting a more detail evaluation of what we can do with the exist space but not to exceed \$5,000 in cost and provide a report at the March 2014 Board meeting; seconded by Betty Ann Nettleton; no further discussion; all in favor; motion carried.

Additional Board Members – Russell Duke

The question was raised at the October Board meeting regarding our ability to add Board members. Our attorney, Mike Kane, said it was not allowable according to Idaho Code. Steve Scanlin suggested modifying our by-laws to allow for the Board to appoint a person from our community to sit on the Board of Health as a non-vote member. Russ will talk with Mr. Kane on how to pursue legally amending the by-laws to add a non-voting member to serve on our Board of Health.

Board Meeting Schedule 2014 – Steve Scanlin

The Board reviewed the proposed schedule for the CY 2014 Board of Health meetings, asking that the August date be moved to the 22nd.

MOTION: Betty Ann Nettleton made a motion to adopt the amended CY 2014 Board schedule; second by Jane Young; no further discussion; all in favor; motion carried.

Break – Steve Scanlin

Board of Trustees Meeting – Betty Ann Nettleton

Two important decisions were made during the Board of Trustees conference call on Thursday, December 5 regarding the State General Fund (GF) Appropriation Distribution Formula and Millennium Fund Distribution Formula. The Trustees voted to change the FY 2015 Millennium Fund appropriation formula to 35% infrastructure and 65% outcomes. The outcomes were calculated on four metrics, each receiving equal weight. In regards to the GF formula, the motion past 6-1 to continue using the existing (FY 2014) approved formula for one more year and then evaluate. The GF formula review by an independent body as recommended by CDHD was not discussed on the call.

Electronic Health Records (EHR) – Cindy Trail

We continue to work through road blocks as they arise in order to reach each milestone, ensuring we will go live on March 3, 2014. Lorraine Fortunati and her staff have played an important part in this process, especially, Rachelle Collinge along with Bonnie Spencer and Bob Nertney.

Director’s Report – Russell Duke

Retirement Celebration: Cindy Trail’s retirement celebration is from 2:30 to 5:00 p.m. in the Immunizations Lobby this afternoon, December 13.

2014 IAB Annual Conference: The 2014 Idaho Association of District Boards of Health conference will be held in Sun Valley on Thursday, May 29 (full day) and Friday, May 30 (1/2 day).

Adjournment – Steve Scanlin

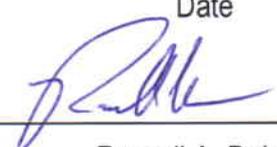
No further business was brought before the Board; meeting adjourned at 11:05 a.m.

Respectfully submitted:



Steven F. Scanlin, Board Chair

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Date


Russell A. Duke, Secretary