

"Partnering to promote, protect and preserve health in our community"

**Central District Health Department
Friday, October 16, 2015 ~ 8:30 a.m. to 12:30 p.m.
707 N. Armstrong Place, Boise, ID**

Board Members

Steven F. Scanlin, JD, Chair	Dr. Ted Epperly, MD, V-Chair	Commissioner Elt Hasbrouck, Trustee
Commissioner Laura Baker	Megan Blanksma	Betty Ann Nettleton, RN
Dr. Jane Young, DNP (Absent)		

Guests

Dave Fotsch	Bill Moran	John Shaffer	Amanda Dillon	Michelle Scranton
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Staff

Russell A. Duke, Director	Donna Mahan, Recorder	Bonnie Spencer	Rob Howarth
Gina Pannell	Lisa Spanberger	Jaime Harding	Mark Riley
Mark Haigwood			

Call Board of Health Meeting to Order – Steve Scanlin

Steve Scanlin, Board Chair, called Central District Health Department (CDHD) Board of Health meeting to order at 8:38 a.m. In welcoming Gina Pannell, our new SHIP Program Manager, she provided an update on the SHIP program.

Board of Health Minutes for August 14, 2015 – Steve Scanlin

The August 14, 2015 Board of Health minutes stand approved as presented.

Financial Reports – Bonnie Spencer

The FY 2016 Budget to Actual for September 2015 report reflects that we are 25% through the FY 2016 budget year. Total revenues are at 27% of budget. Fees are at 22%; contracts are at 25%; and county contributions are at 36%. Total expenditures are at 25%. Personnel cost is at 25%. Operating cost is at 25%; and capital cost is at 30%. The FY 2016 Cash Balance Statement and Reserve Report at the end of September reflects a total cash balance of \$2,795,528; and the reserve fund designation was \$2,112,546 with a balance of undesignated funds at \$682,982. We have a balance of \$120,795 left in our Special Projects Reserve Fund.

Boise Green Bike – Dave Fotsch

Dave Fotsch, Director of Boise Green Bike Program (BGB), presented to the Board on the experience of the program to date. During his time with CDHD as the Public Information Officer, Dave was always our strongest advocate for alternative transportation. CDHD contributed financially to BGB to help meet the match requirements for the initial federal grant to build the infrastructure.

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

Thesis: Alcohol Abuse – Lisa Spanberger

Lisa Spanberger, working in our Public Health Preparedness program, focused her thesis on binge drinking in Idaho after learning about the Board's interest in the subject. She presented her Idaho State University Master of Public Health thesis findings.

FY 2016 Fees – Bonnie Spencer

Bonnie presented the proposed CDHD Environmental Health Services fees for FY 2016 to be considered by the Board.

Motion: Dr. Ted Epperly moved to approve the FY 2016 CDHD Environmental Health Services fees as presented. Seconded by Betty Ann Nettleton and with no further discussion; motion carried.

Break – Steve Scanlin

Stop Tuition Hikes – Bill Moran

Bill Moran, representing the group StopTuitionHikes.com, shared with the Board their effort in Idaho for a ballot initiative that would increase Idaho's tobacco tax to help fund Idaho's colleges and universities. Public health has a vested interest in increasing the state tax on tobacco as a public health policy, resulting in a reduction in tobacco use and preventing youth from starting.

FY 2015 Strategic Plan Summary Report – Russell Duke

Russ presented the FY 2015 Strategic Plan Summary report, highlighting new programs and success. The Board asked that update reports be color coded so that they have clear visual of what is working and what needs more focus. A new report using color coding has been designed for FY 2016.

FY 2016 – FY 2020 Strategic Plan – Russell Duke

Russ presented the FY 2016 – FY 2020 Strategic Plan to the Board. After discussing the plan, Russ asked for the Board's approval on the strategic plan as presented.

Motion: Dr. Ted Epperly moved to approve the FY 2016 – FY2020 as presented. Seconded by Betty Ann Nettleton and with no further discussion; motion carried.

Director's Report – Russell Duke

We should receive the Office of Performance Evaluations report the middle of next week for review and to provide any technical comments on the report. The Board asked for an executive summary of key points for their review. The final report will be presented to JFAC on December 8.

Executive Session – Steve Scanlin

Steve Scanlin requested a motion to go into executive session.

Motion: Commissioner Elt Hasbrouck made a motion to go into executive session under Idaho Statute 74-206 (b) to discuss personnel matters; seconded by Betty Ann Nettleton; confirmed by roll call: Nettleton, Blanksma, Baker, Hasbrouck, Epperly, and Scanlin.

Motion: Commissioner Laura Baker made a motion to come out of executive session; seconded by Dr. Ted Epperly; confirmed by roll call: Nettleton, Blanksma, Baker, Hasbrouck, Epperly, and Scanlin.

Steve called for a motion.

Motion: Dr. Ted Epperly made a motion recommending that Russ receive a 3% base pay increase and a \$5,000 bonus. With Russ' 2016 goals, Russ will work with Steve Scanlin to get them to 5 practical goals that are

measurable and inclusive of all counties; and the Board will base a bonus incentive on that next year. Seconded by Commissioner Elt Hasbrouck. It was recommended to have at least one goal per county. No further discussion; motion carried.

Adjournment – Steve Scanlin

No further business was brought before the Board; meeting adjourned at 12:47 p.m.

Respectfully submitted:

Date

Steven F. Scanlin, Board Chair

Russell A. Duke, Secretary