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“Healthy People in Healthy Communities”

**Central District Health Department Board of Health Meeting**  
**707 N. Armstrong Place, Boise, Idaho**  
**Friday, April 12, 2019 ~ 8:30 a.m. to 12:00 p.m.**

**Board Members**

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

**Staff**

Russell A. Duke, District Director	Kimberly Link	Michele Hanrahan
Donna Mahan, Recorder	Caroline Messerschmidt	Tara Fouts
Bonnie Spencer	Mike Rice	Heather Gagliano
Rob Howarth	Jaime Aanensen	Natasha Ferney
Kris Spain	Dawn Irons	Alexis Pickering
Angela Spain		

**Call Board of Health Meeting to Order – Betty Ann Nettleton**

Betty Ann Nettleton, Board Chair, called Central District Health Department (CDHD) Board of Health meeting to order at 8:30 a.m.

**Retirement: Angela Spain – Russell A. Duke**

Both Russ Duke and Kris Spain recognized Angela Spain for playing a key role in the success of our Senior Nutrition and WIC programs over her years of service. The Board thanked her for her service to CDHD and the community. Angela appreciated the opportunity to be a part of the work here at the health department throughout her career at CDHD, which began in 1986.

**Board of Health Minutes for March 15, 2019 – Betty Ann Nettleton**

The March 15, 2019 Board of Health minutes stand approved as distributed.

**Partnership for Success Grant – Caroline Messerschmidt**

Caroline Messerschmidt shared an overview of the five-year Partnership for Success Grant we received from the Idaho Office of Drug Policy. The key objectives by June 2023 are to have a reduction in alcohol use in youth between 12-18 years of age and a reduction in methamphetamine use among Idahoans.

**Hepatitis A: Update – Kimberly Link**

Epidemiology Section Manager Kim Link provided an update on the Hepatitis A outbreak occurring in Southern Idaho. Seven cases of the virus have been reported among Health District 4 residents since January 2019.

SERVING ADA, BOISE, ELMORE AND VALLEY COUNTIES

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Hepatitis A is a viral illness spread person to person that attacks the liver and is a preventable disease through vaccination. The state has declared an outbreak, which has made vaccine readily accessible and available through the State Immunization Program based on key factors. The District is working to address this recent uptick in cases and protecting our most vulnerable community members.

**FY 2019 Financial Reports – Bonnie Spencer**

The FY 2019 Budget to Actual March report reflects that we are 75% through this budget fiscal year. Total revenues are at 79% of the budget. Fees are at 83%; contracts are at 70%; and county contributions are at 98%. Total expenditures are at 67%. Personnel costs are at 73%. Operating costs are at 62%; and capital costs are at 54%. The FY 2019 Cash Balance Statement and Reserve Report at the end of March reflects a total cash balance of \$4,734,024; the reserve fund designations are \$3,869,756 with a cash balance of \$864,268.

**FY 2019 Proposed Budget – Russell A. Duke**

Russ Duke reviewed the fiscal year 2020 proposed budget, addressing questions from the Board. With the State General Fund and the Millennium Fund figures being preliminary in the proposed budget, the Board made a motion to approve the budget and direction on how to address any necessary adjustments.

**Motion:** Dr. Ted Epperly moved that we approve the FY-2020 budget as proposed with the understanding that the State General Fund and the Millennium Fund figures are preliminary and will be adjusted in the budget when final distribution figures are available and any necessary adjustments to balance the budget will be made to the Operational Reserve Fund. Seconded by Commissioner Elt Hasbrouck. No further discussion. All in favor, motion carried.

**Fit and Fall Proof™ – Mike Rice**

Mike Rice, Fit and Fall Proof™ Coordinator, shared how in 2013 we had 13 sites and today we have 33 active locations where volunteers lead the Fit and Fall Proof™ program. This program reduces the fall risks in older adults who participate in this low-impact balance and mobility exercise class. The Board participated in a short routine.

**Resolutions for Idaho Association of District Boards of Health (IADBH) 2019 – Russell A. Duke**

The Board provided feedback on the following draft resolution to be presented at the IADBH Business meeting in June.

- To Reduce Firmarm-Related Injuries and Suicide in Idaho;
- To Support Raising the Minimum Age of Legal Access and Use of Tobacco Products in Idaho to Age 21;
- To Support Awareness, Education and Prevention of Suicide;
- To Support the Recognition of Senior Cognitive Health as a Public Health Issue;
- To Support the Prevention of All Tobacco Products, Including Electronic Nicotine Delivery Systems (Ends) on All School Grounds;
- To Oppose the Legalization of Recreational (Non-Medical) Marijuana; and
- To Support Evidence-Based Home Visitation in Idaho.

The Board made a motion on our two resolutions to be submitted for consideration at the IADBH Business meeting.

**Motion:** Dr. Ted Epperly made a motion to move forward the Resolution to Reduce Firearm-Related Injuries and Suicide in Idaho. No second, motion dies.

**Motion:** Dr. Ted Epperly made a motion to move forward the Resolution to Support Raising the Minimum Age of Legal Access and Use of Tobacco Products in Idaho to Age 21. Seconded by Jane Young. No further discussion; all in favor; motion carries.

**District Director's Report – Russell A. Duke**

- Pre-budget Commissioners Meetings: Russ will meet with our county commissioners between now and May 10 to review the proposed budget.
- Budget Hearing: This year District 4's Budget Hearing will be chaired by Elmore County, with the meeting taking place at our Mountain Home office on May 10 at 10 a.m.
- Idaho Association of District Boards of Health Annual Conference: Please let Donna know today if you plan on attending. The conference is on June 19 and 20 in Lewiston.
- National Association of Local Boards of Health: This year's conference will be in Denver, Colorado, August 14-16. Please let Donna know no later than May 10 if you plan on attending.

**Executive Session: Pursuit of ID 74-206 (1)(b) – Betty Ann Nettleton**

Betty Ann Nettleton called for a motion to go into Executive Session at 11:36 a.m. to discuss personnel matters in accordance with I.C. § 74-206 (1)(b) by roll call.

**Motion:** Dr. Ted Epperly moved to go into Executive Session under Idaho Statute 74-206 (1) (b) to discuss personnel matters; seconded by Elt Hasbrouck; confirmed by roll call: Young, aye; Epperly, aye; Hasbrouck, aye; Blanksma, aye; and Nettleton; aye.

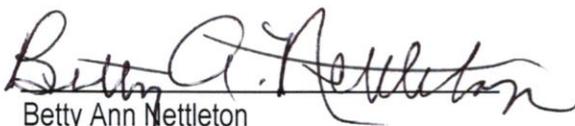
At 12:15 p.m., the Board returned to regular session.

**Motion:** Dr. Ted Epperly made a motion to approve a 3% salary increase and a 2.2% merit increase for Russ Duke. Seconded by Megan Blanksma; no further discussion; all in favor; motion carried.

**Adjournment – Betty Ann Nettleton**

No further business was brought before the Board; meeting adjourned at 12:17 p.m. Next meeting will be held on Friday, May 10, 2019, in Mountain Home.

**Attest:**

  
Betty Ann Nettleton  
Board Chair

  
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Russell A. Duke, District Director  
Secretary to the Board

Board Minutes approved on 5/10/19.