

**SOUTH CENTRAL PUBLIC HEALTH DISTRICT
Budget Hearing and Board of Health Meeting
May 20, 2009**

County Commissioners Present:

Dan Stapelman, Minidoka County
George Urie, Twin Falls County
Tom Faulkner, Gooding County
Larry Schoen, Blaine County (teleconf)
(Proxy given to Linda Montgomery –
Jerome County)

Board Members Present:

Everett “Buck” Ward
Tom Faulkner
Marvin Hempleman
Linda Montgomery
Don Clark
Marypat Fields (teleconference)
Angenie McCleary
Peter Curran

Board Members Excused:

Don Billings

District Staff Present:

Rene LeBlanc, Director
Bonnie Spencer, Deputy Director
Merl Egbert, Environmental Health Director
Tom Machala, Communicable Disease Prevention Director
Maggi Machala, Community Health Director
Jeff Pierson, IT Manager
Amy Lierman, Public Information Officer
Karyn Goodale, Public Health Preparedness Manager
Kathlyn Egbert, Management Assistant
Cheryle Becker, Epidemiology Manager
Mary Jensen, Public Health Nurse, Sr.

Budget Hearing

The Budget Hearing was called to order by Dan Stapelman, Minidoka County Commissioner Chairman, at 1:35 P.M.

The proposed FY-2010 budget in the amount of \$7,036,509 (including county contributions of \$1,011,668) was presented. *(For the record, legal requirements for the meeting were met. A public hearing notice was published in the newspaper serving all eight counties. No visitors attended the public hearing; therefore, no public comment was provided.)*

In accordance with Idaho Code 39-423, “The chairmen of the Boards of county commissioners located within the public health district are hereby constituted as the budget committee of the public health district...a budget for the public health district shall be agreed upon and approved by a majority of the budget committee. Such determination shall be binding upon all counties within the district and the district itself.”

MOTION (made by Mr. Faulkner, second by Mr. Urie): “I move we approve the fiscal year 2010 budget as proposed by South Central Public Health District.” Motion passed unanimously.

MOTION (made by Mr. Faulkner, second by Mr. Urie): “I move that we adjourn the South Central Public Health District budget hearing.” Motion passed unanimously.

As there were no additional comments or discussion, the budget hearing was adjourned at 1:40 P.M. Mr. Ward thanked the Commissioners for their attendance and for their continued support of public health.

Retirement plaques were given to Tom and Maggi Machala who are retiring from South Central Public Health District. Dan Kriz (not present) was also recognized for his service to the District upon his retirement effective in July.

Board of Health Minutes

The Board of Health meeting was called to order by Mr. Ward at 2:10 P.M.

MOTION (made by Mr. Hempleman, second by Mr. Faulkner): “I move that the minutes of the April 22, 2009, meeting be approved.” Motion passed unanimously.

Ms. Egbert reported that Mr. Clark and Ms. Fields were approved unanimously by all counties for reappointment to the Board.

Nominations Committee

The nominations committee consists of Ms. Montgomery and Ms. Fields. They will bring their nominations for Board of Health officers to the June meeting.

Operations Report

The financial report through April was reviewed by Ms. Spencer. Revenues are at 79% of budget and includes the small reserve draw. Expenditures are at 75%. As of the end of April, we are at 83% of the fiscal year. Contracts are down in Community Health and Environmental Health. Fees and donations are also down in Environmental Health. Personnel expenditures are at 80%. Capital outlay is at 58%; two servers that were budgeted were not purchased, but we built our own for a considerable savings. The parts are being totaled and will then be capitalized. The Cash Balance Report shows a pass-through account balance of \$850,570.

Ms. Spencer reviewed the proposals for changes in the district fees and charges policies for FY 2010 (Policy .150 Establishing Health District Fees and Charges, Policy .151 Assessing Individual Client Fees, and .152 Client Account Collections). Changes in fees were made only made in the Family and Child Health Services programs (formerly Communicable Disease and Prevention). A new protocol added states: “Client fees may be waived in rare instances for special circumstances but only with prior approval from the Division Director/Administrator or the Deputy Director/District Director and complete documentation.” Fees will now be based on either Title X Family Planning or District Care guidelines. Changes in actual fees assessed for procedures, pharmaceuticals, vaccine administration, and vaccine were reviewed. The sliding fee scale was eliminated for immunization services; and actual vaccine costs are charged to the client. The state lost its universal status; but we don’t know what the outcome of the Vaccine for Children program will be.

Changes in the Environmental Health fees (Protocol D) include a reduction in the consultation fee and an increase in food control inspections (phased in over the next two years). The only change to Other Community Service fees includes the decrease in consultation fees. The only change to Policy .152 Client Account Collections policy includes the addition of “Requests for client balance adjustments and payment deferrals must be documented fully and referred to the Financial Technician or Financial Specialist Sr., who will review then submit the requests to the Division Director/Administrator and Deputy Director/District Director for approval.”

MOTION (made by Mr. Hempleman, second by Ms. Montgomery): “I move that we adopt the fees and charges policies as presented.” Motion carried.

Ms. Spencer gave an update on the progress of the Gooding facility. Mr. Lively, architect, reported that he is 60% done with the drawings and hopes for going to bid on July 1. He had received notice that we would need to pay a tap in fee for the sewer line. Ms. Spencer will contact Gooding City about this as we are putting in the line.

Administration Report

Mr. LeBlanc reviewed the new district organization charts which will be effective on July 1, 2009. All the clinical and public health nursing programs have been merged into one division (Family and Children’s Health) under a Public Health Division Administrator. The Health Promotion functions will be merged with the Public Health Preparedness program manager. Other areas stay the same.

After prior Board review of the updated hiring policy (changes to position titles and forms), the Board was asked if they had any comments or changes before signature by Mr. Ward.

MOTION (made by Ms. Montgomery, second by Mr. Faulkner): “I move that we adopt Policy .275 Hiring of New and Established Positions.” Motion carried.

Mr. LeBlanc informed the Board that the County Commission Budget Proposal meetings went very well this year. Senior staff in the offices represented the District well and are appreciated by the County Commissioners. We asked for a 0% increase for the FY 2010 budget.

IAB Resolutions

The pending IAB Resolutions were reviewed and discussed by the Board:

Waterpipe Tobacco Smoke – support

Motorcycle Helmet Law – support (suggested amending to include ATVs)

Support for Septic System Design – support

Prescriptive Medications Delivery – support with changes: recommended taking out authorization for medical assistant to dispense medications; TB medication delivery needs to be monitored by an RN; medication dispensing needs to be done by no one less than an RN.

Preference to Hire Non-Smokers – oppose, discriminatory

Encourage Healthy Lifestyles Incentives – support

Immunization Requirements at School Entry – add a “whereas” to address home school student participation in public schools

Immunization Requirements of Licensed Childcare Programs –Home school/tie to fed \$

Legislative Intent Language in Appropriation Bills to PHD – Oppose (rethink timing)
Agendas for the IAB meetings were reviewed. Proxy forms were signed for chosen representatives to vote via conference call at the business meeting.

H1N1 Influenza Update

Cheryle Becker presented information on the Novel H1N1 Influenza situation (Swine Flu) from CDC and WHO. There is currently no immunity in the population or vaccine for this strain of influenza. The strain is pretty mild so far but could mutate and become more aggressive by next flu season. Prevention is the key to decrease the spread (cover cough, wash hands, and stay home if sick). Maps showing numbers of cases and deaths worldwide were reviewed with nine confirmed cases in Idaho. The state laboratory is now able to confirm H1N1 influenza so we don't need to send specimens to CDC. We have received our allotted SNS shipment of antivirals and personal protective equipment.

Free HIV Testing Day

Mary Jensen provided information on the District's plan to conduct free HIV testing clinics in conjunction with the National HIV Testing Day. The State has given us free testing devices for testing people in our communities. Clinics are scheduled for June 26 in Twin Falls and Jerome by appointment only. Public announcements will be made.

MOTION (made by Mr. Faulkner, second by Mr. Hempleman): "I move that we go into executive session as authorized by Idaho Law 67-2345 for the purpose of discussing employee or real property issues.

The Board returned to regular session at 3:40 p.m.

MOTION (made by Ms. Montgomery, second by Mr. Hempleman): "I move that the director's performance evaluation be addressed at the June meeting." Motion carried.

Board meeting adjourned at 3:45 p.m.



Everett "Buck" Ward
Board Chairman

Attest: 

Rene R. LeBlanc, Director
Secretary to the Board

Board Minutes approved on 6/24/09