

**SOUTH CENTRAL PUBLIC HEALTH DISTRICT
BOARD MEETING
June 24, 2009**

Board Members Present:

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

District Staff Present:

Rene LeBlanc, Director
Bonnie Spencer, Deputy Director
Cheryle Becker, Family and Children’s Health Administrator
Merl Egbert, Environmental Health Director
Lisa Klamm, Immunization Coordinator
Karyn Goodale, Public Health Promotion /Preparedness Manager
Amy Lierman, Public Information Officer
Kathlyn Egbert, Management Assistant

Board Members Excused:

Don Billings

Guests:

Minutes

The Board of Health Meeting was called to order by Mr. Ward at 1:35 p.m.

MOTION (made by Mr. Hempleman, second by Mr. Billings): “I move that we approve the minutes of the May 20, 2009, Board meeting with correction as discussed (change director compensation to director evaluation in motion.)” Motion carried.

Information on the new WIC eligibility guidelines and the FY2010 compensation schedule matrix were reviewed.

Operations

Ms. Spencer reviewed the May Financial Report. A reserve draw was made in May as our revenues were under total expenditures. The current draw for the carryover is \$140,053. Personnel expenses in May were a little heavier than usual due to the three pay periods in the month. Overall, revenues and expenditures are a little under the budgeted level at 85.81% (May represents 91.67% of the fiscal year). Environmental Health fees are below budget particularly in the child care and land development programs. WIC contract revenues have increased, and it is difficult to provide all of the budgeted services. The pass-through account balance is at \$391,342.

The estimated carry-over balance at the end of the fiscal year is \$250,000 to \$300,000. Ms. Spencer will come back to the Board in August with the final amount and some proposals for one-time expenditures.

There have been delays on the Gooding facility plans so the date for going out to bid is now the end of July.

Administration

The proposed calendar for FY 2010 was reviewed. It has been proposed by District 7 to host IAB in June, August, or September.

MOTION (made by Mr. Hempleman, second by Ms. Fields): “I move that we accept the meeting calendar as presented.” Motion carried.

Mr. LeBlanc reviewed the minutes of the recent IAB business meeting. Most of our Board members joined via conference call. Results of participating on the conference call varied as many were not able to hear most of the discussions. Mr. LeBlanc will be presenting at JFAC during the next legislative session.

Mr. LeBlanc reviewed his letter to the State Department of Financial Management outlining how our District met the 5% personnel cost reduction for FY 2010. Fortunately we were able to do this through normal attrition of staff through retirement or resignation and reorganization (position eliminations and position reclassifications). We are still looking for a nurse practitioner for the Twin Falls office.

Amendments made to the open meeting laws during the last legislative session and effective July 1, 2009, will require changes in the way we amend agendas and make motions to go into executive session. Business to be conducted in executive session was also tightened up. The minutes of executive session are to be summarized and “not contain information sufficient to compromise the purpose of going into executive session” and be included in the regular session minutes.

Mr. LeBlanc announced the promotion of Cheryle Becker to the Family and Children’s Health Administrator position. She will be over all clinical services for the District. Health promotion programs were reassigned to Karyn Goodale, Program Manager.

Childhood Immunizations

Lisa Klamm, Immunization Coordinator, updated the Board on the Idaho’s Vaccines for Children (VFC) transition. As of July 1, 2009, the State of Idaho will change the immunization program from universal status to VFC and will supply vaccine only to children who qualify (Medicaid, no insurance, underinsured, American Indian, or Alaskan Native). Health Districts will now have to privately purchase vaccine for those children not eligible for VFC, along with refrigerators to keep the vaccine separate. Many private providers have indicated they will no longer be doing immunizations because of the new costs, limitations, and requirements. Appointments for clients with insurance that pays for immunizations will require that records be analyzed in great detail and vaccine be ordered in advance. There will be a two week waiting period for these clients, and payment will need to be made in advance. A flyer has been produced to inform the public about the change in the childhood immunization program and the projected costs per recommended visit. The financial impact on families may force parents to pick and choose which vaccinations they feel

they can afford. Idaho currently ranks at the bottom for childhood immunizations; and Ms. Klamm said the most important thing we can do as a public health agency is to educate the public at every opportunity about the importance of immunizations. Mr. LeBlanc is working with John Hathaway, IDHW, to bring together our regional health care partners to discuss organizing a purchasing pool to reduce the cost of the vaccines. Information will be sent to the schools for dissemination to parents at school registration.

In other business, Mr. LeBlanc presented the idea of using carry-over dollars to enlarge the Clark Conference Room by removing a wall and installing a door to more adequately house Board meetings. Board members proposed getting smaller chairs and table or using the Katz Conference Rooms.

Family and Children's Health (FCH)

Ms. Becker, new FCH Administrator, updated the Board on the status of recruiting for a Nurse Practitioner for the Family Planning program. Currently a Physician Assistant has expressed interest in the position; in the meantime, other part-time Nurse Practitioners are covering for Twin Falls clinics.

The H1N1 (Swine Flu) has resulted in five positive cases with no deaths or hospitalizations in Idaho. We were able to test our Emergency Pandemic Influenza plans and have received vaccine and supplies from the Strategic National Stockpile to use in the event of an outbreak.

SCPHD has seen a significant increase in the number of new refugees being seen in clinics.

Environmental Health

Mr. Egbert reviewed the status of environmental staff and programs in light of the current economic climate. Revenues are down in the lands and child care programs. The work load changes are being handled by using the Environmental Health Specialists as generalists. With the passage of the Food Fee legislation, the seven health districts are working together to apply the fees consistently across the state using the new tiered fee schedule. In other legislative actions, the health districts were written out of the Daycare program, but we will be bidding on the contracts. The city/county day care ordinances can be more stringent than the state. Negotiations are taking place with the Plumbing Bureau on the regulation of gray water systems.

Mr. Egbert presented a draft policy regarding subsurface system installer licensing. The policy would require a licensed and bonded individual be physically on site during the installation of a septic system. The Board authorized Mr. Egbert to send information to County Commissioners and installers and proceed to write the policy to be put on the agenda for the next Board meeting.

Public Health Promotion and Preparedness

Ms. Goodale is currently in negotiations with IDHW for the Fit and Fall, Asthma, and Oral Health contracts and has been reminded of some of the barriers and challenges. She is currently working with other health promotion managers on how we are going to evaluate the tobacco cessation

contract since BSU will no longer be evaluating it. Each district will do separate evaluations and then aggregate the data for submission to the Millennium Committee.

On the Public Health Preparedness side, the ASPR Allotment VII funds have been allocated to the hospitals. Negotiations are in process for the ASPR and PHP contracts. It is anticipated that there will be a requirement to conduct two H1N1 vaccination clinics. Health Education Specialists may be asked to help with some of the PHP contract activities.

Board Reimbursement

Compensation and mileage reimbursement for full-time county commissioners serving on the Board was discussed. SCPHD has not been reimbursing or paying full-time county commissioners as they are being paid for that same time by the county. A survey of other health districts showed that they were paying and reimbursing mileage for their commissioners' attendance at meetings. Consensus is that the health district will reimburse mileage.

Other Business

The report from the Nominations Committee will be put on the August agenda.

MOTION (made by Ms. Fields, second by Ms. Montgomery): "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." Motion carried.

Regular session was reconvened at 4:45.

MOTION (made by Mr. Hempleman, second by Ms. Montgomery): "I move that we give Mr. LeBlanc a 1% salary increase." Motion carried

Mr. LeBlanc reported that the federal Family Planning audit went very well.

MOTION (made by Ms. Montgomery, second by Ms. Fields): "I move that we adjourn." Motion carried.

Meeting adjourned at 5:15 p.m.



Everett "Buck" Ward
Board Chairman

Attest:



Rene R. LeBlanc, Director
Secretary to the Board

Board Minutes approved on

8/26/2009