

**SOUTH CENTRAL PUBLIC HEALTH DISTRICT
BOARD MEETING
October 28, 2009**

Board Members Present:

Everett “Buck” Ward
Marvin Hempleman
Linda Montgomery
Marypat Fields
Tom Faulkner

District Staff Present:

Bonnie Spencer, Deputy Director
Cheryle Becker, Family and Children’s Health Administrator
Merl Egbert, Environmental Health Director
Karyn Goodale, Public Health Promotion /Preparedness Manager
Jeff Pierson, IT Resource Manager
Amy Lierman, Public Information Officer
Eric Myers, Facility Foreman
Evard Gibby, Environmental Health Specialist
Kathlyn Egbert, Management Assistant

Excused:

Don Clark
Angenie McCleary
Peter Curran
Rene LeBlanc

Guests:

Pest Abatement Board Members:
John Snelling
Theresa Strolberg
Erik Wenneger
Kirk Tubbs

Minutes

The Board of Health Meeting was called to order by Mr. Ward at 1:30 p.m.

The Board recognized Mr. Gibby for his 30 years of service to the State and to the District.

Pest Abatement

John Snelling from the Twin Falls County Pest Abatement District presented information and background of the pest abatement district. Their mission is to protect the health and socio-economic well being of the citizens of Twin Falls County from harmful vectors and other pests, employing environmentally sound abatement practices. Their main focus this summer has been treating for black flies and mosquitoes and trapping mosquitoes to test for West Nile Virus. They feel a close partnership between the Health District and themselves is vital to provide information to the public and to respond to West Nile cases in a timely manner. Mr. Gibby is a member of the abatement district and is the liaison between the two entities.

Board Business

MOTION (made by Ms. Montgomery, second by Ms. Fields): “I move that we approve the minutes of the September 23, 2009, Board Meeting.” Motion carried.

The Minidoka County Commissioners sent in their nomination of Cheryl Juntunen to serve as the Board member representing their county. Letters to the other County Commissions will be sent for their approval.

Policies needing review and signature by the Board Chairman were discussed.

MOTION (made by Ms. Montgomery, second by Ms. Fields): “I move that we approve the changes made to Policy .013 Board Member Orientation and Ongoing Training.” Motion carried.

The District’s Policy .227 Family Sick Leave adheres to the State policy. Ms. Spencer was asked to ask someone at the State level if their interpretation of “spouse” includes other domestic partners. After the suggested revision, the policy can be brought back for approval.

MOTION (made by Ms. Montgomery, second by Ms. Fields): “I move that we approve Policy .228 Reimbursement of Employee Moving Expenses.” Motion carried.

MOTION (made by Ms. Montgomery, second by Ms. Fields): “I move that we approve Policy .230 Harassment-Free Workplace be approved as amended.” Motion carried.

MOTION (made by Ms. Fields, second by Ms. Montgomery): “I move that we approve Policy .233 Salary Administration.” Motion carried.

MOTION (made by Mr. Faulkner, second by Mr. Hempleman): “I move that we approve Policy .234 Employee Travel.” Motion carried.

Operations

Ms. Spencer reviewed the September Comparison to Budget report. Environmental Health, PHP, and interest revenues are below budget. The budget revision will reflect lower budget revenue projections in Environmental Health and interest. Expenditures are on budget with personnel down and operating up. The cash balance report shows about \$219,000 from the carryover balance being added to the building fund. The pass-through account balance is \$646,084. The Diversified Bond Fund continues to outperform the JEPF Fund.

The budget revision includes an increase in contracts of \$810,405 (primarily H1N1). New contract revenues include Pool and Spa Safety Inspections, Adolescent Pregnancy Prevention, No Sun for Baby, ASPR Flu, H1N1, and Medical Reserve Corps. Revenues were decreased for the \$72,900 State holdback which has been sent back to the State. Expenditures were increased by \$676,843 mostly due to operating expenses to meet the H1N1 contracts. Personnel expenses were increased to cover overtime and temporary staffing for vaccination clinics. General Capital Outlay increases were included to cover vehicles, generator/UPS, and trailers for POD supplies.

MOTION (made by Mr. Hempleman, second by Ms. Montgomery): “I move that we approve the budget revision as presented.” Motion carried.

Mr. Myers showed pictures of the construction progress of the Gooding facility and remodel results of the Jerome facility. Good progress is being made on both projects. A generator for the Twin Falls office has been purchased and installed for the data center and vaccine refrigeration backup.

H1N1 Update

Cheryle Becker updated the Board on the status of the H1N1 vaccine shipments and clinics. Vaccine (in three formulations) is being shipped to the State in smaller quantities than anticipated. We have used about 1,800 doses at the first two school vaccination clinics. We are giving immunizations to anyone in the target population groups (pregnant women, families with infants under the age of six months, health care workers, children up to the age of 24, and anyone with a compromising health condition aged 24 to 64). We have given about 1,000 doses of vaccine to private providers and will continue to do so as we receive vaccine (particularly to clinics who see pregnant women and those with asthma). We will be doing high-risk clinics in the District offices and continue to do on-site school clinics (pregnant WIC clients, students with care plans, referrals from doctors). FEMA's Disaster Assistance Fact Sheet for Pandemic Influenza was given to the Board members and summarized by Ms. Spencer.

Ms. Montgomery commended staff on the professional and efficient manner in which District staff are handling the school district clinics.

Administration

Ms. Spencer provided information on the IAB resolution concerning prescriptive contraceptives and TB medications delivery. The Health Districts support changes in rules in the Board of Pharmacy and Board of Nursing codes (54-1721. Unlawful Practice) to allow RNs employed by public health districts to distribute pre-packaged contraceptives antibiotics, and TB medications upon order from a licensed clinician within that public health district.

The NALBOH Western Region Board Member of the Year agenda item was not discussed as information had not yet been received.

The annual Legislator/Commissioner meeting was scheduled for November 18 but was changed to November 19 due to conflicts with legislator schedules. Plans are to highlight the school district PODs, H1N1 efforts, and brief division reports.

Environmental Health

Mr. Egbert has been working on a policy regarding septic installer registration. The emphasis on the policy is to see that all subsurface waste water systems being installed in the district be physically overseen by at least one individual on site who has passed the installer's exam and is covered by an installer's bond (personal, for, or corporation). The installer must also have to maintain their level of education by attending a refresher class at least once every three years. The way the regulations are written now, the person, firm or corporation is defined as the installer and is required to take the exam and receive the continued education. This has caused confusion and needed to be clarified. This policy will be submitted to the State to be included in their negotiated

rule making next time it is opened. In the meantime, the District can approve the policy as soon as it is determined to be DEQ approved and legally defensible.

MOTION (made by Mr. Hempleman, second by Ms. Fields): “I move that we support the direction that Mr. Egbert is taking in developing the policy on septic installer registration.” Motion carried.

Recent legislation took the health districts out of the day care regulations. Health and Welfare has put up the contract up for an RFP for the bid process. Currently the Health Districts are the only entity looking at bidding for the contract. After a conference call with Health and Welfare and the Environmental Health Directors, negotiations are looking good. The new regulations will be in effect on January 1, 2010. Under the new contract, provider management and primary complaint investigation would be added to current responsibilities.

MOTION (made by Mr. Hempleman, second by Ms. Montgomery): “I move that we adjourn.” Motion carried.

Everett "Buck" Ward

Everett “Buck” Ward
Board Chairman

Attest:

Rene R. LeBlanc

Rene R. LeBlanc, Director
Secretary to the Board

Board Minutes approved on November 19, 2009