

**SOUTH CENTRAL PUBLIC HEALTH DISTRICT
BOARD MEETING
January 27, 2010**

Board Members Present:

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

District Staff Present:

Rene R. LeBlanc, Director
Bonnie Spencer, Deputy Director
Cheryle Becker, Family and Children’s Health Administrator
Merl Egbert, Environmental Health Director
Karyn Goodale, Public Health Promotion /Preparedness Manager
Amy Lierman, Public Information Officer
Eric Myers, Facility Foreman
Kathlyn Egbert, Management Assistant
Georgia Ford, PHP Manager

Excused:

Peter Curran

Guests:

Tami Pearson, PHP Planner
Yvonne Humphrey, Office Services Supervisor
Mary Belle Anderson, Nurse Manager

Minutes

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

The Board recognized staff for their service to the State and to the District (Tami Pearson, 5 years; Yvonne Humphrey, 5 years; and Mary Belle Anderson, 25 years).

Board Business

MOTION (made by Mr. Hempleman, second by Ms. Montgomery: “I move that we approve the minutes of the November 19, 2009, Board Meeting.” Motion carried.

Administration/Legislative Update

Mr. LeBlanc reviewed the Governor’s budget recommendations and the Legislative Budget Book. We expect to incur an additional 13.6% budget cut in FY 2011 (\$135,000 reduction plus the loss of the Millennium Fund for a total of \$165,000). The two year total reduction for us is about \$400,000. Mr. LeBlanc will be presenting to JFAC this year and will report on what the health districts have done to make up for the losses in funding. The Board will probably need to meet in a special meeting this spring to discuss moving into Services Category 3 – Contracts to balance our budget. Family Planning, Immunizations, and HIV-STD programs consume a large portion of the general funds available. We will need to be creative this year.

Mr. LeBlanc presented information on legislation of interest to public health: Pharmacy Law, Immunization – HB 432 Vaccine Funding bill, SR 114 Legislature rejection of a Public Health District 1 rule; Childhood Immunization Policy Commission provision; RS 19172C2 Childcare

Protection; Regulation of Residential Septic Tanks and Septic Systems; and RS 19228 IRIS Opt-Out Program.

The Public Health District's JFAC presentation will be presented to Board of Health Trustees and interested commissioners at the IAC Conference on February 3. A draft copy of the presentation was given to Board members for their input. Final presentation to JFAC will be on February 16 to JFAC.

Southwest District Health's Board supported a 0% county contribution request for FY 2011. With decreased State funding, reduced contracts and fees, Mr. LeBlanc hopes we can get level funding from our counties.

SCPHD has several medical consultants on the payroll. With our decreased funding, Mr. LeBlanc is considering cutting some of the positions and consolidating services under appropriate physicians (currently Dr. Rand, infectious diseases; Dr. Fullmer, TB; Dr. Halverson, Family Planning; and Dr. Katz, Pediatrics). His recommendation is to cut the Pediatric Medical Consultant at the end of the fiscal year as we do not have Children's Special Health Programs now, and Dr. Rand and/or Dr. Halverson are qualified to handle any pediatric concerns. We should have a better idea of where finances are by April at which time a decision could be made.

Carl Hanson, Rupert Memorial Hospital Administrator, has expressed interest in purchasing our district office in Rupert for office space for physicians. We lease the land from the hospital but own the building that houses three staff. Immunizations and Environmental Health are the main programs conducted. Staff and services could be moved into the Burley office. The Minidoka County Commissioners have expressed no concerns with this proposition. Ms. Montgomery requested a report for the next Board meeting of how many people are served in the Rupert office. The possibility of offering immunizations clinics at another location in Rupert was discussed. Perhaps the hospital could provide a space for us to do clinics twice a month as part of the negotiation. An optimistic plan would be to consider building a facility in five years on the north side of Burley to serve both counties. Mr. LeBlanc is to get an appraisal on the building for the next Board meeting.

Mr. LeBlanc proposed a change to our Vision Statement to include NACCHO's operational definition. The Guiding Principles and Values remain unchanged.

MOTION (made by Ms. Montgomery, second by Mr. Hempleman): "I move that we adopt the revised Vision Statement as presented." Motion carried.

Operations Report

Ms. Spencer reviewed the financial report for November and December. Overall, revenues and expenditures are doing well with H1N1 contract revenues boosting the revenues. We did a reserve draw in October to cover expenditures leaving our cash balance low. Contract billings in October were not made due to all staff involvement in H1N1 processes, so we had double contract revenues in November and December along with the H1N1 funding. Fees have increased in the Food Program. In October we showed a reserve draw to balance the expenditures and revenue; now the revenues are up, and we show the money back in the reserves. At the end of the year we will show

a reserve draw in the amount to balance revenues and expenditures as necessary. The cash balance is \$652,109. The Building Fund Reserve reflects expenditures for the Gooding facility.

The JEPA and Diversified Bond Fund Accounts Comparison report continues to show the Diversified Bond Fund outperforming the JEPA Fund (3.29% vs 0.28%).

The quarterly personnel report shows a big increase in staff due to the temporary hiring of nurses and clerical staff to support the H1N1 clinics (47 positions, 28 FTEs). They will all be terminated the end of January. We had a total of 21 expired appointments, and 7 vacant positions as of December 31, 2009.

Ms. Spencer gave an update on her Work Climate Assessment project. Meetings started in September with team members gathering resources to build the assessment. Survey questions were sorted, edited, and ranked to create the survey tool. Categories include organization questions and supervisory and senior management effectiveness. It has been decided to sort results only by Twin Falls and satellite offices rather than by division or supervisor to maintain confidentiality. A few staff piloted the survey tool and completed a questionnaire; responses were evaluated. Based upon that input, the work group would like to use an outside entity to administer the survey and tally results. Consensus was that CSI would be a good option.

MOTION (made by Ms. Fields, second by Ms. Montgomery): “I move that we find a third party to administer the survey, preferably from CSI or Boise State.” Motion carried.

Eric Myers presented a slide show of the progress being made on the Gooding facility. We anticipate moving on March 11 and 12, 2010. Change orders have increased the cost of the building by about \$12,000 (Idaho Power site work, increased building permit fees, wiring for handicap access doors, radon barrier).

H1N1 Summary

Ms. Ford briefed the Board on the recent school H1N1 vaccination clinics (PODs) and our in-house clinics. Between the PODS and in-house clinics, we administered about 23,000 doses based on CDC priority criteria. About 10,000 doses have been given to hospitals, physicians, and pharmacies. Between October 16 and December 9, we had 24 PODs at schools and had good coordination with school superintendants, staff, and volunteers. We notified the County Disaster Coordinators, the EMS quick response units, and local law enforcement in the event we needed their services. School facilities were assessed for best clinic flow; set up and tear down averaged less than 30 minutes each; and clients were in and out in 16-23 minutes. PODs and clinics were communicated with the public through our District website and press releases; and we used a hotline and call center for scheduling in-house appointments.

Ms. Becker described the process of vaccine management based on very little vaccine to abundant vaccine. It was decided to start with a small school district that had been closed due to H1N1 illness; we had enough vaccine to immunize those who expressed interest. As more vaccine was received, in-house high risk clinics were started and vaccine given to obstetricians and other physicians to immunize those who were at the highest risk. Additional school PODS were scheduled as more vaccine was available along with dispensing to hospitals, physicians, and

pharmacies. We currently have a surplus of vaccine, and interest in getting vaccinated is dwindling. Some of the vaccine was recalled and some have expiration dates starting in March. Ms. Becker shared a Influenza Surveillance report showing the number of documented cases of H1N1 in Idaho with related statistics.

The Board would like to recognize staff efforts and success in the recent H1N1 campaign. Consensus is to invite temporary employees to our upcoming General Staff Day on April 2 to be recognized along with staff.

Family and Children's Health Report

Ms. Becker informed the Board that the District has decided not to fill the full-time Nurse Practitioner position. We will continue to look for someone who can see Family Planning clients one day per week. During the next year we will look at the District Care Model to see if there are advantages of using District dollars and charging the individual rather than using Title X funding.

Funding for the State's Vaccine for Children program is still pending a decision of vaccine being purchased by insurance companies. A meeting for discussion and planning will be held in Boise next week. A recent audit in Burley resulted in a poor evaluation due to immunization clinics being cancelled during the H1N1 campaign. We will be adding clinics to serve clients who need to be vaccinated.

The WIC food package has been changed to include fresh fruits and vegetables and baby food (fruits and vegetables only) for infants. WIC clients appreciate these new options. We are looking at a grant to start a peer counseling program for breastfeeding mothers.

We received a Twin Falls Health Initiative Trusts grant to provide free HIV testing for the next 12 months in Twin Falls.

Environmental Health

Mr. Egbert reported that the Public Water and Food Programs and contracts are getting back to normal after a lot of negotiations and number crunching. The Lands program is still slow so two vacant positions will not be filled at this time. We received an FDA grant to send staff to an educational conference

Last year the Health Districts were written out of code in the Day Care program. Health and Welfare has written new rules for how the new code would be administered; they appear to be going through the committees quite well. Our current contract to inspect day cares has been extended to July 1, 2010, with amendments to incorporate the new rules that went into effect on January 1, 2010. The processes to enact the new rules are still under review with the Health Districts being the only entity coming to the table with Health and Welfare. Forms are being modified to accommodate the new codes. Health and Welfare wants to deal with one Health District that will then subcontract with the other districts. Day care provider management will continue to be handled by IAEYC.

The proposed policy (.780 Septic Installer Requirements) will not be submitted for approval at this time, but septic installers will be given the opportunity to volunteer for testing and credentialing.

Two small contracts were signed last fall. We just completed the CPSC contract to inspect the drain safety of 51 swimming pools. The contract (AARA) to inspect the phosphorous content in 20-25 septic systems will begin in about two months.

Health Promotion and Preparedness

Ms. Goodale reported that tobacco cessation activities will come to an end by the end of June with the loss of the Millennium funding next year. We are scheduling cessation classes for youth appointed by the 5th Judicial Court in Twin Falls and Burley, with other counties pending.

Magic Valley Safe Kids received an \$8,000 grant to purchase car seats and will be contracting with us to teach classes and distribute car seats to our WIC clients.

The Senior Fit and Fall Proof classes have been filled with great volunteer leaders; however, three volunteer leaders have left; recruiting, training, and retaining new leaders are a challenge. A “Train the Trainer” class is scheduled for February 19, so referrals from Board Members were requested.

Board Assessment

As a member of the Work Climate Assessment team, Ms. Montgomery recommended that the Board also be assessed by senior staff. Proposed questions were presented for review. Ms. Fields thought a Board self-assessment would be the place to start and then refine the document for assessment by the County Commissioners. Ms. Juntunen mentioned that there is a Public Health Board Assessment tool available that syncs with the public health goals. Mr. LeBlanc will research tools for the Board to use. A Board Strategic Plan would also be useful.

Other Business

Mr. Ward announced that he will be retiring from his appointment to the Board. He will inform the Lincoln County Commissioners and have them select a new member. As Trustee and Vice-Chair, Mr. Hempleman will assume the Chair position.

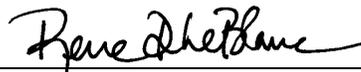
MOTION (made by Mr. Hempleman, second by Ms. Montgomery): “I move that we adjourn.” Motion carried.

Meeting was adjourned at 4:15 p.m.



Marvin Hempleman
Board Chairman

Attest:



Rene R. LeBlanc, Director
Secretary to the Board

Board Minutes approved on February 24, 2010