

**SOUTH CENTRAL PUBLIC HEALTH DISTRICT
BOARD MEETING
March 23, 2011**

Board Members Present:

Marypat Fields, Chair
Linda Montgomery, Vice Chair
Tom Faulkner, Trustee
Don Clark
Terry Kramer
Cheryl Juntunen
Charles Ritter
Angenie McCleary

District Staff Present:

Rene R. LeBlanc, Director
Cheryle Becker, FACH Director
Merl Egbert, Environmental Health Director
Karyn Goodale, PHPP Programs Director
Jeremy St Clair, Financial Specialist
Amy Lierman, Public Information Officer
Kathlyn Egbert, Management Assistant
Craig Paul, Environmental Health Specialist
Elvia Caldera, Health Education Specialist

Excused:

Peter Curran

Guests:

Sandy White, RN, St. Luke's Mountain State Tumor Institute
Kent Alexander, RPh, Dick's Pharmacy
Jeanne Liston, The Hunger Coalition
KMVT
Terry McCurdy, Twin Falls Health Initiatives Trust

Minutes

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

The Board recognized three health heroes for their efforts and accomplishments during 2010:

- Sandy White, RN, for her compassion, endless humor, and ability to comfort cancer patients as a nurse at St. Luke's Mountain State Tumor Institute.
- Kent Alexander, RPh, for his invaluable voluntary help in maintaining records and updating ASPR contract pharmaceuticals.
- The Hunger Coalition, represented by Executive Director Jeanne Liston, for its overwhelming commitment to helping others and making sure no one goes hungry in Blaine County.

MOTION (made by Mr. Ritter, second by Ms. Juntunen): "I move that we approve the minutes of the February 23, 2011, Board of Health meeting with one correction." Motion carried.

Correspondence included a document, "The Source: Twelve Principles of Governance that Power Exception Boards," that Mr. LeBlanc received at the recent NACCHO conference. Also included was the agenda for the District General Staff Training on April 1, 2011.

Mr. LeBlanc displayed the plaque recently awarded to the District by the Project Public Health Ready (PPHR) Oversight Council and the National Association of County and City Health Officials for meeting the project criteria and for outstanding contributions to local public health preparedness efforts. Georgia Ford, Public Health Preparedness Manager, has been invited to facilitate a PPHR workshop with colleagues from NACCHO for Oregon's first PPHR cohort of five counties (Multnomah, Washington, Lane, Crook, and Wasco-Sherman-Gilliam). Oregon would like to use our PPHR application as a model.

Policy Review

The following policies were brought to the Board for review:

- .227 Leave Time
- .228 Reimbursement of Employee Moving Expenses
- .230 Harassment-Free Workplace
- .233 Salary Administration
- .250 Staff Recognition

MOTION (made by Ms. Montgomery, second by Commissioner Faulkner): “I move that we approve policies .228, .230, .233, and .250 for Board Chair signature; Policy .227 Leave Time is to be changed to District Director signature.” Motion carried.

Financial Report

Jeremy St Clair, Financial Specialist, reviewed the February Comparison to Budget report (66.67% of the year). Contract revenues are above budget (70.7%) as well as fees and donations (71.16%). Expenditures are below budget (53.62%) with major budget expenditures not made yet. The RFP for the clinical software purchase should be finalized soon. The current pass-through account balance is \$1,608,272.

Commission Visit Schedule

FY 2012 Budget presentations to County Commissioners have been scheduled. Board members reviewed the schedule to confirm they would be able to attend their respective county session. Budget presentation materials will be emailed to the County Clerk in advance of the meeting.

Legislative Update

Mr. LeBlanc informed the Board that our appropriation bill has not been introduced (\$7,845,100). The Child Care legislation is still being held in committee, and the tobacco tax legislation is not expected to be introduced.

Board Meeting Schedule

The Board discussed the current meeting schedule, time of day, frequency, etc. Consensus was that everyone found the current schedule to be agreeable.

MOTION (made by Ms. Montgomery, second by Commissioner Kramer): “I move that the June Board meeting be held in conjunction with IAB, if one is determined to be needed.” Motion carried.

Funding Formulas

Mr. LeBlanc reviewed the State funding formula that is based on population, poverty rate, county contribution, and public assistance. Our current portion of the \$7,845,100 State funds is \$1,021,222; this amount may change when new numbers that the formula is based upon become available. The Board members discussed how their history of being fiscally cautious has helped the District weather the current economic conditions.

The County contribution formula is in Idaho Code (70% population, 30% taxable market value) and is apportioned among the counties within the health district. A decrease in county funding would result in decreased State funding based on the State’s formula. Graphs comparing funding over the past five years were reviewed.

Twin Falls Health Initiatives Trust

Terry McCurdy, representing the Twin Falls Health Initiatives Trust (TFHIT), informed the Board of our relationship with TFHIT and to solicit support in the future of a community needs assessment. Its bylaws require that they do a community needs assessment every five years. As other agencies are also required to do a similar assessment, TFHIT would like to build a collaborative and find partners to join efforts and provide financial support. It is anticipated that all counties within our District would be assessed and/or benefit from the assessment. As a public health core function and a requirement for accreditation, the Board expressed interest in the community assessment partnership but would first like to see the process and tools before obligating funds.

Productivity Report of Four 10-Hour Work Schedule

Mr. Egbert reported on how some of the Environmental Health staff have utilized the 4-10 work schedule. Staff are able to complete paperwork more timely, perform early morning and evening inspections of businesses, meet with homeowners who are not available during regular work hours, travel without earning comp time, and study for licensure exams. Two staff in Twin Falls and two in the Mini/Cassia area alternate days off so there is coverage at all times. This has benefited clients and staff.

Lisa Klamm, RN, has seen many benefits to working ten hour days, both for the District as well as personally. Parents have appreciated the early and late appointment times for immunizations so their children don't miss school; immunization rates have increased since implementing the new schedule. The ability to conduct case investigations and prepare reports on time has improved. As Ms. Klamm travels throughout the entire district, the extended hours facilitate more work being done with less travel time, resulting in less comp time being accrued. She and her clients love the new work schedule!

Environmental Health Report

Craig Paul, Lands Program Coordinator, provided updated information on the Child Care legislation. The health districts are currently operating under interim rules and will continue to do so until new rules are adopted. A concurrent resolution has been introduced to repeal the current interim rules.

Bed bugs have become a hot topic. The Environmental Division has been receiving an increased number of phone calls concerning them. A fact sheet was prepared to answer common questions and give instructions on how to get rid of them; this fact sheet is posted on the District's website.

Health Promotion Report

Elvia Caldera, Health Education Specialist, shared information on the Senior Fit and Fall Proof™ Program. We receive funding to support seven sites, and we currently have eight sites across the district that offer the exercise programs. A recent training was conducted to introduce the program and exercises to several volunteer class leaders and interns. A thank you lunch for volunteers is scheduled for April 29 in the Katz Conference room.

The Tobacco Cessation classes have shown success with 64 participants from WIC completing the class this past year. There were eight adults who attended the last session; the next adult session begins on April 11. We have partnered with the Snake River Detention Center and the Youth Court system; referrals are made to the cessation classes by these two agencies. There were eight juveniles in the last class, and there are seven scheduled for the next class. National Kick Butts Day was March 23; reader boards at the Magic Valley Mall, College of Southern Idaho, and Middlekauf Auto promoted the cessation efforts for the day.

Other Business

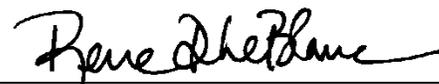
Ms. Becker introduced Stacie Benkula who was recently promoted to the FACH PHPM-1 position (Linda Shaffer will be retiring the end of April). Ms. Benkula will coordinate Family Planning, Early Head Start Nurse-Home Visits, and Health and Safety programs.

**MOTION (made by Commissioner Kramer, second by Mr. Ritter): “I move that we adjourn.”
Motion carried.**

Meeting adjourned at 3:35 p.m.



Marypat Fields
Board Chair

Attest: 

Rene R. LeBlanc
District Director

Board Minutes approved on April 20, 2011