

**SOUTH CENTRAL PUBLIC HEALTH DISTRICT  
BOARD MEETING  
April 20, 2011**

**Board Members Present:**

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

**District Staff Present:**

Rene R. LeBlanc, Director  
Bonnie Spencer, Deputy 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

**Excused:**

Peter Curran, MD

**Guests:**

**Minutes**

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

**MOTION (made by Ms. Montgomery, second by Commissioner Ritter): “I move that we approve the minutes of the March 23, 2011, Board of Health meeting.” Motion carried.**

**Policy Review**

The following policies were brought to the Board for review:  
.410 Idaho Public Records Law

Mr. LeBlanc informed the Board that there were no substantive changes that needed to be made to the policy.

**MOTION (made by Ms. Juntunen, second by Commissioner Kramer): “I move that we approve Policy .410 Idaho Public Records Law for Board Chair signature.” Motion carried.**

A revised Letter of Transmittal for the All Hazards Base Plan and Emergency Preparedness and Response Plan Annexes was introduced and reviewed.

**MOTION (made by Ms. Montgomery, second by Commissioner Ritter): “I move that we formally approve the Letter of Transmittal.” Motion carried.**

**IADBH Registration**

The agenda for the upcoming IAB Conference was reviewed and registration forms completed. Hotel reservations have been made for June 8 and 9, 2011.

**Operations Report**

Ms. Spencer presented the Comparison to Budget report through March (75% of the fiscal year). Our financial position remains strong with the pass-through account balance at \$1,500,985. Major software purchase has not been made using carry over funds from last fiscal year. Revenues are at 81.25%, and expenditures are at 61.08%. Expenditures are expected to pick up by the end of the fiscal year (vehicle and software expenditures). She expects significant savings in Personnel due to vacancies, retirements, and staff requesting part-time status.

The Investment Account comparison report continues to show the Diversified Bond Fund to be outperforming the JEPA Fund (average annual return of 3.03% vs 0.28%).

Ms. Spencer proposed the FY 2012 Budget of \$5,918,522, a 12.86% decrease from last year's revised budget. Personnel expenditures are significantly reduced. The projected operating expenditures are also reduced with no significant one-time expenditures included; new FACH and Environmental Health software licensing costs are included. Subgrantee and capital outlay expenditures remain stable.

The State and Millennium Fund revenues are based on our current FY-12 appropriation amounts which totals over \$100,000 reduction. The distribution for the State has not been finalized waiting on the final public assistance figures from Health and Welfare. Our County contribution request remains the same as last year's. Contract revenues are projected to be reduced by about \$200,000 with decreases expected in Family and Children's Health, Health Promotion, and Public Health Preparedness programs.

Fees and donations are budgeted with a \$76,000 reduction (mostly due to reduced flu clinic vaccine and staff time). Investment interest is projected to be \$35,000 with no reserve draw in the budget. A spreadsheet of the 2012 State Appropriation Distribution figures was reviewed.

Even though the total County Contribution request remains the same, the assessment to individual counties changed. The primary factors for the changes are a shift in population of the counties and the market value decline in Blaine County. A graph showing the county contributions per capita for each of the health districts was reviewed.

**MOTION (made by Commissioner Kramer, second by Ms. Montgomery): "I move that we accept the budget for FY 2012 as proposed." Motion carried.**

House Bill 298, related to the new health care law, has been passed by the legislators and is waiting for signature by the Governor. Concern with its passage and becoming law is the effect it will have on federal health care funding for contracts.

We have an RFP out with the Division of Purchasing for clinical software. We received two responses which have been reviewed. We selected the vendor that came out on top for technical and functional aspects (NetSmart); the State sent us the cost proposals, and the same vendor was selected. We plan to purchase the software this year and start implementing it.

Ms. Spencer provided a report on the recent General Staff Training on team building. Staff feedback on a survey was positive. Follow-up training will be given to supervisors on May 13 and another to all staff in September.

## **Administration Report**

The Commission visit schedule was reviewed along with our new booklet with budget information prepared for the visits. Electronic copies will be sent to the County Clerks in advance of the visit.

There are two resolutions to be discussed at the upcoming IAB Conference: 1) Resolution to Support a Tobacco Tax Increase in the State of Idaho and 2) Resolution to Support the Prohibition of the Sale and Distribution of Electronic Cigarettes to Minors, and use of Electronic Cigarettes by Minors. A statement in the first one concerning funding for the purpose of lobbying is a concern. Discussion resulted in Board members determining the lobbying phrase an administrative issue not related to tobacco policy. The resolutions were discussed and approved with the exception of the lobbying funding. Mr. LeBlanc will take this message to the District Directors.

**MOTION (made by Ms. Juntunen, second by Commissioner Faulkner): “I move that we support the resolution on the tobacco tax increase minus the ‘be it further resolved, that this commitment by IAB will include funding the Idaho Association of Counties for the purpose of lobbying on this effort.’”**

A question was presented as to whether the Board would support a smaller tax increase (less than at least \$1.25 per pack). The increase amount was recommended by the State Coalition of the bill presented to the legislature this year. A vote was called for.

**Motion carried with Commissioners Kramer and Ritter voting against.**

**MOTION (made by Commissioner Kramer, second by Commissioner Faulkner): “I move that we support the second resolution on the prohibition of the sale and use of electronic cigarettes by minors.” Motion Carried**

It was determined that the Budget Hearing will be held in the Katz Conference Room on May 25. If a Board meeting is determined to be needed in June, it will be held in conjunction with the IAB Conference on Wednesday evening, June 8. A decision will be made at the May meeting.

Board member appointments for Jerome and Minidoka will expire on June 30, 2011. Nomination letters have been sent to the County Commissioners.

### **FACH Report**

Ms. Becker reported that Kate Parker, RN, was hired this month to work in the TB and Refugee programs. Another nurse may be hired if contracts are held harmless for the next fiscal year.

A Cassia County child was recently exposed to measles in Utah. District epidemiologists are keeping on top of the situation and monitoring the status of the child to ensure that the disease does not spread.

The Office of Refugee Resettlement has a \$10,000 grant that we receive each year to integrate refugees into health care in the local community. There may be additional funding this year to more effectively orient newly arriving refugees into the Idaho health system.

The Women’s Health Check program is almost out of funds to refer clients for medical services. Providers have been notified and are limited to a certain number of referrals before putting clients on a waiting list. If clients are symptomatic of breast or cervical cancer, there will be a way to get diagnostic services. The new contract will be effective on July 1, 2011.

Ms. Becker thinks the Early Head Start Home Visitation program funding will be okay until September.

### **Environmental Health Report**

Mr. Egbert reported that the new day care rules have been signed into law and will become effective July 1, 2011. The concurrent interim resolution that was meant to nullify the interim rules did not pass, so we are still under the interim rules. The new code will take precedence over any conflict between the code and the interim rules.

Negotiations have just begun on the Public Water Systems contract with DEQ. Funding is anticipated to be stable as EPA is not affected by the new health care law. The Land Programs will be monitored for workload and fees; and we hope for an increase in activity in these programs.

### **Public Health Promotion and Preparedness Report**

Health promotion activities include National Screen Free Week (part of the Physical Activity and Nutrition contract); wrap up of the comprehensive sex education curriculum for all 10<sup>th</sup> grade students in Burley High School; receipt of a mini grant to start the curriculum in the Valley schools; and starting a new Youth Tobacco Cessation class in the court system.

A draft Public Health Preparedness MOU has been developed for each individual county to replace the 2005 MOU with all eight counties. The draft will need to be reviewed by county commissioners and possibly their legal authorities.

### **WIC Program Report**

Funding for the WIC program looks good for next year. There has a declining enrollment statewide, and recruitment efforts are under way. WIC seems to be in competition with the Food Stamp program with Health and Welfare. Efforts are being made to determine the factors for the decline in WIC clients.

**MOTION (made by Ms. Juntunen, second by Commissioner Kramer: "I move that we adjourn.")  
Motion carried.**

Meeting adjourned at 3:30 p.m.

  
\_\_\_\_\_  
Marypat Fields  
Board Chair

Attest:   
\_\_\_\_\_  
Rene R. LeBlanc  
District Director

Board Minutes approved on May 25, 2011