



**SOUTH CENTRAL PUBLIC HEALTH DISTRICT  
Budget Hearing  
May 25, 2011**

**Budget Committee Members Present:**

Angenie McCleary, Chair, Blaine County  
Marypat Fields, Camas County (Proxy)  
Robert Kunau, Cassia County Commissioner (Proxy)  
Tom Faulkner, Chair, Gooding County  
Charles Howell, Chair, Jerome County  
Charles Ritter, Lincoln County Commissioner (Proxy)  
Robert Moore, Chair, Minidoka County  
George Urie, Chair, Twin Falls County

**District Staff Present:**

Rene LeBlanc, Director  
Bonnie Spencer, Deputy Director  
Cheryle Becker, FACH Administrator  
Merl Egbert, Environmental Health Director  
Karyn Goodale, PHPP Programs Director  
Jeremy St Clair, Financial Specialist, Sr.  
Amy Lierman, Public Information Officer  
Kathlyn Egbert, Management Assistant

**Board Members Present:**

Marypat Fields  
Angenie McCleary, Commissioner  
Tom Faulkner, Commissioner  
Linda Montgomery  
Terry Kramer, Commissioner  
Don Clark  
Charles Ritter, Commissioner  
Marypat Fields  
Cheryl Juntunen  
Peter Curran

**Guests Present:**

Leon Mills, Twin Falls County Commissioner

**Budget Hearing**

The Budget Hearing was called to order by Angenie McCleary, Blaine County Commission Chair, at 1:35 P.M.

The manner of apportioning contribution of county ad valorem taxes is in compliance with Idaho Code 39-424, with 70% being based on population and 30% on valuation. The District Board chair, the Director, the Board representatives of the respective counties, and staff have previously met with each of the eight county commissions and have explained the preliminary budget.

The proposed FY-2012 budget in the amount of \$5,918,522 (including county contributions of \$1,011,668) was presented. *(For the record, legal requirements for the meeting were met. A public hearing notice was published in the newspaper serving all eight counties. No visitors attended the public hearing; therefore, no public comment was provided.)*

*Note: A proxy vote authorization was signed by Cassia County Commission Chair, Dennis Crane, for Commissioner Robert Kunau to cast the vote at the Budget Committee Meeting for Cassia County; proxy vote authorization was signed by Camas County Commission Chair, Bill Davis, for Marypat Fields, Board of Health member, to cast the vote at the Budget Committee Meeting for Camas County;*

*and proxy vote authorization was signed by Lincoln County Commission Chair, Jerry Nance, for Commissioner Charles Ritter to cast the vote at the Budget Committee Meeting for Lincoln County.*

For the record, let it be known that voting members and representatives from all eight counties were present. In accordance with Idaho Code 39-423, “The chairmen of the Boards of county commissioners located within the public health district are hereby constituted as the budget committee of the public health district...a budget for the public health district shall be agreed upon and approved by a majority of the budget committee. Such determination shall be binding upon all counties within the district and the district itself.”

**MOTION (made by Commissioner Faulkner, second by Commissioner Urie): “I move we approve the fiscal year 2012 budget as proposed by South Central Public Health District.”**

Blaine County – Yes	Camas County – Yes
Cassia County – Yes	Gooding County – Yes
Jerome County – Yes	Lincoln County – Yes
Minidoka County – Yes	Twin Falls County - Yes

**Motion Carried.**

**MOTION (made by Commissioner Faulkner, second by Commissioner Urie): “I move that we adjourn the South Central Public Health District budget hearing.” Motion carried.**



**SOUTH CENTRAL PUBLIC HEALTH DISTRICT  
Board of Health Meeting  
May 25, 2011**

**Board Members Present:**

Marypat Fields  
Angenie McCleary  
Tom Faulkner  
Linda Montgomery  
Don Clark  
Charles Ritter  
Marypat Fields  
Cheryl Juntunen  
Peter Curran

**Board Members Excused:**

**District Staff Present:**

Rene LeBlanc, Director  
Bonnie Spencer, Deputy Director  
Cheryle Becker, FACH Administrator  
Merl Egbert, Environmental Health Director  
Karyn Goodale, PHPP Programs Director  
Jeremy St Clair, Financial Specialist, Sr.  
Amy Lierman, Public Information Officer  
Kathlyn Egbert, Management Assistant

**Guests:**

Charles Howell, Jerome County Commissioner

**Board of Health Minutes**

The Board of Health meeting was called to order by Ms. Fields at 1:55 P.M.

Ms. Fields called for approval or corrections to the minutes of the April 20, 2011, Board of Health meeting.

**MOTION (made by Commissioner Ritter, second by Commissioner Faulkner): “I move that the minutes of the April 20, 2011, meeting be approved.” Motion passed unanimously.**

Ms. Egbert was asked to send final approved minutes to Board members by email.

Correspondence included Board Member nomination approval forms from all counties (with the exception of Lincoln County) for the reappointment of Linda Montgomery, Jerome County Representative, and Cheryl Juntunen, Minidoka County Representative.

IAB registrations and hotel reservations have been made for the conference on June 8-10.

**Nomination Committee**

Ms. Fields solicited volunteers to serve on the Nomination Committee and nominate a chair and vice-chair of the Board for the Fiscal Year 2012 in accordance with Idaho Code 39-411. The recommendation was made to nominate and vote on officers today.

**MOTION (made by Ms. Juntunen, second by Commissioner Kramer): “I nominate Marypat Fields as Chair, Linda Montgomery as Vice-Chair, and Tom Faulkner as Trustee.”**

**MOTION (made by Commissioner Kramer, second by Commissioner Ritter): “I move that nominations cease and we cast our ballot for those nominated.” Motion carried.**

## Financial Report

Ms. Spencer presented the April comparison to budget report (83.3% of the fiscal year). Our financial position remains strong with the pass-through account balance at \$1,221,569. Major software expenditures are still pending (about \$300,000 for clinical software). Revenues are at 87.44% of budget with no reserve draws made to date. Expenditures are at 70.95% with significant savings in personnel and operating expenditures anticipated for the year.

Policies and procedures related to District fees were reviewed. No changes were made to Policy .150 Establishing Health District Fees and Charges and Policy .152 Client Account Collections and are ready for Board Chair signature.

Policy .151 Assessing Individual Client Fees has been updated to add the new FY-2012 Income Guidelines for Fee Schedule and a reference to the code section authorizing us to set fees. The FACH clinical fee for Title X Family Planning and District Care Services separated out pap smear charges from the visit fee; and we re-established a fee to Immunization Services for preparing a duplicate records book. All other fees and charges remained the same.

Commissioner Kramer requested that a report of the dollar amount of billings being released as uncollectable be brought quarterly to the Board.

**MOTION (made by Ms. Montgomery, second by Commissioner McCleary: “I move that we adopt Policies .150, .151, and .152 as presented.” Motion carried.**

## Administration Report

Mr. LeBlanc reviewed the County Commission Budget visits and determined that they went well. The new budget booklet received good reviews by Commissioners, and senior staff in the offices were successful in presenting information on services and activities in the individual counties.

The agenda for the IAB Business Meeting was reviewed. Resolutions to be presented and voted on at the IAB Conference were again discussed. It appears that all Boards are supporting the Electronic Cigarette resolution. The Tobacco Tax resolution was approved if the lobbying statement is removed. These resolutions will be presented again at the business meeting. A third resolution may be brought up at the meeting concerning a Medicaid waiver for family planning.

A pre-conference meeting will be held at the hotel on Wednesday, June 8, at 5:30 pm.

The proposed Board meeting schedule for FY 2012 was reviewed.

**MOTION (made by Ms. Montgomery, second by Commissioner Kramer: “I move that we adopt the proposed meeting schedule for FY 2012.” Motion carried.**

The NALBOH Conference will be held in Coeur d’Alene on September 7-9, 2011. Board members expressing interest in attending are Ms. Montgomery, Ms. Juntunen, Ms. Fields, and Commissioner Faulkner. Commissioner Ritter will check his schedule to see if he is available to attend. Ms. Egbert was requested to complete registration and hotel reservations.

## Family and Children's Health Report

Ms. Becker reported that a Jerome County resident has contracted hantavirus and is not expected to live. A press release was sent out to remind the public of the dangers of Hantavirus pulmonary syndrome (HPS). HPS is a potentially deadly disease transmitted by infected rodents, which in Idaho are likely to be deer mice.

The Women's Health Check program ran out of funding (20 more slots recently allocated to us). Waiting lists are being created; clients with diagnosed cancer will be seen. Ella Gordon, State Family Planning Coordinator, is coming next week to work with Stacie Benkula, our new District Program Manager. School nursing contracts are coming in; and new immunization requirements for day cares and 7<sup>th</sup> graders established by the Legislature this year are resulting in busier immunizations clinics. These will be promoted during the summer.

## Environmental Report

Mr. Egbert informed the Board of the types of nuisance complaints that are received by this Division. We have no authority over most of the complaints or funding to support our time, so the Environmental Health Specialists do the best they can. Complaints range from landlord/tenant issues (construction and plumbing problems, mold, indoor air problems, radon fumes); neighborhood cleanliness (garbage, junk cars, solid waste); outdoor air problems (referred to DEQ); private water issues (well contamination from a variety of sources); and all types of vertebrate and invertebrate critters (dogs and cats, lice, bed bugs, spiders, mice, dead cows, bats, etc.). Our job is to provide knowledge, refer to the proper agency, and post valuable information on our websites.

## Public Health Promotion and Preparedness Report

Ms. Goodale reported on recent Medical Reserve Corps (MRS) trainings in Blaine, Jerome, and Mini/Cassia areas done in conjunction with a state-wide media campaign to recruit volunteers. We have 65 volunteers signed up. We are applying for an NACCHO MRC grant for \$5000. Other contract activities include seatbelt usage observations to be done in five counties and a successful Fit and Fall Proof recognition lunch and training for volunteers (21 out of 30 in attendance).

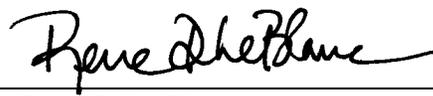
**MOTION (made by Ms. Montgomery, second by Commissioner Faulkner): "I move that the meeting be adjourned." Motion carried.**

Meeting adjourned at 3:10 p.m.



Marypat Fields  
Board Chair

Attest:



Rene R. LeBlanc  
District Director

Board Minutes approved on June 29, 2011