

**SOUTH CENTRAL PUBLIC HEALTH DISTRICT
BOARD MEETING
August 24, 2011**

Board Members Present:

Marypat Fields, Chair
Linda Montgomery, Vice Chair
Tom Faulkner, Commissioner, Trustee
Terry Kramer, Commissioner
Charles Ritter, Commissioner
Don Clark
Cheryl Juntunen
Peter Curran, MD
Angenie McCleary, Commissioner (conference call)

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
Kathlyn Egbert, Management Assistant
Elvia Caldera, Health Education Specialist

Excused:

Guests:

Minutes

The Board of Health Meeting was called to order by Ms. Fields at 1:35 p.m.

MOTION (made by Ms. Montgomery, second by Ms. Juntunen): “I move that we approve the minutes of the June 29, 2011, Board of Health meeting.” Motion carried.

NALBOH registrations, attendance, and travel arrangements were discussed. Mr. LeBlanc, Ms. Montgomery, Commissioner Ritter, Commissioner Faulkner, Ms. Fields, and Mr. Clark are planning to attend.

Operations Report

Ms. Spencer reviewed the fiscal year-end report for FY2011. The pass through account balance is \$811,411 without any reserve draw in the budget. Expenditures, personnel, and operating were under budget for the year. Ms. Spencer would like to carry over into the next fiscal year’s budget more than \$100,000 (items budgeted from last year’s carryover funds that were not expended).

The investment accounts comparison report continues to show the JEPa fund protecting our principal and the Diversified Bond Fund showing a 3% annual return.

A summary of our client account collection activity for the last quarter (April-June 2011) was provided by Ms. Spencer. A formal warning letter is issued on a delinquent account (109 accounts totaling \$4,890.83 resulted in \$938.69 payment). Forty-four accounts were submitted to the collection agency or written off as bad debt (\$1,596.20 with \$405.24 received from collection agency). Other adjustments or accounts written off as bad debt included 126 accounts totaling \$2,681.27.

The July comparison to budget FY 2012 was reviewed by Ms. Spencer. The pass-through balance is \$1,401,158 (receipt of half of our State and all of our Millennium funding).

Available carryover funds from FY 2011 totaled \$780,700. Proposed expenditures to be built into the budget revision were reviewed by Ms. Spencer (personnel bonuses, flu clinic staffing, staff training and development, information technology/systems, equipment upgrades, facility upgrades [\$375,500], and balance to dedicated reserve funds [\$405,200]).

The request to add exterior lighting controls to three of our facilities was discussed. Commissioner Kramer suggested that we work with Idaho Power to see if there is a grant to pay for part or all of the upgrade. The request and need to install flag poles was discussed with the recommendation of moving the dollars to the building fund instead. The Board supported looking for land in the Cassia/Minidoka area for a future facility. Commissioner Faulkner informed the Board that he has had inquiries about the District selling a portion of our Gooding property.

Mr. LeBlanc explained that the \$100,000 requested for a personnel fund represents about 50% of the salary savings we experience each year. In the event that a CEC is approved for staff this next year or an equity adjustment for staff not at 80% of policy is implemented, he thought it would be good to have additional funds in a dedicated reserve. Commissioner Kramer was in favor of leveling and adjustments to under-compensated areas rather than across-the-board merit increases.

MOTION (made by Ms. Juntunen, second by Commissioner Kramer): “I move that we approve the implementation of these carry over funds with the exception of the flag poles.” Motion carried.

Ms. Spencer solicited direction for the spending limits of the Director without bringing the request to the Board. Board consensus is that anything over \$5,000 should come to the Board for approval. Mr. LeBlanc explained the District’s budget request to the State process and the funding outlook for the next fiscal year.

The Personnel Report as of June 30, 2011, shows 98 employees for a total of 84.96 FTEs. The actual FTE will be closer to 80 when DFM approves the deletion of 4.80 vacant positions in July. The years of service indicator for active employees shows 41 employees under 5 years and 52 over 5 years.

Ms. Spencer updated the Board on facility projects that included upgrades to the Jerome office and the completion of the Twin Falls storage room expansion. The next major project is the implementation of the new Insight clinical data management system.

Legislative Reception

City and County Association calendars were reviewed for potential conflicts with our November Legislative reception. Preferred dates were November 16 or 17 at 9:30 a.m.

Administration Report

The Boards of Health are being asked to look at a legislative agenda which may include electronic-cigarettes and support for an increased tobacco tax. The resolution for increasing Idaho's tobacco tax has been controversial with district directors voting five to two against putting our logo on the resolution although all recognize this is good public health policy. Another proposed agenda item is to clarify the Boards' management authority for personnel salary issues. The Trustees will discuss these at NALBOH.

The Sheriff's Association has raised an issue with automatic HIV/AIDS/STD testing for individuals convicted for drug related charges (as defined in Idaho Statutes). A committee has been formed to discuss this as it has become a budgetary issue.

The Governor addressed the Health Care Task Force on the affordable care act. The states are being encouraged to develop their own health insurance exchange in lieu of the federally mandated exchange. Health and Human Services has a \$40 million grant to develop an exchange for states if they apply before September 30, 2011. If a state opts out at a later date and turns the money back, there is no pay back; you just return the unused balance. The advantage is a larger pool of insurance carriers and better choices for employees and citizens. The biggest issue is there is currently not enough capacity to take on all the Medicaid clients.

Commissioner Faulkner sits on the Health Care Task Force Committee and reported on the meeting in June. Discussion was based on how providers and insurance companies could work together to cut the pie bigger and how to integrate the family medical home system. He volunteered to serve on the Family Medical Home Committee. His perception is that the hospitals and insurance companies are working together with the end purpose of getting more money and not reforming healthcare. He feels that the health districts could have a big part in reworking the system to include more preventive health care.

Family and Children's Health Report

Ms. Becker reported on the Women's Health Check (WHC); last year, 641 women were seen in clinics. Contract funding for the upcoming fiscal year will cover only 301 women. Enrollments will be limited per month to cover the entire year. Outreach efforts will be supported by the 900 Women program with St. Luke's Hospital and Susan B. Komen grants to help refer qualifying women for services. We have applied for an Avon grant for outreach only.

Other division activities include giving prophylaxis to six people in Blaine County due to a rabid bat; circulation of pertussis; increased school vaccinations due to new minimum immunization requirements; and ordering flu vaccine.

Environmental Health Report

The Public Water Systems (PWS) contract was recently signed. Mr. Egbert reported that a major change is that the Health Districts now approve all chemical monitoring waivers (instead of DEQ) which requires two signatures (coordinator and supervisor). The PWS coordinator must communicate with the food program staff for any food establishments on a public water system.

A question was raised on the regulation of composting facilities. The health districts do regulate composting facilities (under non-municipal solid waste) except for crop residue and manure composting which come under the Department of Agriculture.

The Strategic Plan Statewide Environmental Health Statistical Trends report shows a sharp decline in the number of septic permits issued; level food establishment inspections and public water systems monitoring; and decline in child care facility inspections. These statistics are reflective of the current economic climate, and staffing has been adjusted to the workload.

Health Promotion and Preparedness

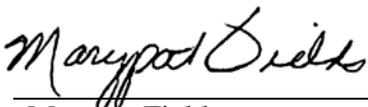
Ms. Goodale reported that all but one MOU for Public Health Preparedness support from the counties has been signed. These MOUs outline responsibilities of the County officials, County Department of Disaster Services, and South Central Public Health District.

Health Promotion staff have been busy writing grants for diabetes education, physical activity and nutrition, and car seat partnership. Ms. Montgomery wanted to assure that all WIC clients are informed of the availability of car seats. Another grant currently being written is for providing culturally based HIV education and a pregnancy prevention program for Latino students. If funded, the program will begin in Jerome, Cassia, and Minidoka counties.

The month of September is Fall Prevention Awareness Month. Ms. Caldera invited Board members to participate in the upcoming Fall Free Seniors Fun Walk to be held on the CSI campus on September 17. The Office on Aging, Medical Reserve Corp, and Mountain States Tumor Institute will be providing information and support for the walk. Donations have been made from local grocery stores for refreshments. Ms. Montgomery has also solicited donations for water and a prize drawing.

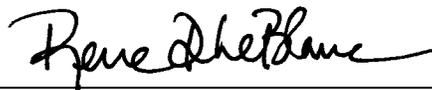
**MOTION (made by Ms. Montgomery, second by Ms. Juntunen): “I move that we adjourn.”
Motion carried.**

Meeting adjourned at 4:00 p.m.



Marypat Fields
Board Chair

Attest:



Rene R. LeBlanc
District Director

Board Minutes approved on September 28, 2011