

**SOUTH CENTRAL PUBLIC HEALTH DISTRICT
BOARD MEETING
March 28, 2012**

Board Members Present:

Marypat Fields, Chair
Linda Montgomery, Vice Chair
Tom Faulkner, Commissioner, Trustee
Charles Ritter, Commissioner
Terry Kramer, Commissioner
Don Clark
Cheryl Juntunen
Peter Curran, MD

District Staff Present:

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

Excused:

Angenie McCleary, Commissioner

Guests:

KMVT

Minutes

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

MOTION (made by Commissioner Ritter, second by Ms. Juntunen): “I move that the Board approve the minutes of the February 22, 2012, Board of Health meeting.” Motion carried.

Correspondence included a newspaper article on the passing of former Commission Chair, Marvin Hempleman; thank you letters to Senators Jim Risch and Michael Crapo following SACCHO visits; General Staff Meeting agenda and materials; and recent Times-News ads promoting Public Health.

IAB conference registration forms were distributed and need to be turned in by the April Board of Health meeting.

OPERATIONS REPORT

Ms. Spencer reported on the financial statement for the month of February 2012 (67% of the fiscal year). Total revenues were at about 71%, and total expenditures were at about 58%. The budgeted reserve draw is not anticipated to be needed this year. Fees and donations are well over the budgeted amount; operating expenditures are very low, but several significant one-time expenditures will be made before the end of the fiscal year. The ending cash balance is \$3,251,956. The pass-through account balance is \$1,260,976.

A summary of the District’s work climate improvement activities over the past two years was reviewed by Ms. Spencer. Results of the work climate assessment effected steps to improve trust, team building, and respect. Staff development programs to improve the areas of concern have been completed and have been well received. In addition, other steps were taken to improve employee morale such as casual Fridays, adjusted work schedules, and facility upgrades. The Board recently was able to approve merit pay increases to address compensation concerns.

Plans are to continue providing staff development trainings and to repeat the work climate assessment in a couple of years. A 360 evaluation process for supervisory staff is also being considered. Ms. Spencer will bring results of the upcoming training on respect to the April Board meeting.

ADMINISTRATION REPORT

Budget

Mr. LeBlanc presented the preliminary FY-2013 budget estimate with calculations based on county contributions (0, 1, 2, or 3% increase). The budget sheet shows expenditures higher than revenues due to the necessity of hiring 2.5 FTE staff to cover contracts, the health insurance increase (\$1,510 per employee) and the 2% CEC increase for employees. The difference will necessitate a reserve fund draw to balance the budget.

Also presented was a FY-2011 Revenue/Expense by Program Category report listing all programs of the seven public health districts. The programs that consume most of the state and county funds are childhood immunizations, adult immunizations, family planning, sewage, and food protection.

Mr. LeBlanc recommended that we request a 3% increase from the counties. The Board discussed the percentage to request and the situation that some of the counties are in. Some counties are using their reserves rather than passing on more expense to the taxpayers; it would be difficult to accept a 3% increase when we have reserves to carry us through hard times.

MOTION (made by Ms. Juntunen, second by Dr. Curran): “I move that the Board direct Mr. LeBlanc to prepare the budget with a 2% county contribution increase.” A call for discussion was made.

Discussion: The Health District has not requested an increase in county contributions for three years, and that needs to be emphasized with the County Commissioners at the budget presentations.

Call for the question: **The motion was unanimously approved.**

The County Commission visit schedule was reviewed with a date change for Minidoka County to May 7 at 10:00 a.m. The layout of the budget booklet was reviewed.

Minidoka Facility

Carl Hanson, Administrator of Minidoka Memorial Hospital, approached Mr. LeBlanc on the possibility of purchasing our facility located on their campus in Rupert. They hired a new physician to work in the rural health clinic and need an office for him. Mr. Hanson met with the Commissioners, and they were supportive of the proposal as long as the Health District continues to provide immunization services at least once a week in the county. Mr. LeBlanc received a letter from the Minidoka County Commissioners unanimously approving that Minidoka Memorial Hospital acquire or rent our facility.

Mr. Hansen is proposing to lease, with an option to buy, our Rupert facility. An appraisal of the Rupert facility will be done, and a rent will be determined. The plan is to move the Rupert staff to the Burley facility by June 1, and a location to provide immunizations will be identified. The Rupert community will need to be assured that services will be provided in their community until a new Mini-Cassia office is completed. Mr. LeBlanc will schedule a meeting with the commissioners to discuss our future plans.

MOTION (made by Commissioner Faulkner, second by Commissioner Kramer): “I move that the Board direct Mr. LeBlanc to work with Minidoka Memorial Hospital on their proposal to lease with an option to buy the Rupert facility.” A call for discussion was made.

Discussion: Part of the process is to reassure the community that there will be a joint facility in the near future in a convenient location for both counties. The district needs to be moderately aggressive in the options of purchasing land for a new office and procuring a good location to provide immunizations in Minidoka County.

Call for the question: **The motion was unanimously approved.**

Snake River Detention Center (SRJDC)

Until recently, the district has provided HIV testing for the SRJDC paid for by a Health and Welfare grant. The grant was decreased for calendar year 2012, and funding was no longer sufficient to continue providing these services. The SRJDC and the participating counties would like the district to continue doing the tests. A budget sheet showing the costs of this service was reviewed. Mr. LeBlanc made the recommendation to make this a local Board option. He would brief all the counties, although only six of our eight counties use the SRJDC. Commissioner Kramer suggested that some of the cost could be defrayed by utilizing SRJDC staff for part of the service. He also suggested that St. Luke's Magic Valley be approached to participate with a mini-grant through their community health program.

MOTION (made by Commissioner Kramer, second by Ms. Montgomery): "I move that the Board authorize up to \$4,747.60 to be used for the Snake River Detention Center HIV testing program."
Motion carried unanimously.

Legislative Update

Mr. LeBlanc presented a brief update on legislative actions. Of interest to public health, HB405 E-Cigarettes passed and is now law; HB503 Prescription Drug Order passed and is now law; HB555 Federal Health Care Reform Oversight was held in the Senate; SB1351 Health District appropriations is now law; and SB Millennium Fund passed the House and is back in the Senate.

FAMILY AND CHILDREN'S HEALTH REPORT

Ms. Becker reported that we are continuing the implementation of our electronic medical records with Family Planning being the next program to be addressed. We continue to have difficulty recruiting a Nurse Practitioner to work clinics. Ms. Becker is looking into a HRSA program that is a Nurse Practitioner pay-back scholarship for someone who does comprehensive care to clientele which could include our reproductive health clients.

Ms. Becker provided a follow-up report on the incident of high lead levels in a child. Investigation discovered that the father worked at an occupational-potential lead source. Further investigation showed that everyone working in the facility had a high lead level which is being taken care of by OSHA. We are following the child with a high lead level and testing other children who may have been exposed.

We have been involved in the norovirus investigation of patrons and staff of a restaurant and identified with 21 symptomatic individuals. It appears that two separate outbreaks were involved due to the onset times. We utilized our incident command system and sent out our Epi Strike team. The restaurant has been very cooperative and has taken appropriate corrective measures.

ENVIRONMENTAL HEALTH REPORT

Mr. Egbert reported that we received a \$12,000 NACCHO mentorship grant to educate vendors in farmers' markets. Melody Bowyer, Food Program Manager, has been working on the project of training farmers' market producers and vendors on safe processing and handling of food. In developing this project, she

applied for the mentorship grant for assistance in working through this process. A survey showed that producers and vendors needed to understand the rules and receive training in good agricultural practices on the farm and safe handling of produce. A one-day workshop will be developed as well as an online training program and exam. Environmental Health staff will be able to use this information to provide a resource to other health districts.

The seven Health Districts have been reviewing what it costs to collect delinquent food license renewal fees. The process of sending multiple letters, phone calls, and site visits increases the costs in the food program. A suggestion was made to request the Legislature to propose adding a penalty fee to the statute if licenses are not renewed by January 1 of the renewal year.

PUBLIC HEALTH PROMOTION AND PREPAREDNESS REPORT

Ms. Goodale reported on the recent Regional Healthcare Exercise with all six hospitals participating [St. Luke's Magic Valley, Minidoka Memorial, Cassia Regional Medical Center, North Canyon Medical Center, St. Luke's Jerome, and St Luke's Wood River]. The hospitals indicated that they have increased their capabilities and capacities over the last four years of exercising together partially due to the ASPR funds allocated to them. Next year, our PHP and ASPR contracts will merge.

Mini grant funding from the Twin Falls Health Initiative to promote physical activity and/or nutrition improvements has resulted in our receiving 19 grant applications (11 daycares, 8 schools). We have \$10,000 to distribute, and the grant review process resulted in awards to 5 daycares and 7 schools. Notification of the results will be sent to all applicants along with checks to the successful applicants. A report on specific activities and successes will be reported later this summer by Susie Beem, Physical Activity and Nutrition Coordinator, and Sherri Cash, Action for Healthy Kids Coordinator.

OTHER BUSINESS

Board members were invited to participate in the Fit and Fall Fun Run this year. The planning meeting is on April 10, 2012.

The Twin Falls Service Providers are preparing a resource manual for all the communities Ms. Montgomery requested input from SCPHD as to what should be included in this manual.

A contribution to MADD in lieu of flowers was authorized by the Board in memory of Mr. Hempleman, past Board Chair.

Dr. Curran reported that the medical staff in Blaine County are unaware of the services provided by SCPHD He would like to see us inform and promote our services by communicating with medical office managers, participating in Grand Rounds, and placing program brochures in medical offices.

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



Marypat Fields
Board Chair

Attest: 

Rene R. LeBlanc
District Director

Board Minutes approved on April 18, 2012