

**SOUTH CENTRAL PUBLIC HEALTH DISTRICT  
BOARD MEETING  
September 26, 2012**

**Board Members Present:**

Linda Montgomery, Chair  
Charles Ritter, Vice-Chair, Commissioner  
Marypat Fields  
Tom Faulkner, Commissioner, Trustee  
Terry Kramer, Commissioner  
Angenie McCleary, Commissioner (by phone)  
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  
Kathlyn Egbert, Management Assistant

**Excused:**

Don Clark

**Guests:**

**Minutes**

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

**MOTION (made by Commissioner Kramer, second by Commissioner Ritter): “I move that the Board approve the minutes of the August 22, 2012, meeting.” Motion carried.**

The annual Strategic Plan 2012-2016 and the Idaho Public Health Districts Performance Measurement Report – FY 2012 were provided for Board members to review.

Mr. LeBlanc prepared a letter for Board approval and signature gifting our Rupert office building to Minidoka Memorial Hospital. Discussion resulted in adding a paragraph requesting that SCPHD be able to continue using hospital space for immunizations until our new Mini/Cassia is ready for occupation in 2015.

**MOTION (made by Commissioner Faulkner, second by Commissioner Ritter): “I move that we authorize Ms. Montgomery to sign the letter gifting our Rupert office to Minidoka Memorial Hospital and requesting that SCPHD remain at the hospital to provide immunizations until we move to our new Mini/Cassia facility.” Motion carried. Ms. Juntunen abstained.**

**Operations Report**

Ms. Spencer reviewed the August comparison to budget report. Regular revenues are on budget; the investment interest returns are lower than budgeted. Personnel expenditures were a little high due to three pay periods in July. Operating capital and sub-grantee payments are under budget but are expected to pick up. The ending cash balance for August is about \$2.7 million; the pass-through account balance is \$848,000.

**MOTION (made by Ms. Juntunen, second by Commissioner Kramer): “I move that we accept the August 2012 financial report for filing.” Motion carried.**

The FY2013 budget revision proposal was presented by Ms. Spencer. The total budget revision represents a change of about \$162,000 additional (includes a \$276,000 reserve draw). The Board reviewed the requested reserve draw items. Requested items include \$20,988 to fund Physician Assistant position; \$133,200 for operating expenses (hardware, software, remodeling, training, equipment, etc); and \$121,400 for capital outlay (generators, exterior lighting controls, fire monitoring/alarm systems). After these expenditures, the

remaining cash balance of the reserve draw is about \$115,000.

The necessity of installing generators in Bellevue and Gooding and other available options for vaccine protection were discussed. Eric Myers, Facility Foreman, will come to the October meeting to explain proposals, give more detail, and answer questions.

The budget revision also included a decrease in contract funding of \$7,632, and an increase in fees/donations of \$3,025.

**MOTION (made by Ms. Juntunen, second by Ms. Fields): “I move that we approve the budget revision proposal as presented with review of the purchase of the generators prior to finalization.” Motion carried.**

Ms. Spencer recommended that the dedicated reserve account for replacement computers be discontinued and the balance of \$150,000 be moved to the building fund. In addition, the remaining available cash balance of \$115,000 would be moved to the building fund.

**MOTION (made by Commissioner Faulkner, second by Commissioner Kramer): “I move that we transfer the computer replacement fund and the remainder of the available cash to the building fund.” Motion carried.**

A farmer is currently farming the Heyburn property purchased for the Mini/Cassia facility. Consensus of the Board is to draw up a lease agreement for him to continue farming the land but be responsible for the cost of water shares and keeping the weeds down.

Revenue and Expense Reports by program category for our health district and the combined health districts were shared with the Board. The top four programs needing our district support are the food primary activities, sewage disposal, state-supplied immunizations, and family planning. Programs requiring the most district support for all health districts are the same, plus the STD program.

### **Administration Report**

Mr. LeBlanc checked schedules associated with legislators and commissioners and determined that November 14, 2012, was open for our Legislative Reception. Save the date cards will be sent out. The Network of Care website was demonstrated for the Board and will be previewed for the legislators and commissioners.

SCPHD will be hosting the IAB conference in 2014. Consensus was that arrangements start to be made for Sun Valley for late May 2014.

**MOTION (made by Commissioner Kramer, second by Ms. Juntunen): “I move that we authorize Kathlyn to begin negotiations and arrangements with Sun Valley for IAB Conference in May 2014.” Motion carried.**

### **Family and Children’s Health Report**

Ms. Becker reported on two cases of TB, an adult male in Cassia County and a teenager in Lincoln County. Testing has been done for possible contacts. There have been several cases statewide of cryptosporidiosis.

Issues continue with our electronic records being uploaded into the Idaho Immunization Registry (IRIS program). We have not had a successful upload since February, so our information with IRIS is not up-to-date. Many providers are doing double-entry until the problem is resolved.

A new nurse has been hired to work in the Health and Safety and Early Head Start Home Visitation programs. Ms. Becker is looking at the possibility of expanding the health and safety program to include

doctor and hospital referrals. She spoke with a representative from the Healthy Families of America program that does home visitation for at-risk families. State of Oregon uses their curriculum on Medicaid using targeted case management. The National Health Service Core will be coming to do a site visit on October 23.

A new Physician Assistant has been hired; this will allow us to expand our family planning clinics, starting in Jerome and then hopefully in Burley. She will also be working in the Refugee and Women's Health Check programs.

### **Environmental Health Report**

Mr. Egbert reported that Craig Paul recently completed his Certified Professional Soil Scientist accreditation. This will be acknowledged in the local newspaper. The summer temporary events and the Farmers' Markets season is coming to a successful close. With a NACCHO grant, classroom and online training was made available to Farmers' Market personnel and has been very beneficial.

Sovereign immunity and how it affects vault toilets and discharging systems installed by the Forest Service was explained. Permits are required if a discharging system is installed. The Forest Service can claim sovereign immunity and install vault toilets without fees or permits.

The Malta School District is again having water samples positive for coliform bacteria in the Raft River schools. Bottled water has been available to students over the past several years. A sanitary survey was conducted by Richmond Petty and IDEQ, and the source well and ground water are good. The internal piping and distribution system is old and corrective actions have been initiated. Everyone is working together to resolve the issue.

### **Public Health Promotion and Preparation**

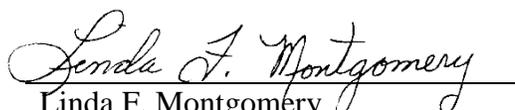
ASPR contract funding allotments have recently been disseminated to participating hospitals and agencies. Funding has gradually decreased, but participation has remained stable. This round, all six hospitals requested funding for evacuation equipment. To date, \$2,260,387 has been allocated to our region. Over the next year, the Regional Planning Group will be addressing topics of mass fatality management, storage of human remains, mental and behavioral health resources, and mass care and medical sheltering.

The community transformation grant collectively submitted by six of the health districts was not funded. We did receive funding from the Ronald McDonald's Charities Foundation to provide dental screenings and sealants for children and family members associated with the Refugee Center and Migrant Head Start.

### **Other Business**

Marypat Fields informed the Board of her decision to resign from the Board of Health. She has informed the Camas County Commissioners, and a new search will begin for her replacement.

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

  
Linda F. Montgomery  
Board Chair

Attest:   
Rene R. LeBlanc  
District Director

Board Minutes approved on October 24, 2012