

**SOUTH CENTRAL PUBLIC HEALTH DISTRICT
BOARD MEETING
January 23, 2013**

Board Members Present:

Linda Montgomery, Chair
Charles Ritter, Vice-Chair
Angenie McCleary, Commissioner (phone)
Cheryl Juntunen
Don Clark
Pam Jones
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
Jeremy St Clair, Financial Specialist, Sr.
Amy Lierman, Public Information Officer
Kathlyn Egbert, Management Assistant

Excused:

Terry Kramer, Commissioner
Tom Faulkner, Commissioner, Trustee

Guests:

Minutes

The Board of Health Meeting was called to order by Ms. Montgomery at 1:30 p.m. Ms. Pam Jones was introduced and welcomed as the new Board Member representing Camas County.

MOTION (made by Ms. Juntunen, second by Mr. Ritter): “I move that the Board of Health meeting minutes for November 28, 2012, be approved.” Motion carried.

Operations/Fiscal

Mr. St Clair presented comparison to budget report ending the second quarter of fiscal year 2013. Contract revenues are a little higher than budgeted and investments lower. Environmental Health revenues are typically high at this time of year with permit and licensure fees coming due. Personnel expenditures are on target; operating and capital outlay expenditures are low pending budgeted one-time purchases and projects. The December pass through account balance is \$810,043, about \$200,000 lower than last year at this time (due to CEC in July and increased insurance costs).

MOTION (made by Ms. Juntunen, second by Mr. Clark): “I move that we approve the financial reports for November and December 2012 for filing.” Motion carried.

Ms. Spencer reviewed the Personnel Report as of December 31, 2012. Total number of employees is 96 with 82.64 FTEs. Employee longevity remains good with 24 employees having over 15 years of service. There were five resignations and retirements during the last six months of 2012 currently leaving three vacant positions.

Facility updates included new carpeting in the Burley office, expansion of immunization clinic space at the Minidoka Memorial Hospital, completion of exterior lighting changes for greater efficiency in Twin Falls, and modular furniture ordered for the Twin Falls reception area. The Twin Falls generator engine failed this week after only 84 hours of operation. The order for the Gooding generator has been put on hold pending outcome of negotiations with the manufacturer.

Much time has been spent on how to integrate new software with time and effort functions. At this time, staff coding will continue to be done in Magic. We are investigating options for uploading Paragon and Insight entries into Magic.

Administration Report

Mr. LeBlanc reported on the January 8 and January 17 Trustee calls. The main topic of discussion was the general fund formula. A vote taken at the December Trustee meeting resulted in six Trustees voting for the formula of 67% county contribution, 18% population, and 15% poverty. The Board would like this topic to be on the February agenda for discussion.

Mr. LeBlanc's JFAC presentation went well. Board members were encouraged to be in contact with the new legislators in their districts. As soon as the IAC legislative newsletters are available, the Board members would like copies.

Ms. Lierman informed the Board that Health Heroes will be recognized at the May meeting with a light lunch in conjunction with the Budget Hearing and Board meeting. Members were encouraged to submit nominees for this recognition.

Family and Children's Health Report

Ms. Becker provided an update on the influenza season, and Idaho has not been hit too hard. We are almost out of our flu vaccine supply, but we can order more from Americare if needed. There are several places that are still providing flu vaccine (pharmacies, Costco, Walmart, etc.).

With the hiring of our new physician assistant, Rachel Nutting, we have started family planning clinics in Jerome and Burley. She is also working in the Refugee Health and Women's Health Check programs. With the retirement of the PA at CSI, we will be providing reproductive health and immunization services to students.

Our acceptance into the National Health Care Service Corp was recently turned down. This may be a good thing as we would have been locked into providing the same clinical services for the same fees for two years (starting this summer). We do not know how the Affordable Care Act will affect our services.

Ms. Becker requested approval to add a procedure fee of \$15 for TCA (genital wart treatment) to Policy .151.

MOTION (made by Dr. Curran, second by Ms. Juntunen): "I move that we add the TCA procedure fee of \$15 to Protocol .151-B." Motion carried.

With Board direction, the District has been providing HIV prevention services to the Twin Falls Detention Center even though there is no contract funding to support it. The new HIV contract again provides funding for the Walker Center but not the detention center. Discussion of next steps was tabled to the next meeting when Commissioner Kramer will be in attendance.

The Medicaid regional cap fee for immunization administration was recently raised thus allowing the District to possibly increase fees to clients. Ms. Becker will provide more information on how to bill and recoup costs at the February meeting.

Environmental Health

The District received \$5,000 in the Public Water System contract to activate TRIM, a new archiving program administered by DEQ. This program will allow all documents to be scanned and transmitted into files categorized by PWS number. Hard copies can then be destroyed; this will result in a paperless system.

The food licensing process is drawing to a close. Staff continue working on a few delinquent accounts (30 out of approximately 1,000 establishments). A higher number of establishments, especially temporaries, have closed this year.

The District and DEQ have completed negotiations on the revised memorandum of understanding that delegates authority and specifies responsibilities of the two agencies for the land programs. The final document was approved by the Attorney General and will be signed in February.

The Northwest Center of Public Health Practice recognized the District in its November "We Are Public Health" newsletter for our work in developing education tools for the successful Farmers' Market training program.

Public Health Promotion and Preparedness

Healthcare Hospital Preparedness Program – allotment 11 – resulted in hospital purchases of \$165,665. Hospital scope is expanding into education, training, communication, and geriatrics.

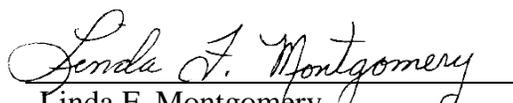
The Dentaquest Foundation gave the State a \$100,000 grant to create a two-year plan to expand oral health prevention services. With our portion (\$7,000), we will be providing fluoride varnish for Early Head Start children along with their siblings/families. To make these services sustainable, we will create a partnership network to include CSI Early Head Start, Early Head Start parents, Family Health Services, CSI dental program, area hygienists and Dr. Young.

The Board requested further information to be emailed on the number of EHS referrals to dentists and the DFM findings of the 2009 Smile Survey.

Other Business

Ms. Montgomery recommended the Board plan a date in March or April for long-term planning, review of Board activities, and strategic planning (include a Board Assessment). Results of the last work climate assessment were requested to be sent to Ms. Jones.

Adjourn at 3:10 p.m.


Linda F. Montgomery
Board Chair

Attest: 
Rene R. LeBlanc
District Director

Board Minutes approved on February 27, 2013