

**SOUTH CENTRAL PUBLIC HEALTH DISTRICT
BOARD MEETING
January 22, 2014**

Board Members Present:

Linda Montgomery, Chair
Charles Ritter, Vice-Chair
Cheryl Juntunen
Don Clark
Angenie McCleary, Commissioner
Terry Kramer, Commissioner
Pamela Jones
Peter Curran, MD

District Staff Present:

Rene R. LeBlanc, District Health Director
Cheryle Becker, FACH Administrator
Merl Egbert, Env. Health & Preparedness Director
Jeremy St Clair, Financial Specialist, Principal
Karyn Goodale, Community Health Director
Jeff Pierson, Information Management Director
Eric Myers, Business Operations Specialist
Amy Lierman, Public Information Officer
Angie Tamayo-Wojcik, HR Associate
Kathlyn Egbert, Management Assistant

Excused:

Tom Faulkner, Commissioner, Trustee

Guests:

Minutes

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

Consent Agenda

Mrs. Montgomery called for approval of the consent agenda to approve the November 13, 2013, Board of Health minutes, the fiscal report for November and December 2013 for filing, and division reports. Mr. LeBlanc requested item C (STD/HIV Contract Changes and Snake River Detention Center Impact) be moved to other business.

MOTION (made by Commissioner McCleary, second by Mrs. Jones): “I move that we approve the consent agenda with the exception of Item C.” Motion carried.

Consent Agenda Summaries

Fiscal: At the 50% mark of Fiscal Year 2014, the Comparison to Budget report shows contract revenues are 2% over budget. Fees and donations are at about 65% of budget with immunization and food fee revenues coming in strong. Total revenues are down to about 4% of the budgeted amount, and personnel expenditures are slightly under the halfway mark for the year. The current pass-through account balance is \$641,551, which is \$144,000 lower than last year at this time.

Information Management: SCPHD In Person Assisters (IPA) will participate in a signing event with Your Health Idaho in Twin Falls on February 1, 2014. The role of the IPA will be to screen individuals looking for insurance through the health insurance exchange to ensure they qualify. A future signing event will follow in the Mini-Cassia area (no details are available at this time).

Planning continues for the IAB Conference in Sun Valley in May 2014. Letters for possible vendors or sponsors will be sent out mid-January; any donations will assist with meal and entertainment costs.

Community Health:

Comprehensive Cancer Program: Members of the South Central Idaho Comprehensive Cancer Advisory Board piloted a new contract deliverable (“Ask Me”) in the Twin Falls area. This screening initiative was designed to promote and increase mammogram screening for women 40 and older. The members contacted businesses throughout the community to participate in educating women on breast cancer and mammogram screening. Although there were 23 business and 150 volunteers that participated, there were still no significant increases in the number of mammogram screenings compared to the previous year. “Ask Me” is now being promoted in Jerome, and the goal is to increase mammogram screenings by 10%.

Tobacco Free Environment Policy: SCPHD has revised the title of Policy .260 from *Smoking on District Property* to *Tobacco Free Environment*. The policy was expanded to not allow e-cigarettes or use of any other tobacco products by clients, visitors, employees, volunteers, contractors, and vendors on district property.

Business Operations:

Facilities: Identification/access badges have been issued to all district employees, and restricted public lobby access has been implemented at each office. Mr. Rick Hinzman has been hired as the new Maintenance Craftsman.

An agreement has been entered into with NETFacilities Co. to provide software for preventive maintenance, work flow, and cost tracking. Efforts to reduce energy costs in district facilities have been implemented (most recently, automated interior lighting sensors). Additional energy efficient recommendations will be presented at future meetings.

OTHER BUSINESS-ACTION ITEMS

FACH Report

Mrs. Becker presented information on new family planning lab fees charged by the Center for Disease Detection (CDD). The State Lab is no longer providing free lab tests for the Health Districts requiring us to find a new lab. New CPT codes for billing all insured and Medicaid clients have been added to our fee schedule to cover the new lab costs. To date, our experience with CDD has been positive, and the turn-around time has been minimal. (An error was noted on the sliding fee for Pap smear and was corrected.)

In the immunization program, SCPHD is currently charging Medicaid and private insurance \$30 for the first antigen and \$25 for each subsequent antigen. The other Health Districts are charging \$20 for the subsequent antigens. Mrs. Becker asked if we should reduce our fee to be in line with the other Districts. Board consensus was to continue billing \$25 for subsequent antigens. With the Affordable Care Act, most children should be covered by insurance.

MOTION (made by Mr. Ritter, second by Mrs. Juntunen): “I move that we approve the new lab fees as presented to Protocol .151-B Family and Children’s Health Services Fees for FY-2014 as corrected.” Motion carried.

The current STD/HIV contract has been reduced, and no assurances have been made for future funding (30% of HIV portion, 50% of STD). District numbers for HIV tests in the alternate sites has been cut from around 200 to 51. With reduced funding for HIV tests, the District has been encouraged to only test high risk individuals. SCPHD has been notified that, if there is not a 1% positive rate, funds may be reallocated to areas with higher positive rates.

Mrs. Becker asked if the Board would like to continue with HIV education and testing at the Snake River Juvenile Detention Center (SRJDC) as a Board option. Although these juveniles are generally not high risk, Board members feel education is very important and that SCPHD should be present at juvenile centers with the possibility of expanding the education component. Board discussion resulted in agreement that staff continue the HIV/STD education portion at the SRJDC with HIV testing being done only for high-risk individuals. Actual costs to provide the service can be reviewed at year end.

MOTION (made by Commissioner Kramer, second by Mrs. Jones): “I move that we approve the continued funding for the STD/HIV education portion.” Motion carried.

Business Operations – Clark Conference Room Remodel

Mr. Myers presented information regarding the proposed Clark Conference (bathroom) remodel project. Board members reviewed the drawings and estimated overall cost of the proposed remodel. Board members expressed that the remodel was not a priority and monies could be spent better on staffing, programs, strategic plan, and work climate assessment. Mr. LeBlanc stated this is a concept brief to present the remodel idea to the Board. The remodel can be reviewed later this year at the discretion of the board pending carry-over.

MOTION (made by Mrs. Juntunen, second by Mr. Ritter): “I move that we delay and decide at a later date after reviewing carry-over.” Motion carried.

Fiscal Report – Plexus

As of June 30, Blue Cross will no longer offer clearinghouse services. They will only accept electronic claims for Blue Cross members. District staff are not billing experts, and insurance billing is very complex. Mr. St. Clair presented information regarding Plexus, a subsidiary of NetSmart whose software (Insight) is used for our electronic medical records. Plexus is a revenue management company which can process the insurance billing and client billing for the District by extracting information directly from Insight. It could essentially become the new clearinghouse for the District. The District’s current collection rate is 66 % of the billing amount; Plexus projects they can get the rate up to 74% in the first year. Plexus will charge a flat fee of \$45,000 plus a variable fee of 10% of any increase in revenue above the current base collection percentage.

Board consensus was for Mr. St. Clair to obtain references and contract information and bring back to the Board next month as an action item.

Administration Report

Draft minutes of the January Trustee meeting following the JFAC Budget presentation were shared with the Board. “Due-Outs” were identified as a follow-up to the budget presentation (unduplicated clients for WIC services, breakdown of the Fees/Donations, and clinical program costs. Rene LeBlanc prepared the response for the questions raised and attached a spreadsheet “Program Revenue and Cost Analysis”

for all public health districts; Carol Moehrle signed the response letter back to JFAC.

Mr. LeBlanc is researching the details of the Preventive Health Levy (IC 31-862). It was found that 37 of the 44 counties do levy. This section of code allows counties to levy a preventive sales tax of 0.04% on market value. It allows counties to raise necessary funds for member county apportionment to the public health district.

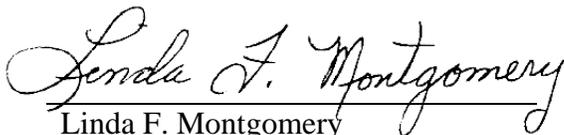
MOTION (made by Commissioner McCleary, second by Mr. Ritter): “I move that we go to executive session as authorized by Idaho Law 67-2345 (b) for the purpose of the discussing personnel issues.” Roll call: Blaine County, aye; Camas County, aye; Cassia County, aye; Jerome County, aye; Lincoln County, aye; Minidoka County, aye; Twin Falls County, aye; Medical Consultant, aye. Motion carried.

The Board returned to regular session.

Board members discussed efforts to provide adequate nursing coverage in the Bellevue office. Mrs. Becker also provided information on our efforts to expand the Nurse Home Visitation program within the district.

The next board meeting will be February 26, 2014.

Meeting adjourned


Linda F. Montgomery
Board Chair

Attest: 
Rene R. LeBlanc
District Director

Board Minutes approved on February 26, 2014