



Board of Health Meeting
December 10, 2014

Present:

Linda F. Montgomery, Chair (Jerome County)
Angenie McCleary, Comm., Vice-Chair (Blaine County)
Tom Faulkner, Comm., Trustee (Gooding County)
Charlie Ritter, (Lincoln County)
Terry Kramer, Comm. (Twin Falls County)
Pam Jones, RN (Camas County) - *Excused*
Cheryl Juntunen, RN (Minidoka County)
Bob Kunau, Comm. (Cassia County)
Peter G. Curran, MD, MHCDS, FACP (Medical Consultant) – *Conference Bridge @ 1:33 p.m.*

Staff:

Rene LeBlanc, RS, District Health Director
Cheryle Becker, RN, FACH & Preparedness Administrator
Jeff Pierson, MCP, Information Management Administrator
Melody Bowyer, REHS, Environmental Health Director
Karyn Goodale, Community Health Director
Jeremy St Clair, Fiscal Officer
Eric Myers, Business Operations
Amy Lierman, PIO
Angie Tamayo-Wojcik, HRA

Guests:

Jim McNall - ICRMP

- I. **CONVENE:** The meeting was called to order by Linda Montgomery, Chair at 1:30 p.m.
 - Correspondence –
 - Reviewed a letter of appreciation from Your Health Idaho; the district provided facility space for their enrollment outreach efforts.
 - Reviewed a thank-you card from Shoshone Elementary School for the school supplies the Employee Committee raised and donated.
 - Additional Agenda Items – N/A.

- II. **CONSENT AGENDA**
 - A. Approval of Minutes, November 12, 2014
 - B. Financial Reports – To be presented at the January 28, 2015 meeting.

MOTION (made by Commissioner Faulkner, second by Commissioner Kunau): “I move that we approve the consent agenda.” Motion carried.

III. ACTION ITEMS

- A. Items pulled from the Consent Agenda – None.
- B. Review/approve the 2014-2019 Strategic Plan for SCPHD with Fiscal Crosswalk – Rene LeBlanc. A companion document to the Strategic Plan (SP) was presented which cross walked current programs (federal contracts) to strategic priorities. The cross walk also showed staff time by FTE and program costs. After much discussion, it might be useful to share the contract quarterly reports to show work conducted per the scope of work. This may allow a better review for strategic priority alignment.

MOTION (made by Commissioner Kramer, second by Mr. Ritter): “I move that we approve the Strategic Plan 2014-2019.” Motion carried.

- C. Review/approve the Heyburn Facility Final Design and Construction Budget – Eric Myers. The 90% design and construction budget was presented to the board. The design was well received with one amendment. Commissioner Kramer asked Mr. Myers to research the cost for placing a Corian surface in lieu of Formica at the reception counter due to the inherent high use and potential wear. It is anticipated the cost will be minimal due to the placement at the window openings of the counter and not the entire counter. Mr. Myers will work the request into the design for the 100% Final & Budget. Due to the length of time until the next scheduled board meeting (1/28/15), the board approved and authorized (by motion and unanimous vote) the District Director and Mr. Myers to proceed with the Architects to the next step of announcing the construction bid by mid-January. The 100% Final Design & Budget will be posted to the BoH Dropbox folder for review prior to the next board meeting.

MOTION (made by Mrs. Juntunen, second by Commissioner Faulkner): “I move that we approve the Heyburn Facility design and authorize Rene and Eric to move forward with the process.” Motion carried.

- IV. BOARD OF HEALTH ANNUAL TRAINING – Jim McNall, ICRMP. Mr. McNall conducted training on the roles and responsibilities of board members and the relationship with the executive director (District Director). He prepared his presentation from the various codes and rules governing the public health districts, Personnel Commission rules, and the Idaho Open Meeting Law. The training was important for the new members of the board and good refresher for everyone.

V. DISCUSSION ITEMS – NO ACTION

- A. 360 Survey Results: District Director – Rene LeBlanc. A 360 survey was conducted which included community/partner organizations (9.1%), BoH current members and former members (33.3%), peers (District Directors) (21.2%), direct reports (18.2%), and random SCPHD staff (18.2%). The results of the survey showed:
- The average positive response to each question was 69% either agree or strongly agree.
 - The average negative response to each question was 6% either disagree or strongly disagree.
 - There were 25% of the responses that were either “neutral” or “I do not know”.
 - There were 16 of 32 respondents who made comments. Of those comments, 81% (13 of 16) were viewed as very positive and 19% (3 of 16) as negative.

B. Meeting dates:

- State of the State January 12, 2015
- JFAC: IPHD Presentation January 22, 2015
- Board of Health Meeting January 28, 2015

- VI. EXECUTIVE SESSION as authorized by Idaho Law 67-2345 (1) (b) for the purpose of discussing personnel issues: Evaluation of the District Director per written request of Comm. McCleary – Blaine County.

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

The board came out of executive session at 4:15 p.m.; there was no action.

- VII. ADJOURN – 4:20 p.m.


Linda F. Montgomery
Board Chair

Attest: 
Rene R. LeBlanc
District Health Director

Board Minutes approved on

Jan 28, 2015

