



**Board of Health Meeting
March 26, 2014**

Present:

Linda F. Montgomery, Chair (Jerome County) – Conference Bridge
Charlie Ritter, Vice-Chair (Lincoln County)
Tom Faulkner, Comm., Trustee (Gooding County)
Terry Kramer, Comm. (Twin Falls County)
Pam Jones, RN (Camas County)
Cheryl Juntunen, RN (Minidoka County)
Peter Curran, MD (Medical Consultant/At-Large Member)

Excused:

Don Clark (Cassia County)
Angenie McCleary, Comm. (Blaine County)

Staff:

Rene LeBlanc, District Health Director
Cheryle Becker, RN, FACH & Preparedness Administrator
Jeff Pierson, Information Management Administrator
Craig Paul (for Melody Bowyer, EH Director)
Karyn Goodale, Community Health Director
Jeremy St Clair, Fiscal Officer - Excused
Eric Myers, Business Operations
Amy Lierman, PIO
Angie Tamayo-Wojcik, HRA

- I. **CONVENE:** The meeting was called to order by Charlie Ritter, Vice Chair at 1:30p.m.
- Correspondence. N/A
 - Presentation. Janis Eklund, Study Manager, National Health and Examination Study (NHANES) presented an update to the progress for the NHANES survey in Twin Falls County. This is the first time in Idaho. Survey teams are out in the county and the examinations will start on April 9 for those selected to participate. Group data will be available at www.cdc.gov/nhanes; individual county data will not be available. Open House for Community Leaders and Elected Officials is on April 8.
 - Additional agenda items: Rene LeBlanc requested an amendment the agenda to include an action item for new fee change for blood lead and specimen transport fee for FACH.

MOTION (made by Commissioner Kramer, second by Commissioner Faulkner): “I move that we amend the agenda to include the blood lead and specimen transportation fee to the action items under A.” Motion carried.

II. CONSENT AGENDA –

MOTION (made by Commissioner Kramer, second by Commissioner Faulkner): “I move that we approve the consent agenda with the exception of the IADBH Resolutions (moved to “action items”).” Motion carried.

- A. Approval of Minutes, February 26, 2014
- B. DFM/DHR/SCO Memorandum of Instruction (MOI). The MOI outlines the procedures and processing deadlines to implement State Agencies Appropriation Bill’s Intent language for a 1% one-time merit increase using salary savings in FY 2014 and the FY 2015 permanent 1% merit increase.
- C. BCSD Contract (Update). Signed contract between SCPHD and BCSD.
- D. Policy .011. Update to the Reporting of Personnel Issues to the Board of Health.
- E. Fiscal Report – February 2014 Financials. Reviewed and approved for filing.
- F. IMD Update Report – Updates current projects and the status of ongoing projects concerning Community Relations, IABDH planning, IT, and staff development.

III. Fiscal Year 2015 Draft Budget Presentation – Rene LeBlanc. The FY 2015 SCPHD Budget was presented to the Board for consent to present to the eight member counties and to the SCPHD Budget Committee (scheduled for May 21 @ 1:30 p.m.). Planning assumptions included at 3% increase by member counties; level funding for federal contracts; level funding on fees/insurance billing; and level operating expenditures. Planning facts include a 15.7% increase in the employer’s health insurance cost per eligible employee and the ~2% CEC as outlined by the legislature. The Board concurred with the planning assumptions and facts and agreed to move the budget forward to the counties and budget committee.

Board consensus was to adopt the proposed 2015 SCPHD budget for presentation to the 8 counties and SCPHD Budget Committee (recommendation was made by Mrs. Montgomery, second by Commissioner Faulkner).

IV. ACTION ITEMS

- A. Items pulled from the Consent Agenda – IADBH Resolutions.
 - i. (District 4) Resolution to Support a Food Establishment License Fee Increase. Recommended setting an actual number for the fee.
 - ii. (District 4) Resolution to Support Purchasing Healthier Food Options with Idaho Food Stamp Benefits.

- iii. (District 6) Resolution Concerning the Prevention of Prescription Drug Abuse.
- iv. (District 2) Resolution to Oppose Legalization of Marijuana in Idaho.
- v. (District 4) Resolution to Support Insurance Coverage for Low Income Idahoans.

Board consensus was to move all the Resolutions to the Trustee/Business meeting in Sun Valley on May 29 (recommendation was made by Mrs. Montgomery, second by Commissioner Faulkner).

- B. Review/approve Twin Falls Phone System Replacement – Jeff Pierson. The phone system in Twin Falls (and satellite offices) is aging out and replacement parts are becoming non-existent. NEC is the vendor; they announced a buy-back program that could save the district 38% in the acquisition of a replacement system through the state contract. Approved (by motion) for processing.

MOTION (made by Commissioner Faulkner, second by Mrs. Juntunen: “I move that we approve the Twin Falls replacement phone system and sell the old phone system.” Motion carried.

- C. Review/approve an offer to purchase the Gooding property – Eric Myers. Reviewed one submitted offer per the bid announcement. The offer was made by North Canyon Medical Center for the piece of property located at the corner of North Canyon Drive and State highway 46 Gooding, ID; a parcel of land located in a portion of lots 32 and 37 of “South Gooding Acreage Subdivision,” in the NW⁴ NW⁴, of Section 8, Township 6 South, Range 15 East, Boise Meridian, Gooding County, ID in the amount of \$45,000.

MOTION (made by Commissioner Kramer, second by Mrs. Juntunen: “I move that we accept the \$45,000 offer and direct the District Director to counter offer with North Canyon Medical Center to pay all closing costs and to engage in the sale of the property.” Motion carried

V. DISCUSSION ITEMS – NO ACTION

- A. Building Committee Update – Eric Myers. An update was provided regarding the Building Committee and the schedule to review RFQ submittals for architectural services for the Heyburn facility. Oral presentations will be held on April 7th and 9th by the three architectural finalists.
- B. Review Environmental Health Fees – Craig Paul. The EH Division fees were reviewed for the Lands Program (Sewage Disposal, Mortgage Survey Services, Land Development Services, and Consulting Rate). In almost all cases, SCPHD had the lowest fee of all seven (7) districts. A proposal was

made to raise the fees to meet the “median” level (of all 7 districts) provided it did not exceed our cost. EH will return in April with the proposed schedule confirming increased fees, which will still be below our costs.

- C. Review/approve New Clinical Fees for Blood Lead Testing and Rabies Specimen Transport – Cheryle Becker. Ms. Becker presented the board with a revised fee schedule to cover costs for blood lead testing (a capillary collection fee and a blood lead test fee) and she also presented a fee for reimbursement of rabies specimen transport costs.

MOTION (made by Mrs. Juntunen, second by Mrs. Jones: “I move that we approve the capillary lab, capillary blood testing and the transport fees (actual costs).” Motion carried

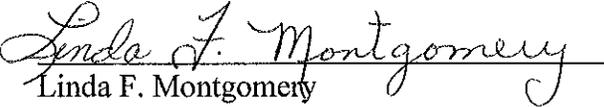
- D. IADBH: Agenda, Panel Discussion, etc. – IADBH Committee. An update on the agenda, invited speakers, venue, and activities was provided to the board.
E. County Visit Schedule – Rene LeBlanc. Reviewed the schedule of member county visits. The schedule starts April 21 and concludes May 12.

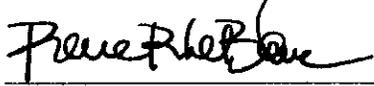
F. Meeting dates:

- Board of Health (BoH) Meeting April 23, 2014
- County Commission Visits (Start) April 21, 2014
- BoH Meeting & Budget Hearing May 21, 2014
- IADBH – Sun Valley May 29-30, 2014

The next board meeting will be April 23, 2014 due to a conflict with the IAC Social Services Conference April 15-17, 2014.

The meeting adjourned at 3:30 p.m.


Linda F. Montgomery
Board Chair

Attest: 
Rene R. LeBlanc
District Director

Board minutes approved on: April 23, 2014