



**Board of Health Meeting Minutes
April 15, 2015**

Present:

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

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-Durham, Community Health Director
Jeremy St Clair, Fiscal Officer
Eric Myers, Business Operations
Amy Lierman, PIO
Kansas Guthrie, HR Associate

I. **CONVENE:** 1:31 p.m.

- Correspondence – N/A
- Additional Agenda Items – N/A

II. **CONSENT AGENDA** – Approved (by motion)

- A. Approval of Minutes, March 18, 2015.
- B. Financial Reports – March 2015; Investment Report.

MOTION (Made by Cheryl Juntunen and seconded by Commissioner Bob Kunau) “I move to approve the consent agenda.” Motion passed.

III. **EXECUTIVE SESSION** – N/A.

IV. DISCUSSION ITEMS – NO ACTION

- A. Office of Performance Evaluation (OPE) – Rene LeBlanc. Mr. LeBlanc briefed the board on the decision of the Joint Legislative Oversight Committee's (JLOC) proposal to conduct a study on the 7 Public Health Districts and the method of distribution for the state General Funds (Public Health Trust Fund). The project will commence around late spring and is scheduled to conclude with a final written report to the JLOC in December 2015.
- B. SHIP & RBHB Update – Rene LeBlanc. Mr. LeBlanc provided an update regarding the SHIP grant and Regional Behavioral Health Board (RBHB). Mr. LeBlanc was invited to the RBHB Steering Committee to discuss options in partnering with public health. The focus was on “building” into the relationship and in identifying what support is needed and how it could be provided. The main point was to approach this with eyes open and to explore all options.
- C. IADBH Registration – Rene LeBlanc. Mr. LeBlanc informed the board that we were at a point to make reservations and to access board member's interest in attendance. A majority of the board members will attend this year's conference in McCall; the agenda is focused upon SHIP and the roles of the PHD's.
- D. FACH Division Report – Cheryle Becker, Administrator. Ms. Becker briefed on the progress with the Parents As Teachers (evidenced based home visitation) program and the staff training recently received. They are at a point to begin receiving referrals for Twin Falls and Jerome Counties (specified by the IDHW sub-grant). She also mentioned about the opportunity for an expansion sub-grant opportunity to possibly move into Gooding and Lincoln Counties. The board may also want to use year-end funds (one-time monies) to create expansion opportunities into other counties.
- E. IMD/Community Relations Report – Jeff Pierson. Mr. Pierson updated the board on recent community relations activities and outreach to many businesses within south central Idaho. He also highlighted his recent presentation/webinar to the State WIC Program and the PHD's WIC Coordinators regarding D5's efforts in social media, media outlets, and local theaters.

- F. Environmental Health Division Report – Melody Bowyer. Ms. Bowyer shared information regarding the Farmer’s Markets and in the recent legislative session with the Cottage Food Bill. She highlighted that there is planning on expanding SNAP cards to Farmer’s Markets through the use of tokens purchased using the SNAP card. This may be an option available to families for access to healthier foods.
- G. Community Health Division Report – Karyn Goodale-Durham. Ms. Goodale-Durham updated the board on her division’s current work. She highlighted the efforts of the Health Educators in the community and with WIC participation.
- H. Business Operations Report (Heyburn Facility) – Eric Myers, BOS. Mr. Myers shared the progress made in construction of the new facility in Heyburn and he also reviewed the current construction budget (to date).

V. **ACTION ITEMS**

- A. Items pulled from the Consent Agenda – N/A
- B. Review/Approve the FY 2016 Draft Budget: General Funds, Member County Apportionment, Millennium Fund, and Fees/Insurance Reimbursements – Rene LeBlanc. Mr. LeBlanc presented the FY 2016 Budget book to the board and requested action for a 3% increase in Member County apportionment.

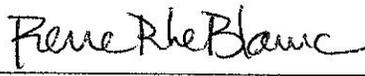
MOTION (Made by Cheryl Juntunen and seconded by Pam Jones) “I move to approve the 3% increase to the Member County Apportionment.” Motion passed 6-1.

- C. Review/Approve the FY 2016 CEC (Change in Employee Compensation) Matrix – Rene LeBlanc. Mr. LeBlanc reviewed the actions of the 2015 Legislative session; the legislature approved an average 3% increase with stipulation that it be based upon performance as a condition of eligibility. The Division of Financial Management (DFM), the Division of Human Resources (DHR), and the State Controller’s Office jointly published a Memorandum of Instruction (MOI) describing the conditions of matrices, processing codes and due dates. Mr. LeBlanc presented an option for consideration. The board indicated a desire to see additional options for consideration. Options will be voted upon by email polling prior to the stated MOI milestone dates: May 4th (DFM/DHR), June 7th (SCO/DSP) and payout on July 3rd.

MOTION (Made by Commissioner Bob Kunau and seconded by Cheryl Juntunen) "I move to table the action item regarding the average 3% CEC in order to review additional options and to be polled by email for final approval." Motion passed.

VII. ADJOURN – 4:00 p.m.


Linda F. Montgomery
Chair

Attest: 
Rene R. LeBlanc
Board Secretary

Board Minutes approved on: May 20, 2015