



**Board of Health Meeting
September 23, 2015**

Present:

Linda F. Montgomery, Chair (Jerome County)
Charlie Ritter, Vice-Chair (Lincoln County)
Tom Faulkner, Trustee (Gooding County)
Angenie McCleary, Comm., (Blaine 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) – *Conference Bridge*

Staff:

Rene LeBlanc, RS, District Health Director
Cheryle Becker, RN, FACH & Preparedness Administrator
Jeff Pierson, MCP, Information Management Administrator
Melody Bowyer, Environmental Health Director
Karyn Goodale-Durham, Community Health Director
Rob Petroch, SHIP Manager, FACH
Jeremy St Clair, Fiscal Officer
Eric Myers, Business Operations
Amy Lierman, PIO
Kansas Guthrie, HR Associate
Yvonne Humphrey, Administrative Assistant-II

Guest(s):

Cory Montgomery, Intern Region V MH/BH

I. **CONVENE:** 1:30 p.m.

- Correspondence –
 - The board was provided copies of the State Travel Policy and Per Diem increase memorandum (effective 10/1/2015), the IPHD Monthly Newsletter, and a copy of the invitation for the Oral Health Regional Network.
- Additional Agenda Items – None.

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

- A. Approval of Minutes, August 26, 2015.
- B. Financial Reports – August 2015 (FY 2016).

MOTION (made by Linda Montgomery and seconded by Commissioner Terry Kramer):
“I move to approve the consent agenda”. Motion passed.

III. **ACTION ITEMS**

- A. Items pulled from the Consent Agenda – N/A
- B. Review/Approve Budget Revision: FY 2016 – Jeremy St Clair. Mr. St Clair briefed the board on the revised budget which includes board approved carry-over requests (capital outlay), board approved additions to the Heyburn facility construction project, and federal sub-grants received or renewed since May 20, 2015 (initial approved budget). He provided a new PCA spreadsheet to reflect new programs added and to highlight where carryover funds were added. The board reviewed all the changes and once questions were addressed, they approved the revised budget for FY 2016. The revised budget increased to \$7,799,898 (up from \$6,692,550).

MOTION (made by Cheryl Juntunen and seconded by Pam Jones): “I move to approve the revised budget”. Motion passed.

- C. Review/Approve the Date, Location, and Topics for the 2015 Legislative Reception – Rene LeBlanc. Mr. LeBlanc presented options for dates, location and topics to the board. A review of all available agency calendars showed no conflicts for November 12th. Additionally, the board accepted a proposed location of the Caddy Shack (Jerome Country Club) as the venue; furthermore, they requested a mid-day time in order to encourage attendance. The topics will include the Statewide Healthcare Innovation Plan (SHIP) and the South Central Health Collaborative, the Regional Behavioral Health Board partnership, and a new program for home visitation (Parents As Teachers). The board consented to the date, location, time, and topics for the reception.
- D. Review/Approve the Scope of Work (Draft) with the Regional Behavioral Health Board (RBHB) – Rene LeBlanc. Mr. LeBlanc presented the draft Scope of Work (SOW) for a contract between IDHW and SCPHD, to provide administrative support to the RBHB. The SOW was developed in concert between both parties and was vetted through the RBHB Steering Committee and approved by the Executive Committee and full board. The board of health approved the SOW for inclusion to the contract with Division of Behavioral Health, IDHW and SCPHD.

MOTION (made by Commissioner Angenie McCleary and seconded by Commissioner Terry Kramer): “I move to approve the scope of work with the Regional Behavioral Health Board as presented by Rene LeBlanc”. Motion passed.

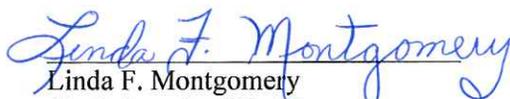
IV. DISCUSSION ITEMS – NO ACTION

- A. SHIP Regional Health Collaborative: South Central Health Collaborative (SCHC)– Rob Petroch. Mr. Petroch provided a monthly update on the progress with SCHC and included a copy of their approved minutes from the August 28th meeting. SCHC is waiting for the November 5th Kick-Off meeting with key members from IHC and all seven PHD’s before determining the make-up and structure of the full health collaborative. Initially, only the Executive Committee is formed with the Chair (Dr. Keith Davis, Shoshone Family Medical Center), Co-Chair (Dr. Steve Kohtz, SLMV) and District Director (Rene LeBlanc, SCPHD). He also mentioned that Mrs. Linda Montgomery, Board Chair, has attended the meetings as a guest/visitor since these meetings are open. Lastly, a matrix of all the committees, collaboratives, coalitions, and districts that SCPHD staff participate in was provided to the board.
- B. Community Crisis Center (CCC) – Cory Montgomery (Intern, Region V, IDHW). Mr. Montgomery updated the board, on behalf of Erica Estes (excused) with the recent visit to Idaho Falls by a select committee to tour their Community Crisis Center. Numerous photographs and building layout was briefed. The intent is to position our region with a solid proposal and/or application in the event the legislature approves funding for another CCC.
- C. Division Reports:
- a. Family and Children’s Health Division.– Cheryle Becker. Ms. Becker updated the board on the current flu season campaign, updates for the Communicable Disease program as well as the Parents As Teachers program.
 - b. Community Relations Division – Amy Lierman. Ms. Lierman informed the board of plans for SCPHD to participate in the annual South Central Community Action Program’s fair in the Twin Falls City Park. She briefed on the volunteers and the outreach materials prepared for the event.
 - c. Environmental Health Division – Melody Bowyer. Ms. Bowyer presented of updates for the Idaho Food Rules and how SCPHD hosted an open house for comment on the proposed rule changes. The board asked if there had been any update to the Cottage Food bill from the last legislative session; there has been no update nor inquiries from the

community. We expect interest to increase with the start of the next session.

- d. Community Health Division – Karyn Goodale-Durham/Dori Holler. Ms. Goodale-Durham introduce the initiative in WIC to conduct Walk-In Wednesdays. This has occurred for 4 weeks and she introduced Ms. Holler to provide perspective on the staff's success and with client comments. Ms. Holler briefed the staff were very excited to be offering walk-ins and that the clients greatly appreciated the flexibility for WIC appointments. On average, walk-in days see approximately 20+ clients more than regularly scheduled days. This will expand to the Heyburn Facility in January 2016.
- D. Heyburn Facility Update – Eric Myers. Mr. Myers updated the board on the current status of the construction project. He provided construction progress to date. More photographs were provided to document construction progress. The anticipated completion date is for November 17th.
- E. Farewell for Jeff Pierson (IMD Administrator) – Rene LeBlanc. Mr. LeBlanc informed the board that Mr. Pierson has tendered his resignation in order to explore new ventures with Information Technology in the private sector. Mr. LeBlanc turned time over to Mr. Pierson to say a few words to the board and to express his appreciation for his time at SCPHD and his association with the staff. Mr. LeBlanc provided the board a new organizational chart to reflect a reorganization of staff sections reporting to new division directors or the district director.
- F. Next Meeting: October 28, 2015. The board was invited to the North Reception to receive a Flu shot if they so desired.

VII. ADJOURN – 3:00 p.m.


Linda F. Montgomery
Chair, Board of Health


Attest: Rene R. LeBlanc
Board Secretary/Director

Date: Oct 28, 2015