



**Board of Health Meeting
August 24, 2016**

Present:

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

Staff:

Rene LeBlanc, RS, District Health Director
Cheryle Becker, RN, FACH & Preparedness Administrator
Jeff Pierson, IT Resource Manager
Melody Bowyer, EH&P Division Director- *Excused*
Karyn Goodale-Durham, Community Health Director
Jeremy St Clair, Fiscal Officer
Eric Myers, Business Operations
Yvonne Humphrey, Admin. Asst. 2
Nancy Andreotti, Admin. Asst. 1
Craig Paul, EH Program Manager

Guest(s): None.

I. CONVENE: 1:37 p.m.

A. Correspondence

1. Resource Manual for south central Idaho (District 5)
2. Board attendance for FY2016

I. CONSENT AGENDA – Approved (by motion)

- A. Approval of Minutes for June 18, 2016.
- B. Financial Report & Investment Report – July 2016 (FY 2017).

MOTION (by Commissioner Terry Kramer and seconded by Pam Jones): “I move to approve the consent agenda”. Motion carried.

II. ACTION ITEMS

- A. Review/Approval of FY 2016 Year End Actuals (July 1, 2015- June 30, 2016) – Jeremy St Clair- Mr. St Clair presented to the board the Year End Actuals. Highlights of the report were total revenues of 97%. Carry over for the year is zero (\$0). There is no extra money at this time.

MOTION (by Tom Faulkner and seconded by Charlie Ritter): “I move to approve the FY 2016 Actuals for filing.” Motion carried.

- B. Review/Approve Distribution of Grant Funds (Seagraves Grant) - Rene LeBlanc: Mr. LeBlanc presented to the board the proposed allocation of no-cost vaccine that the District received from the Idaho Immunization Program (IIP). The District also received a grant for \$6000 from the Seagraves Foundation to aid in covering the administrative fees for the vaccine. It has been proportioned to each county based upon the adult population receiving immunizations from the district. The no-cost vaccine will be offered in the district offices or at coordinated outside clinics. Allotted no-cost vaccine may be moved between counties based upon uptake and demand (demonstrated need). The goal is to be equitable across all counties in the district

MOTION (by Tom Faulkner and seconded by Pam Jones): “I move to approve the proposed distribution plan of no-cost vaccine and the use of the Seagraves Grant to cover the administrative fees associated with this vaccine”. Motion carried.

- C. Amendment of upcoming meeting dates- Linda Montgomery: Ms. Montgomery proposed to the board to change the meeting dates for the next three months.
1. Change the September 28th meeting date to September 21st to due to Commissioner board members attending the Fall IAC Conference in Boise September 26-29.
 2. Change the October 26th Board of Health Meeting to October 19th for a Board of Health/Legislative Reception meeting.
 3. Change the November 17th Board of Health/ Legislative Reception meeting to November 16th for the Board of Health/Health Heroes Awards.

MOTION (by Tom Faulkner and seconded by Commissioner Terry Kramer): “I move to approve the Board of Health Meeting dates for September, October and November as proposed”. Motion carried.

III. DISCUSSION ITEMS – NO ACTION

- A. FY 2018 Budget Development- Rene LeBlanc: Mr. LeBlanc presented to the board the budget development for the next fiscal year (FY 2018). This is for all

the Districts. It shows a standing 1% CEC. Also, the change in employer's cost for Health insurance from \$12,240 to \$13,460 per qualified employee. The employee's cost will remain at approximately 12% of the total cost for health insurance).

- B. Community Crisis Center Contract SOW- Rene LeBlanc: Mr. LeBlanc presented to the board the draft contract for the Crisis Center between IDHW and SCPHD. It is for 4 years, but reflects funding for the first two (2) years at 3.2 million. The remaining two years will be by amendment after the Crisis Center successfully submits their Sustainability Plan to IDHW/Legislature on December 31, 2018. Of the total funds, approximately 95-97% will be pass-through money to the sub-contractor; the remaining funds will be used to cover the administrative costs of the District. The contract manager is Scott Rasmussen, Region-5, IDHW, for all data collection and clinical review. Fiduciary review will be the responsibility of SCPHD.
- C. District Legal Counsel - Linda Montgomery: Ms. Montgomery proposed to the board that it was time to review the District's legal counsel position. Mr. Jeff Hepworth is the current legal counsel and has done a good job for the district. However, he has mentioned to the Director that it may be time to consider finding another counsel for the district since he has moved his practice to Boise. As informational, the local rate (per hour) for attorneys in Twin Falls area is \$200. The consensus is that information be collected for local attorneys and a selection process be initiated. The Director has received referrals from Mr. Hepworth on local attorneys who may be interested. He will follow up on the referrals.
- D. Blue Green Algae Blooms- Craig Paul: Mr. Paul presented to the board a current report of the Blue Green Algae that was detected at Mormon Reservoir (Camas County). A press release went out to notify the public and information has been posted on the District website along with links to the DEQ website. The DEQ website has an area map of where the Harmful Algal Blooms (HAB) has been posted for updates to the public.
- E. Opioid CDC Grant Update- Rene LeBlanc: Mr. LeBlanc presented to the board that Dr. Chris Han, Idaho State Epidemiologist applied for a CDC grant based upon the Millennium Fund application that the Districts submitted to the joint committee. It is proposed that the seven (7) public health districts would be eligible to receive approximately \$28,000 to conduct outreach and education to medical providers and pharmacies in our region in coordination with the Board of Pharmacies and ISU.
- F. National Veterinary Stockpile (NVS) Exercise- Rene LeBlanc: Mr. LeBlanc presented to the board an update of the NVS Exercise that was led by Melody Bowyer, EH & Preparedness Director. We are partnering with USDA/IDA for an exercise to practice the receipt and distribution of National Veterinary Stockpile. Our part of the exercise was to operate a POD (Point of Dispensing) to dispense

anti-viral medications to first responders as a result of an Avian Flu outbreak in conjunction with an outbreak of Hoof and Mouth among a cattle population. The exercise was held at the Armory in Jerome. Public Health staff participating:

1. Observers:
Linda Montgomery, Rene LeBlanc, Jeff Pierson
2. Players:
Cheryle Becker, Josh Jensen, Charles Wells, Dan Schaffer, Logan Hudson, Jennifer Duff
3. Evaluator:
Melody Bowyer

G. SCPHD General Staff/Employee Appreciation Day- Nancy Andreotti/Pam Jones: Ms. Andreotti presented to the board a slide show of the activities that were done at the General Staff/ Employee Appreciation Day held at the Shoshone City Park, Lincoln County. The Employee Committee conducted their annual fund raiser prior to our meeting and the recipient designed was Stanton Health. The fund raiser was filling Baby Bottles with loose change over a 4 month period. The committee raised a total of \$552.43. There were over 125 employees and family members in attendance. Ms. Jones stated that she felt very welcomed and she enjoyed seeing all the families enjoying themselves. She would be willing to help in the planning of next year's activity as a board member.

H. SCPHD Conflict of Interest and Code of Ethics- Linda Montgomery: Ms. Montgomery presented to the board the updated Conflict of Interest and Code of Conduct. She asked all the board member to sign and date both documents and return them to Yvonne Humphrey to file. For those on the phone, it will be e-mailed for them to sign.

I. Commissioner Survey and Health Heroes- Jeff Pierson:

1. Mr. Pierson presented to the board the Commissioner Survey results. There were a total of 8 surveys received. Overall the rating was good. One comment was that they wanted to hear about the programs, upcoming progress and future goals in addition to the budget information. Jeff proposed to work on a Dash board that would meet that request.
2. Mr. Pierson presented to the board the proposed date for Health Heroes be November 16, 2016. The awards will be for Corporate, Adult, and Youth. He also would like to present an award for Behavioral Health to tie into the District's Strategic Plan. After discussion the board agreed. Scoring system to get nomination will be created. Pam Jones, Camas County, will serve as the board representative on the Health Heroes work group. Everyone is encouraged to nominate. Nominations are due by November 1, 2016

J. Legislative Reception- Nancy Andreotti/Rene LeBlanc: Mr. LeBlanc presented to the board that there was a conflict with the original date set for the Legislative Reception, which was November 17, 2016. The new proposed date is October 19, 2016. The new venue will be The Best Western Sawtooth Inn in Jerome. Ms. Andreotti presented the cost for the room and meal cost per person. New RSVP card will be sent out ASAP.

K. Meeting Dates- Linda Montgomery: Please refer to Action Item "II. C".

V. **Board Officers: Nominations-Elections**: The Chair turned over proceedings to the board secretary who in turn conducted the process of nominations and election of board officers. **Note**: There were 7 board members present with 2 members excused.

- Trustee- Tom Faulkner (Gooding County).

MOTION (by Linda Montgomery and seconded by Charlie Ritter), "I nominate Tom Faulkner as Trustee and it was moved that nominations close and that we pass a unanimous ballot. Motion carried.

- Vice-Chair- Charlie Ritter (Lincoln County).

MOTION (by Linda Montgomery and seconded by Tom Faulkner), I nominate Charlie Ritter for Vice-Chair and it was moved that nominations close and that we pass a unanimous ballot. Motion carried.

- Chair- Linda Montgomery (Jerome County). Note: Commissioner Terry Kramer (Twin Falls County) was also nominated. Commissioner Kramer withdrew his name citing anticipated changes to county government come January 2017.

MOTION (by Pam Jones and seconded by Comm. Terry Kramer), "I nominate Linda Montgomery and it was moved that nominations close and that we pass a unanimous ballot. Motion carried.

VI. ADJOURN – 3:31 p.m.


Linda F. Montgomery
Chair, Board of Health


Attest: Rene R. LeBlanc
Board Secretary/Director

Date: Sep. 21, 2016