



Board of Health Meeting

May 18, 2016

Present:

Linda F. Montgomery, Chair (Jerome County)
Charlie Ritter, Vice-Chair (Lincoln County)
Tom Faulkner, Trustee (Gooding County)
Angenie McCleary, Comm., (Blaine County) - *Phone*
Terry Kramer, Comm. (Twin Falls County)
Pam Jones, RN (Camas County)
Cheryl Juntunen, RN (Minidoka County) - *Excused*
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, IT Resource Manager
Melody Bowyer, EH Division Director
Karyn Goodale-Durham, Community Health Director
Jeremy St Clair, Fiscal Officer
Eric Myers, Business Operations
Amy Lierman, PIO - *Excused*
Yvonne Humphrey, Admin. Asst. 2
Kansas Guthrie, HR Associate
Nancy Andreotti, Admin. Asst. 1

Guest(s):

Frank Knight, SCBHB

I. CONVENE: 1:35 p.m.

- Correspondence –
 - Updated Salary Admin. Policy (.233)
 - Updated Title 74 (Open Meeting Law)
- Board member contact information updated
- Board member appointments- Linda Montgomery (Jerome County) is reappointed; Commissioner Sheryl Koyle (Minidoka County) new appointee.

II. CONSENT AGENDA – Approved (by motion)

- A. Approval of Minutes, 27, 2015.
- B. Financial Reports – April 2016.

MOTION (made by Tom Faulkner and seconded by Commissioner Terry Kramer): “I move to approve the consent agenda as presented”. Motion passed.

III. ACTION ITEMS

- A. Consent agenda items- Linda Montgomery- No items pulled.
- B. Review/Approve the FY 2017 Board Meeting Calendar – Yvonne Humphrey. Mrs. Humphrey presented to the board the FY 2017 calendar of scheduled meeting. After review, no changes were noted.

MOTION (made by Commissioner Bob Kunau and seconded by Pam Jones): “I move to approve the FY 2017 Board Meeting Calendar as presented”. Motion passed.

- C. Review/Approve the Environmental Health Fee Schedule for July 1, 2016- Melody Bowyer. Ms. Bowyer presented to the board the proposed fee increases for Environmental Health services. This proposed increase will bring our District closer to the other Districts fees for similar service. The expectation is that a gradual yearly increase will get the fees closer to full cost recovery for the services rendered.

MOTION (made by Commissioner Terry Kramer and seconded by Pam Jones): “I move to approve the FY 2017 Environmental Health proposed fee increase”. Motion passed.

IV. DISCUSSION ITEMS – NO ACTION

- A. Commissioners Visits & Board Chair Report- Linda Montgomery. Mrs. Montgomery presented to the board a report on the commission visits to present the FY2017 Budget Proposal. All visits went well and took about 45 minutes to an hour. Every visit had regional staff present to present a brief report on their programs. She thanked the staff from EVH, Community Health, and Family & Child Health for taking the time to attend the visits. She stated that a survey will be developed and sent out to the commissioners so that we can get some feedback on what is presented at these annual visits.
- B. SCBHB Update- Frank Knight. Mr. Knight presented to the board an update on the BH board is working on. He started by introducing himself as the new Chair to the BH board. Thanking the BoH for their support and inviting each member to attend a BHB meeting. He stated that the RFI process was proceeding well; that even though there had not been an official application received to date, the Q & A request were coming in. The deadline for the application is Friday, June 10th. He thanked Mr. LeBlanc and his staff for all the work they have done on the website and Q & A requests.

C. Final Update on IADBH (IAB) – Rene LeBlanc. Mr. LeBlanc presented to the board the agenda for IAB. He reminded Board members, not attending, to fill out their proxy and send it to him as soon as possible. There were three resolutions that were going to be presented at IAB. The Resolution to Remove the Food Establishment License Fee in Idaho Code which would allow local control of establishing fees for Food Establishment Licenses; Resolution to Support the Raising the minimum age of Legal access and use of Tobacco Products in Idaho to age 21 and finally Public Health Support for a Health Insurance expansion for Idahoans in the “Gap”.

D. Next Meeting: June 22, 2016 @ 1:30 pm

Executive Session- (2:05 pm)

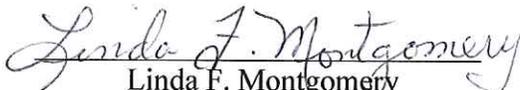
MOTION (made by Commissioner Terry Kramer and seconded by Commissioner Bob Kunau) “I move that we go into Executive Session.” Roll call vote: Blaine- Yes; Camas- Yes; Cassia- Yes; Gooding- Yes; Jerome- Yes; Lincoln- Yes; Minidoka- Excused; Twin Falls- Yes; Medical Consultant- Yes.

The Board came out of executive session at 2:45 p.m. After review and discussion of the District Director’s master calendar and Directors Salary comparison (Transparent Idaho), the board was pleased with the performance of the Director. The Compensation Committee recommendation a 5% increase (3% approved CEC for FY2017 and an additional 2% merit increase) pending approval of the Office of the Governor.

MOTION (made by Commissioner Bob Kunau and seconded by Charlie Ritter): “I move to approve a 5% salary increase for the District Director”. Motion passed, 8-Yes; 1-Excused.

Prior to adjourning the board meeting, Linda Montgomery, Chair, reminded board member to turn in their proxy to the District Director to take to IAB. She thanked everyone for their continued service to the board and the Counties they represent.

VII. **ADJOURN** – 3 p.m.


Linda F. Montgomery
Chair, Board of Health


Attest: Rene R. LeBlanc
Board Secretary/Director

Date: June 22, 2016