CENTRAL DISTRICT HEALTH DEPARTMENT

MAIN OFFICE • 707 N. ARMSTRONG PL. • BOISE, ID 83704-0825 • (208) 375-5211 • FAX 327-8500

"To improve the health of our communities by identifying and assuring sustainable solutions to community health issues."

Central District Health Department Board of Health Meeting
Friday, February 17, 2012 ~ 8:30 a.m. to 12:00 p.m.
707 N. Armstrong Place, Boise

Board Members:

Commissioner Arlie Shaw, Chair
Betty Ann Nettleton, RN, V-Chair/Trustee
Steven F. Scanlin, JD
Dr. Ted Epperly, MD
Commissioner Ray Moore
Dr. Jane Young, DNP
Commissioner Terry Day (Absent)

Guest:

Robin Callahan, BSU Student
Kelley Davis, BSU Student

Staff:

Russell A. Duke, Director/Board Secretary
Rob Howarth
Cindy Trail
Joanne Graff
Meghan Calaway
Donna Mahan, Recorder

* * * * * * * * * * * * * * * * *

Call Board Meeting to Order – Commissioner Arlie Shaw
Commissioner Arlie Shaw called the Central District Health Department (CDHD) Board of Health meeting to order at 8:34 a.m.

Action on Board of Health Minutes for December 9, 2011 – Commissioner Arlie Shaw
There are no corrections; the minutes stand approved as presented.

Motion: Betty Ann Nettleton made a motion to approve the Board of Health minutes for December 9, 2011, as presented; Dr. Jane Young seconded; no further discussion; all in favor; motion carried.

Tobacco Free Policies - Joanne Graff
Since 2008, we have had great success in making a difference in our district when it comes to reducing tobacco usage through policy change. Joanne Graff, Health Educator, shared with us all the behind the scene work that takes place to pass tobacco free policies. She will continue to work in all four counties to reduce tobacco use as we work on this agency priority.

FY 2012 Budget Revision - Meghan Calaway
The FY 2012 budget revision was presented reflecting several key changes: Increase in immunization fees, Medicaid correction, increase in sewer, decrease in mortgage and land fees, and the adjustment for holiday insurance premium. At this point, no approved reserve account money will be used.

Motion: Betty Ann Nettleton made a motion to approve the proposed FY 2012 budget revision; Dr. Jane Young seconded; no further discussion; all in favor; motion carried unanimously.

Financial Report: FY 2012 – July thru January Budget to Actual - Meghan Calaway
The "Budget to Actual" report for July 1, 2011 through January 31, 2012 was presented. For Revenue, fees are currently at 67%; contracts are at 54%; and other revenue is at 69%, putting overall revenue at 56%. For Expenditures, personnel costs are underspent by 1.9% ($131,312). Overall Expenditures are at 53%. We are in good shape financially, and we are on target to have some carryover at year-end.

Office Location Update – Cindy Trail
The Admin Team completed the SWOT analysis on two keep options: To remodel the existing building and consider a satellite office in east/central Ada County or to build a new facility in east/central Ada County and consider a satellite office space in west Ada County. The process showed that we needed additional information before moving forward on making a decision. Mark Riley, Facility Manager, and Cindy Trail, Deputy Director, met with Stan Olson, the architect who designed and oversaw the building of District 3's new facility. He believes our current building could be remodeled to meet our current and future needs. The Board asked that we survey clients to get their input, making sure our decision was made based on the needs of the clients not the staff.

Break - Commissioner Arlie Shaw

What is BMI? - Erin Green
Per the request of the Board, Erin Green, Registered Dietician from our WIC program, shared how the Body Mass Index (BMI) is used to predict overweight and obesity in most individuals by using two perimeters – weight and height. BMI is used as a screening tool in conjunction with other health measurements to adequately assess an individual's risk for disease.

Trustee Update - Betty Ann Nettleton
Betty Ann provided an update to the Board on legislation of public health interest.

Millennium Fund: The Trustees passed the Millennium Fund funding formula for 50% infrastructure/50% performance by 6 to 1 (Betty Ann Nettleton). We wanted 0% infrastructure/100% performance or actual services delivered. After discussing the outcome, the Board asked Russ to look for grant opportunities for additional funding to support our work.

S1264 Venereal Diseases (VD) Enumerated: Relates to screening persons in jail and detention centers for STIs. The Idaho Sheriff's Association wanted to edit the language, removing the requirement to test anyone arrested for a drug related crime. Chlamydia will also be added to their VD screening. Mike Kane has had this bill held, but will be working on a new RS.

H431 Agriculture Idaho Farm Freedom Act: Would exempt from licensing and certification food sold at farmers markets, roadside stands, and directly to consumers, deregulating farmers market. No hearing on this bill.

H405 Electronic Cigarettes: Making it illegal to sell electronic cigarettes containing nicotine to minors. It passed the House and has gone to the Senate Affairs committee.

Bill Draft for Tobacco Tax: Sponsored by Representative Lake. This year we hope to have the draft bill printed, knowing it could take five years to pass. This bill is a tax; however, it is about health, reducing tobacco use and stopping teens from starting. The Board was encouraged to speak with their representatives.

H503 Prescription Drug Orders: Amends existing law to create the ability to prescribe for patients whom our practitioners may not have a patient/provider relationship. We are interested in having our clinicians be authorized to write a prescription to partners of our STI clients. Trustees support this bill, but do not want to create a "super bug."

S1309 Pseudoephedrine Sales: Proposes to establish a tracking system for the sale of products containing pseudoephedrine. Trustees did not feel this was necessary since it is already sold behind the counter.

H486 Minors, Phototherapy and Tanning Device: To address the rising epidemic of skin cancer and dermatologic health related issues by banning the use of tanning beds by minors under the age of 18.

H530 Disability Insurance Policies: To provide for limited coverage of contraceptives for those with disabilities. It had the first reading and is going to print. We will monitor and report back on this bill.

Additional Bills to Follow: Dr. Jane Young asked if there was a bill presented by Representative John Rusche regarding prescription drug use. Russ will do some investigation.

Director's Report – Russell Duke

New IT Manager: Russ introduced, Bob Nertney, our new IT Manager who started Monday, February 13.

Potential Salary Increase: Both Cindy and Russ feel confident at this point that we will be in a position to provide a temporary pay increase within this fiscal year utilizing anticipated carryover funds and making increases permanent in FY 2013, if possible. Russ will present his proposal for providing pay increases for staff at the March meeting.

Tobacco Policy Follow-up: The Board agreed that even though the seven public health districts may disagree with each other, the media is not the place to do it. Ada County is moving forward with adopting a tobacco free hiring policy along with Family Medicine Residency of Idaho (FMRI).

Update on TB Clinic: After meeting with FMRI staff regarding transferring the TB clinic to their organization, the decision was made to move forward with this plan. To have time to work out additional details, the proposed transition date is May 1, 2012.

Wellness Incentive Plan: We will start the CDHD Wellness Incentive Plan in March. The program will allow staff to earn points for participating in wellness activities. Based on annual points earned, participants can earn a gift card.

Leadership in Public Health Award: Russ Duke presented Mayor David Bieter and the Boise City Council with the district's ***Leadership in Public Health*** award. They were very appreciative of the recognition. Steve Scanlin and Dr. Ted Epperly also spoke at the presentation.

Governor's Role with Immunization Follow-up: Both the Governor and First Lady decline to meet with us regarding promoting childhood immunizations at this time.

NACCHO Leadership Training: Nikki Sakata wrote a grant for a NACCHO Leadership Training that Russ along with other partners in the community will be participating in. As part of the training, Russ will be going to Atlanta, Georgia in May.

Idaho Association of District Boards of Health (IAB): The IAB Conference is in Lewiston on June 14-15; the theme is *Challenging Times*.

Executive Session – Commissioner Arlie Shaw

Motion: Steve Scanlin made a motion to go into Executive Session under Idaho Code 67-2345(b) for the purpose of discussing personnel matters; seconded by Commissioner Ray Moore. The motion was carried unanimously by roll call vote – Commissioner Ray Moore, Dr. Ted Epperly, Dr. Jane Young, Betty Ann Nettleton, Steve Scanlin, and Commissioner Arlie Shaw.

Motion: Steve Scanlin made a motion to come out of Executive Session; seconded by Dr. Ted Epperly all in favor; motion carried unanimously.

Discussion in executive session resulted in no action taken.

Adjournment – Commissioner Arlie Shaw
No further business brought before the Board.

Meeting adjourned at 11:48 a.m.

Respectfully submitted:

Commissioner Arlie Shaw, Chairman

Russell A. Duke, Secretary

3/16/2012
Date

3/16/12
Date