



"To improve the health of our communities by identifying sustainable solutions to community health issues, developing partnerships for implementation of strategies, and demonstrating our success through measurement of outcomes."

**BOARD OF HEALTH MINUTES
FOR CENTRAL DISTRICT HEALTH DEPARTMENT
FRIDAY, APRIL 17, 2009**

BOARD MEMBERS:

Steven F. Scanlin, JD, Chair
Betty Ann Nettleton, RN, V-Chair & Trustee
Commissioner Connie Crusier (excused absent)
Dr. Jane Young, DNP
Dr. Ted Epperly, MD
Commissioner Frank Eld
Fred Lawson

GUEST:

Pete Wagner, DEQ

STAFF:

Russell A. Duke, Director/Board Secretary
Donna Mahan
Cindy Trail
Intern
Meghan Muguira
Rob Howarth

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CALL BOARD MEETING TO ORDER – Steven Scanlin

Chairman Steven Scanlin called the Board of Health meeting to order at 8:31 a.m.

ACTION ON MINUTES FOR MARCH 20, 2009 – Steven Scanlin

Chair Steven Scanlin asked for a motion to approve the March 20, 2009, Board of Health minutes as presented.

Motion: Betty Ann Nettleton moved to approve the March 20, 2009, Board of Health minutes as presented; Dr. Jane Young seconded; no further discussion; all in favor; motion carried.

AIR QUALITY AND OTHER ENVIRONMENTAL HEALTH ISSUES – Pete Wagner

Pete Wagner, DEQ Southwest Idaho Regional Administrator, presented on the air quality issues that we face in the Treasure Valley and what they are doing to address the issues. With the Treasure Valley on the verge of being out of attainment, it is important that we take steps to stay in attainment. DEQ has implemented two key programs, Phase I Vapor Recovery Program and Vehicle Emission Testing, which play key roles in controlling ozone. Also, they are meeting with community leaders discussing their programs and how everyone can work together throughout the state to make a positive impact.

FINANCIAL REPORT: FY 2009 – July through March Budget to Actual – Meghan Muguira

The "Budget to Actual" report for July through March was reviewed. For Revenue, fees are currently at 86%, contracts are at 80%, and other revenue is at 82%, which puts our overall revenue budget at 80%. For Expenditures, personnel costs are overspent by 1.5% (\$121,742). In operating costs, the Board originally approved the concrete work in the McCall office. This project is estimated at \$16,000 and has been moved to a capital expense. We should end the year with a balanced budget.

Serving Valley, Elmore, Boise, and Ada Counties

Ada / Boise County Office
707 N. Armstrong Pl.
Boise, ID 83704
Enviro. Health: 327-7499
Reproductive Health: 327-7400
Immunizations: 327-7450
Senior Nutrition: 327-7460
WIC: 327-7488
FAX: 327-8500

Elmore County Office
520 E. 8th St. North
Mountain Home, ID 83647
Enviro. Health: 587-9225
Family Health: 587-4407
WIC: 587-4409
FAX: 587-3521

Valley County Office
703 N. 1st St.
McCall, ID 83638
Ph. 634-7194
FAX: 634-2174

PROPOSED FY 2010 BUDGET – Russell Duke/ Meghan Muguira

Before presenting the FY 2010 budget, Russell Duke reminded everyone that our Budget Hearing would be held on May 15 at the Armstrong office and chaired by Ada County. After the Board approves the proposed budget, he will meet with our four county commissions in preparation for the Budget Hearing. A balanced budget for FY2010 was presented even though the state has not approved the Public Health Districts' FY 2010 budget. The FY 2010 budget of \$9,160,281 reflects level funding from the counties.

Agency Total

We are decreasing the FTEs by 18%. Under Expenditures, personnel costs are down by 14.6% with no increase in employee compensation and no plan increase in employee health insurance. The operating costs are down 43.2%. Overall expenditures will decrease by 22.5%. Under Revenue, the budget reflects a 0% increase from the counties. State General Fund decreased by 12.7%. This is an estimate as the State has not determined our funding at this time. Contracts are down by 9.8%, fees are down by 45.8%, and other revenues are down by 94.3%. Moving the Senior Nutrition Program to Area III reduces other revenue. Interest revenue is down by 59.1%. Revenue is budgeted to decrease overall by 22.5%.

County Funding Calculations and Data

The distribution formula for each county is defined in Idaho Code. Mr. Duke stated that the formula is based 70% on population and 30% on market value. With level funding, the percentage change varies by county. The change in contribution by each county is as follows:

Ada	\$ (1,808)	-0.1%	Boise	\$ 1	0.0%
Elmore	\$ 49	0.0%	Valley	\$ 7,758	1.8%

Motion: Dr. Ted Epperly moved to approve the proposed FY 2010 Budget as presented; Dr. Jane Young seconded; no further discussion; all in favor; motion carried.

BREAK – Steven Scanlin

CENTRAL DISTRICT HEALTH DEPARTMENT (CDHD) BYLAWS – Russell Duke

Russell Duke presented CDHD bylaws with modification in underscore and strikeout format for the Board's approval based on requests made at the March Board of Health meeting. Commissioner Eld proposed language that provides clarification regarding approved absences for meetings. Dr. Epperly requested that a Conflict of Interest clause be added to the bylaws. After some discussion, the Board agreed that Russ will work with Mike Kane in adding this to the bylaws and present proposed language at the next Board meeting. Based on the discussion today, Commissioner Eld stated a motion.

Motion: Commissioner Frank Eld moved to approve the proposed modification of the CDHD bylaws as presented today with the Conflict of Interest statement to be addressed through another amendment at a future meeting; Betty Ann Nettleton seconded; no further discussion; all in favor; motion carried.

IAB RESOLUTIONS – Russell Duke

Russell Duke presented the two resolutions being submitted by Public Health District II (Lewiston). After some discussion, the Board voted on the following two resolutions:

1. Resolution on Waterpipe Tobacco Smoke
2. Resolution to Support Motorcycle Helmet Law

Motion: Dr. Ted Epperly moved to accept both resolutions – Resolution on Waterpipe Tobacco Smoke and Resolution to Support Motorcycle Helmet Law as presented; Dr. Jane Young seconded; no further discussion; all in favor of accepting the Resolution on Waterpipe Tobacco Smoke (6 of 6) and the Resolution to Support Motorcycle Helmet Law (5 of 6 - Fred Lawson not in support of resolution); motion carried for both resolutions by majority approval.

TRUSTEE REPORTS – Betty Ann Nettleton

Betty Ann Nettleton provided the following updates:

- **Food Fees:** The food fee cost increase for licensed food establishments has passed. Dick Rush played a key role in making this happen along with Russ Duke and CDHD staff.
- **Child Care:** Does not look like it will pass based on the number of children for licensure, fire codes, and interference with family values.
- **Child Restraint Bill:** Nothing is going to happen.
- **Midwifery Bill:** This bill passed; we took a neutral position.

The discussion continues on whether we are state employees or not. In order to provide support for Betty Ann Nettleton at the next Trustee Meeting, Mr. Duke asked that the Board to make a formal motion on our preference regarding being state employees.

Motion: Dr. Ted Epperly moved that the Board maintain that we, Central District Health Department, are not state employees but district employees; and if indeed this cut is mandated that we appeal through appropriate channels; Fred Lawson seconded; no further discussion; all in favor; motion carried.

DIRECTOR'S REPORT – Russell Duke

Russell Duke provided a quick update on the following items:

- **Mountain Home Property:** Based on the Elmore County Assessor's office, we have an estimate on our property value. The Board agreed that until we are ready to sell there is no need to have a formal appraisal done.
- **Audit IT:** We have contracted with Right Systems Inc. They will do an overview audit and will present findings to the Board in August. If we need a more thorough audit, they will do so at the request of the Board.
- **Senior Nutrition:** We hope to have a final decision from Area III on the new home of the Senior Meals Program soon.
- **Universal Vaccine:** We will provide an update at our May meeting or via e-mail.
- **Public Health Leadership Awards and Recognition:** With Board support, we will throughout the year recognize leaders in our District that make a positive impact to public health.

NO EXECUTIVE SESSION

ADJOURNMENT – Steven Scanlin

Motion: There being no further business, Betty Ann Nettleton moved to adjourn the meeting; Fred Lawson seconded; no further discussion; all in favor; motion carried.

Meeting adjourned at 11:47 a.m.

Respectfully submitted:



Steven F. Scanlin, Chairman

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Date

Russell A. Duke, Secretary