



*“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, MAY 15, 2009**

**BOARD MEMBERS:**

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

**GUEST:**

Commissioner Fred Tilman  
Commissioner Sharon Ullman  
Diana Oparnica  
Mike Shirley  
Lisa Hines  
Cherno Bah  
Teri Waychild  
Pat Lazara  
Aida Barac  
Pam Strohfus  
Megan Denison

**STAFF:**

Russell A. Duke, Director/Board Secretary  
Lorraine Fortunati  
Wally Sanchez  
Cindy Trail  
Hilary Flint-Wagner  
Teresa Collins  
Meghan Muguira  
Rob Howarth  
Donna Mahan  
Mike Reno  
Nikki Sakata

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**CALL BOARD MEETING TO ORDER – Steven Scanlin**

Chairman Steven Scanlin called the Board of Health meeting to order at 8:35 a.m.

**ACTION ON MINUTES FOR APRIL 17, 2009 – Steven Scanlin**

Chair Steven Scanlin asked for a motion to approve minutes.

**Motion:** Commissioner Frank Eld moved to approve the April 17, 2009, Board of Health minutes as presented; Fred Lawson seconded; no further discussion; all in favor; motion carried.

**LEADERSHIP IN COMMUNITY PUBLIC HEALTH AWARD - Steven Scanlin/Russell Duke**

Mike Shirley, General Manager of Bogus Basin Mountain Recreation Area, accepted from Russell Duke the Leadership in Community Public Health award for taking positive steps to reduce the exposure of its patrons to the dangers of secondhand smoke.

**H1N1 FLU UPDATE - Nikki Sakata**

Nikki Sakata, Public Health Preparedness and Communicable Disease Control Manager, provided an update on the novel H1N1 influenza outbreak. This is new virus that was first identified in April 2009 with Ada County having their first confirmed case on May 11. The Strategic National Stockpile has been received; we are working on getting supplies to community partners. As this develops, we will continue to work on strengthening our Continuity of Operations Plan and work with community partners to shore up an Influenza Pandemic Response Plan. We will continue to watch how this evolves over the next several months in preparation for our flu season this fall.

*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

**BUDGET HEARING** – Commissioner Fred Tilman

Commissioner Fred Tilman of Ada County, Chairman of the Budget Hearing, called the public hearing of the proposed fiscal year 2010 budget for Central District Health Department (CDHD) to order at 8:55 a.m.

Commissioner Tilman asked the Commissioners to identify themselves for the record: Connie Cruser, Elmore County Commissioner; Frank Eld, Valley County Commissioner; and Fred Tilman, Chairman of Ada County Commissioners.

In accordance to ID Code 39-423, the budget committee considered the counties' contribution to CDHD's FY 2010 budget. CDHD has requested a zero percent increase for a total of \$1,887,166. Commissioner Tilman asked for any discussion on the budget as presented to all of the Boards of County Commissioners. With no further discussion, he asked for a motion to approve the budget beginning July 1, 2009.

**Motion:** Commissioner Frank Eld moved to approve the FY 2010 budget as presented; Commissioner Connie Cruser seconded; no further discussion; all in favor; motion carried unanimously.

**GRANT WRITER** – Hilary Flint-Wagner

Russell Duke introduced Hilary Flint-Wagner, our new part-time grant writer. Our focus is to obtain larger dollar grants and longer term grants that produce sustainable programs. With multiple community resources and partnerships, we will focus on collaboration with diverse groups in order to embrace the many opportunities that may become available to us.

**IMMUNIZATION UPDATE** – Teresa Collins

Teresa Collins, Immunization Program Manager, presented an update on the results of the changes we implemented for adult immunizations and travel vaccines as of March 1. In Boise and McCall, there are enough providers available to meet the public needs. In Mountain Home, we continue to provide those vaccines since they are not readily available. On April 1, we were notified that Idaho would move from a universal access state to a Vaccine for Children only state as of July 1. We are currently developing a plan on how CDHD will address the potential increase in clients seen.

We heard from Boise State University students the results of their evaluation on the cost of vaccine errors versus the cost of provider education to avoid errors. Errors in giving and/or not receiving immunizations vary in cost. The study showed that education to providers would assist in reducing the overall cost in errors as well as increase immunization rates.

**BREAK** – Steven Scanlin

Farewell to Fred Lawson. Members of the Board along with staff thanked Fred Lawson for his years of service on the Central District Health Department Board of Health.

**REPRODUCTIVE HEALTH OUTREACH** – Lorraine Fortunati

Lorraine Fortunati, Reproductive Health Program Manager, provided an update on reproductive health community outreach and education. Community outreach provides an opportunity to inform the community of our services, to increase knowledge of reproductive health issues, and to reduce the rates of unintended pregnancies and STIs via healthy sexual decision-making. In using different mediums, we make sure our message matches our audience, which produces the best outcomes. Outreach is also done through collaboration with community partnerships along with focusing our attention on non-duplicated services or programs within our community.

**ENVIRONMENTAL HEALTH POLICY – DEFINING BEDROOMS** – Mike Reno

Mike Reno, Land Development Manager, presented a proposed policy to define what a bedroom is for the purpose of sizing wastewater treatment systems. The current IDAPA rules require that sizing be based on the number of bedrooms designed into a home; however, the rules do not adequately define a bedroom. We have numerous examples where a home was specified on the plans submitted to us at a

lower number of bedrooms than what the home is marketed at. This creates a relatively small savings for the developer on the front end, but a public health risk and cost to the home owner when the system fails because it was undersized. After some discussion, the decision was made to make some modifications to the policy and represent the policy at another time.

**Motion:** Dr. Ted Epperly made a motion to table the Environmental Health Policy for further modifications; Connie Crusier seconded; through additional discussion, it was agreed upon to hold a conference call prior to our August meeting; all in favor; motion carried unanimously.

#### **CENTRAL DISTRICT HEALTH DEPARTMENT (CDHD) BYLAWS – Russell Duke**

Additional changes regarding conflict of interest were added to the CDHD Bylaws that would not allow a Board Member to vote on a subject for which they had a conflict of interest. After further discussion, the CDHD bylaws were voted on via motion to accept the modifications.

**Motion:** Dr. Ted Epperly moved to approve the Central District Health Department Bylaws as presented; Dr. Jane Young seconded; no further discussion; all in favor; motion carried unanimously.

#### **IDAHO ASSOCIATION OF DISTRICT BOARDS OF HEALTH (IAB) RESOLUTIONS – Russell Duke**

An emergency resolution has been submitted by Public Health District 3 to prevent public health districts from being considered as state employees in appropriation bills. The Board Members submitted proxy votes to Betty Ann Nettleton for the IAB General Business meeting in Kellogg.

**Motion:** Dr. Ted Epperly moved to approve Legislative Intent Language in State Appropriation Bills to exclude Public Health Districts as presented; Commissioner Frank Eld seconded; no further discussion; all in favor; motion carried unanimously.

#### **ELECTION OF BOARD OFFICERS – Steven Scanlin**

The Board agreed to make a motion for everyone to maintain their current position for fiscal year 2010 – Steven Scanlin, Chairman; Betty Ann Nettleton, Vice-Chair and Trustee; and Dr. Jane Young, Alternate-Trustee.

**Motion:** Dr. Ted Epperly moved to keep Steven Scanlin as Chairman; Betty Ann Nettleton as Vice-Chair and Trustee; and Dr. Jane Young as Alternate-Trustee for fiscal year 2010; Fred Lawson seconded; no further discussion; all in favor; motion carried unanimously.

#### **FINANCIAL REPORT: FY 2009 – July through April Budget to Actual – Meghan Muguira**

The “Budget to Actual” report for July through April was reviewed. For Revenue, fees are currently at 92%, contracts are at 90%, and other revenue is at 90%. Our overall revenue budget is at 87%. For Expenditures, personnel costs are overspent by 1.3% (\$106,235). Overall our Expenditures are at 82%. We should end the year with a balanced budget.

#### **MOUNTAIN HOME BUILDING AND LEED – Wally Sanchez**

Wally Sanchez, Facilities Manager, presented information on the cost of replacing our current Mountain Home facility and information on LEED - Leadership in Energy and Environmental Design. Since we were approached to sell our current Mountain Home facility, Wally’s initial findings show we would need at least one acre of land with a 4,500 square foot facility. The cost of construction would be around \$200 per square foot with a total construction cost at around \$900,000. The initial cost of LEED certification is around \$26,000. Wally did state that even though we currently do not have the official documentation, our Boise office would qualify for LEED certification. The Board has requested that Wally put together an estimated cost of construction per each level of LEED and what the cost would be to build carbon neutral.

#### **DIRECTOR’S REPORT – Russell Duke**

The Idaho Elks Rehabilitation Hospital in Boise will now be providing Meals On Wheels and Dining Center meals in Ada County. The Senior Centers in Elmore County, Glens Ferry and Mountain Home, will be handing senior nutrition programs for their residents.

Mr. Duke invited Board Members to the All Staff Meeting on June 12 and informed the Board he would be attending IAB in Kellogg at the end of the month and will be on vacation from June 1 through June 9.

**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 1:09 p.m.

Respectfully submitted:



Steven F. Scanlin, Chairman

8/4/09



Date

Russell A. Duke, Secretary