



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

**Central District Health Department Board
Friday, August 17, 2012 ~ 8:30 a.m. to 12:30 p.m.
707 N. Armstrong Place, Boise, Idaho**

Board Members:

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

Staff:

Russell A. Duke, Director/Board Secretary Cindy Trail Meghan Calaway
Rob Howarth Nikki Sakata Donna Mahan, Recorder
Lorraine Fortunati Mark Riley Kim Link
Gladys Goodman Jaime Harding Rebecca Lemmons
Katy Quinn Randy McLeland Mark Haigwood
Lisa Spanberger

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Call Board Meeting to Order – Betty Ann Nettleton

Betty Ann Nettleton called Central District Health Department (CDHD) Board of Health meeting to order at 8:35 a.m.

Board of Health Minutes for May 11, 2012 – Betty Ann Nettleton

With no corrections made; the minutes were approved as presented.

Motion: Dr. Ted Epperly made a motion to approve the May 11, 2012 Board of Health Meeting as presented; Dr. Jane Young seconded; no further discussion; all in favor; motion carried.

Financial Report: FY 2012 – Year-end Budget to Actual – Meghan Calaway

The "Budget to Actual" report for July 1, 2011 through June 30, 2012 shows a 2.4% (\$223,859) budget variance. Our overall revenue came in .8% (\$29,711) over budget; and our expenditure came in 2.4% (\$218,918) under budget.

Carryover and Fund Designation – Russell Duke

Our Cash Basis Fund Statement at year-end (June 30, 2012) showed the District's "Cash Balance" was \$2,309,390, no year-end adjustments needed. We are proposing that the Ending Cash Balance be used as follows:

- Public Health Emergency Fund **\$ 600,000**
- Capital Reserve Fund for Building/Capital **\$ 1,072,390**
(Reflecting an increase amount for building projects)

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
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

- Designated Funds for Special Projects/Carryover \$ 637,000
- Electronic Medical Record Software Program (estimate) \$ 500,000
- WIC: Breastfeeding Promotion Campaign (TV/radio) \$ 30,000
- WIC: Program Outreach for High Risk and Underserved Populations \$ 28,500
(2nd year of 3 year project)
- WIC: Breastfeeding Education for Community Health Care Workers \$ 18,500
(2nd year of 3 year project)
- Environmental Health: EHS System Development \$ 20,000
- Environmental Health: EHS Field Mobility-Software Development \$ 40,000

Motion: Steve Scanlin made a motion to approve the designated funds as presented for FY 2013; Dr. Ted Epperly seconded; no further discussion; all in favor; motion carried.

FY 2013 Fees – Meghan Calaway

Meghan Calaway presented the proposed FY 2013 fees for Family Health and Risk Reduction and Environmental Health (EH). Overall EH fees are in-line with what we charged last year due to the efficiency of service delivery.

Motion: Steve Scanlin made a motion to approve the proposed FY 2013 fees for Family Health and Risk Reduction and Environmental Health as presented; Commissioner Ray Moore seconded.

Further discussion: Dr. Epperly asked that the Board consider making a case before the legislature to increase the fees for swimming pools and food establishments. After a lengthy discussion on how to approach fee changes, Dr. Epperly proposed that we write a targeted letter to the appropriate legislative committees, making a strong case for the discrepancy in terms of the costs for pool and food establishment inspections relative to the license fees collected.

All in favor of the FY 2013 fees; motion carried.

Motion: Dr. Ted Epperly made a motion to write a targeted letter; seconded Commissioner Ray Moore; no further discussion; all in favor – 3 to 1; motion carried.

On behalf of the CDHD Board of Health, a letter will be presented to the Senate and House Health and Welfare Committees' chairs in December requesting them to consider adjusting the fees based on actual cost. At the October Board Meeting, a draft letter will be presented for the Board's review. Betty Ann will bring this plan to the Board of Trustees.

Strategic Plan – Nikki Zogg

Nikki Zogg presented the FY 2013 CDHD Strategic Plan, reflecting new and redefined goals and objectives that will enable us to continue accomplishing our long-term strategic priorities, including a focus on systems, policy and environment changes. Our agency priorities remain the same: 1) Decrease Tobacco Initiation and Use; and 2) Decrease Obesity; and our program priorities also remain the same: 1) Health Improvement; and 2) Health Protection.

After some discussion on what we can do to improve air quality in our district, the Board concluded that we will continue educating our district's population about poor air quality health risks, especially during fire season. Our Environmental Department will work closer with the Department of Environmental Quality to coordinate messages to better protect our communities.

Syphilis Outbreak – Kim Link

Kim Link and Gladys Goodman updated the Board on the syphilis outbreak in our district, and the steps being taken to prevent further spread of the disease. From June 2011 through July 2012, 34 cases were reported to CDHD; and between 2008 to 2010, the average cases reported were 12 per year. On May 22, in order to get the outbreak under control, we entered into Incident Command mode. We continue to do comprehensive investigations as well as education, screening through our Reproductive Health clinics, purchasing ads targeting a specific group, outreach, and hiring a temp/part-time staff to educate the public on risky behaviors, preventive measures, and care/treatment.

NACCHO Project Public Health Ready Recognition – Rob Howarth/Katy Quinn

As the result of the hard work of the Public Health Preparedness team on completing the application for the Project Public Health Ready, we received the NACCHO Project Public Health Ready Recognition on July 6, 2012. This is an important recognition for the health department to achieve. Rob Howarth, Division Director, recognized his team and those who played key role in this accomplishment: Katy Quinn, Program Manager; Randy McLeland, Planner; Mark Haigwood, Health Care Liaison; Kim Link, Program Manager, Communicable Disease Control; Lisa Spanberger, Senior Health Education Specialist and Medical Reserve Corps Coordinator; and Mike Reno, Program Manager, Environmental Health.

Break – Betty Ann Nettleton**Anticipatory Guidance – Lorraine Fortunati**

With the nation shifting its health care focus toward prevention and knowing that all services impact the well-being of the individual client and their family, our staff continue to look for new opportunities to improve health outcomes through expanding our role in our Preventive Health Services (PHS) Section. Prevention based on anticipatory guidance offered through our current scope of services has been a keystone in creating healthier communities. This is why the PHS Section has integrated all clinical program areas and have included targeted messaging through different mediums such as using our lobby TVs as an education tool; outreach programs in the community and schools; Reveal4Real website; WIC focusing on the importance of breastfeeding throughout pregnancy, utilizing quick WIC appointment days, and education about immunizations, oral health and family planning.

Electronic Health Records – Cindy Trail

Representatives from Netsmart Technologies provided an onsite demonstration and sales pitch on their product. We believe this is the best product for our organization; we are cautiously moving forward in the purchasing process.

Facility Update – Cindy Trail/Mark Riley

An appraisal was completed on the Armstrong facility, there is around \$2 million difference in the value depending on the usage of the building (sold as a medical facility vs remodel for offices). We have interviewed three brokerage firms; the next step will be hiring the best firm to represent us. We do not plan on moving downtown until the Armstrong building is sold. Cindy Trail and Mark Riley provided the Board with maps reflecting possible locations for a new satellite office in Meridian, which the Board supports.

Mountain Home Office – Russell Duke

The CEO of Elmore Medical Center is interested in purchasing our Mountain Home office, adding to their campus. At this point, the Board does not wish to sell our facility.

Idaho Association of District Boards of Health (IAB) Conference – Betty Ann Nettleton/Russell Duke

The Business Meeting centered on a tobacco tax increase, which the majority of the districts do not wish to invest time and resources to support this policy change. The other topic was the state general fund formula. Russ

introduced the idea of moving IAB to a one day event when CDHD hosts the meeting in three years; the morning being an education session and the afternoon the Business Meeting.

National Association of Local Boards of Health (NALBOH) – Steve Scanlin

Steve and Betty Ann attended this year's NALBOH annual conference with Steve playing a major role as the organization's president. In addition, three CDHD staff attended and presented: JoAnne Graff, Nikki Zogg, and Cindy Trail. Betty Ann and Cindy both confirmed that Steve did a great job as the emcee. Steve's term as President of NALBOH will end in December.

Dr. Ted Epperly, on behalf of the entire Board, thanked Steve Scanlin for the success of the conference and all his work and accomplishments as the President of NALBOH.

Director's Report – Russell Duke

Jaime Harding - Health Promotion Manager: Russ introduced Jaime Harding, our new Health Promotion/Health Policy Manager, and Rebecca Lemmons, Program Planning and Development Specialist.

Northwest Center for Public Health Practice: CDHD has three of our management team attending programs of the Northwest Center for Public Health Practice: Kim Link, Jaime Harding, and Katy Quinn.

Board Packets: The question was raised regarding emailing the Board packets out. The majority of Board members prefer to receive hard copies verses electronic copies.

Confirm October Board Meeting for October 12: The Board confirmed October 12 to be our next meeting date.

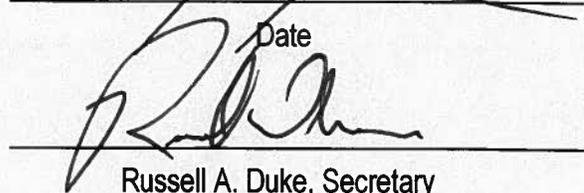
Adjourn – Betty Ann Nettleton

No further business was brought before the Board: meeting adjourned at 12:47 p.m.

Respectfully submitted:



Commissioner Arlie Shaw, Chairman

10/12/2012
Date

Russell A. Duke, Secretary