



"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."

**CENTRAL DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
FEBRUARY 8, 2008**

BOARD MEMBERS:

Steven Scanlin, JD, Chairman Dr. Jane Young, DNP Commissioner Frank Eld Mary Egusquiza
Betty Ann Nettleton, RN, Trustee Dr. Ted Epperly, MD Commissioner Fred Lawson

STAFF:

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

* * * * *

CALL BOARD MEETING TO ORDER – Steve Scanlin

Chairman Steve Scanlin called the Board of Health meeting to order at 8:32 a.m.

Motion: Commissioner Frank Eld moved to approve Steve Scanlin to resume his position as Chairman of Board of Health, which he held prior to his absence; Betty Ann Nettleton seconded; no further discussion; all in favor; motion carried.

ACTION ON MINUTES FOR DECEMBER 14, 2007 – Mary Egusquiza

Chairman Steve Scanlin asked for a motion to approve the minutes as presented.

Motion: Mary Egusquiza moved to approve the minutes for the December 14, 2007 Board of Health meeting as presented; Dr. Jane Young seconded; no further discussion; all in favor; motion carried.

Chairman Steve Scanlin asked for a motion to approve changing the order of the agenda items due to time restraints.

Motion: Mary Egusquiza moved to approve moving the Change Code agenda item to follow the 9:05 a.m. Reserve Fund Policy agenda item; Dr. Jane Young seconded; no further discussion; all in favor; motion carried.

BUDGET REVISION – Meghan Muguira

Meghan Muguira presented a revision for FY 2008 budget. Environmental Health (EH) fees are down due to the slow building economy; and Reproductive Health (RH) fees are down due to Presumption Eligibility, which we have not yet collected from Medicaid. Our contracts increased due to additional pass through funding for Public Health Preparedness program. Along with personnel cost savings, we have a balanced budget.

Motion: Mary Egusquiza moved to approve the FY 2008 Budget Revision as presented; Dr. Ted Epperly seconded; no further discussion; all in favor; motion carried.

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

FINANCIAL REPORT – Meghan Muguira

July to December Budget to Actual

The "Budget to Actual" report for July through December was reviewed. For Revenue, fees are currently at 45%, which is about 5% below budget. We do believe this will turn around. Key factors are timing with insurance billing and the economy. Contract budget has been adjusted to include changes from the original budget. Contract revenue is expected to be at 100% at yearend. For Expenditures, personnel costs are at a .2% salary savings (\$16,952). In operating costs, our current operating costs are 50% spent. Capital outlay was restated.

RESERVE FUND POLICY – Meghan Muguira

Meghan Muguira represented this internal policy containing the suggested changes presented by the Board at our December meeting.

Motion: Commissioner Frank Eld made a motion to accept the Central District Health Department District Reserve Fund Policy as presented; Betty Ann Nettleton seconded; no further discussion; all in favor; motion carried.

CHANGE CODE – Betty Ann Nettleton

After discussing the pros and cons of the Change Code, the Board of Health agreed to empower Betty Ann Nettleton, Trustee, with the authority to speak on behalf of the Board at the Trustee meetings and accept the proposed language change as presented.

Motion: Dr. Ted Epperly moved to give authority to Betty Ann Nettleton, Trustee, to speak on behalf of the Board at the Trustee meetings and to accept the proposed code change in language as presented; Dr. Jane Young seconded; no further discussion; all in favor; motion carried.

TRUSTEE REPORT – Betty Ann Nettleton

JFAC Presentation

Steve Scanlin presented an overview of public health and introduced Carol Moehrle, director of North Central District Health Department, who presented the public health districts' FY 2009 budget before JFAC on January 25. Carol Moehrle wrote a letter of clarification for issues that were presented. Overall, the group was very complimentary of the public health districts.

Midwife Legislation

Betty Ann Nettleton updated the Board on the status of the Midwife legislation; and after reiterating the pros and cons of the legislation being considered, the Board reconfirmed their position of opposing HB 488.

Food Fee Legislation

Currently, public health districts (PHD) are under billing for their cost to perform food inspections. Russell Duke will be taking the lead for PHD and will be creating a committee of county commissioners, industry people, and state legislators to begin developing legislation for 2009 that would enable PHD to raise fees to compensate for cost. The objective is to collect adequate revenue in order for the program to sustain itself.

BREAK – Steve Scanlin

Mary Egusquiza announced her retirement from the Board of Health.

SENIOR NUTRITION PROGRAM UPDATE – Angela Spain

Angela Spain provided an update on Senior Nutrition's fundraising activities. As of January, a total of \$62,447 has been raised through different venues, such as, newsletters, direct mailings, recycling, and truck advertisement. Through their direct mailings, they have acquired 285 new donors. This is the first year for the Valentine-A-Gram. They have sold 166 out

of 200 grams. With addition contributions included on the order forms, they have raised almost \$4,800. The advertisement on the delivery trucks has been very successful. The next event will be the Culinary-Walk-About on April 10.

NALBOH PRESENTATION AND UPDATES – Cindy Trail

Lorraine Fortunati is our new program manager for Reproductive Health Services. Children in Balance grant was not funded, yet Nancy gained great partnerships. Cindy Trail will be submitting a presentation application for the 2008 NALBOH conference, which will be held in Madison, Wisconsin in July. The topic will be the flu challenge that was set by the Board in lieu of mandating the annual flu vaccine. Ms. Trail asked the Board to let her know who would like to co-present with her.

DIRECTOR'S REPORT – Russell Duke NACCHO Immunization Workgroup Update

Russell Duke provided an update on the following issues:

- The Vaccines for Children (VFC) has capped our administration fee to a level below what it cost us to deliver the service – \$14.34 cap with actual cost being \$27.00 per dose. The issue was well received and will be written up in the form of an issue brief that will be presented to the government affairs person of NACCHO who will then take it to Congress. This is actually being addressed at a local level and national level.
- The Medicaid-Immunization study that Mr. Duke presented was well received and provided additional confirmation that Medicaid children are under immunized at a local, state, and national level. This issue will be a part of future conference calls.
- As a Vaccines For Children (VFC) provider, Central District Health Department (CDHD) receives federal vaccines for free. VFC vaccines are available for Medicaid eligible, uninsured, or Native American/Alaskan Native population. Since the HPV is not a universal vaccine in Idaho, VFC providers cannot administer this vaccine to the underinsured population. Only a Federally Qualified Health Center (FQHC) can administer vaccines to the underinsured; however, a FQHC can delegate authority to a VFC provider. Mr. Duke just signed a Letter of Agreement with Glens Ferry Health Center (a FQHC) delegating authority to CDHD (a VFC provider) to administer VFC vaccine to the underinsured.

Out-of-State Travel for 2008

Russell Director will be attending the AIHCE 2008 Conference (Occupational and Environmental Health and Safety conference) on June 2 – 5 in Minneapolis, Minnesota and National Association of County and City Health Officials (NACCHO) on September 9 – 12 in Sacramento, California.

IDAPA 41.04.01 Fee Rules

IDAPA 41.04.01 Fee Rules (rules only for CDHD) have been removed.

WIC Program

Federal funding for the WIC program has been reset for the balance of the federal fiscal year.

EXECUTIVE SESSION – Steve Scanlin

Chairman Steve Scanlin asked for a motion to enter into Executive Session.

Motion: Mary Egusquiza moved to go into Executive Session under Idaho Code 67-2345(f) and Commissioner Fred Lawson seconded. The motion was carried unanimously by roll call vote individually – Betty Ann Nettleton, Mary Egusquiza, Fred Lawson, Frank Eld, Jane Young, and Steve Scanlin.

The Board returned to regular session at 11:51 a.m.

ADJOURN – Steve Scanlin

Meeting adjourned at 11:52 a.m.

Respectfully submitted:



Steven F. Scanlin, Chairman

3/17/08

Date



Russell A. Duke, Secretary