



“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
MARCH 13, 2008**

BOARD MEMBERS:

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

GUEST:

David Navarro

STAFF:

Russell A. Duke, Director/Board Secretary Cindy Trail Meghan Muguira
Rob Howarth Nancy Rush Joanne Graff
Donna Mahan

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CALL BOARD MEETING TO ORDER – Steve Scanlin

Chairman Steve Scanlin called the Board of Health meeting to order at 8:35 a.m. Welcome Commissioner Connie Cruser from Elmore County Board of Commissioners to Central District Health Department (CDHD) Board of Health.

ACTION ON MINUTES FOR FEBRUARY 8, 2008 – Steve Scanlin

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

Motion: Dr. Ted Epperly moved to approve the minutes for the February 8, 2008 Board of Health meeting as presented; Commissioner Frank Eld seconded; no further discussion; all in favor; motion carried.

BUDGET REVISION – Meghan Muguira

After further reviewing our FY 2008 budget, Meghan Muguira presented a second budget revision to account for increased revenue in immunizations and offsetting increased operating of \$318,335.

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

FINANCIAL REPORT – Meghan Muguira

July to February Budget to Actual

The “Budget to Actual” report for July through February was reviewed. For Revenue, fees are currently at 52%, which is about 15% below budget. Contract revenue is expected to be at 100% at yearend.

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

For Expenditures, personnel costs are even. In operating costs, our current operating costs are 70% spent. Capital outlay was restated. This year we will purchase only two new vehicles instead of three, which is reflected in the budget revision.

SMOKING POLICY – Nancy Rush/Joanne Graff

Russ Duke introduced the Tobacco-Free Workplace policy to the Board of Health, making CDHD a tobacco-free campus. It is important to demonstrate by our actions what we expect of others, which is tobacco-free lifestyle. Mr. Duke shared with the Board that staff currently using tobacco products have been educated about the new policy being presented and provided the options available to them if they choose to quit or continue to use tobacco products. Joanne Graff presented the three-month implementation plan, which would educate both the public and staff of our policy change that will be effective starting July 1, 2008.

Motion: Dr. Ted Epperly moved to adopt the Tobacco-Free Workplace policy as presented; Betty Ann Nettleton seconded; no further discussion; all in favor – six ayes and one nay; motion carried by majority.

Discussion

After a lengthy discussion about the policy itself, implementation, education, and the enforcement of the policy, the Board as a majority agreed the policy is important and needs to be implemented. They asked that promotion, especially signage, begin as soon as possible to educate the public and staff on the new policy.

OVERVIEW OF THE 3% COUNTY CAP – David Navarro

David Navarro, Ada County Clerk, Auditor, Recorder, presented the fundamentals on how counties calculate the 3% cap for county budgets.

NURSE-FAMILY PARTNERSHIP – Cindy Trail

Cindy Trail provided an update on the progress toward implementing the Nurse-Family Partnership (NFP) program along with a handout titled "Making the Case for Nurse-Family Partnership" that also included the proposed budget for this program. Ms. Trail's update invoked a lengthy discussion by the Board. Their greatest concern is that all four counties within our district will be a part of this program. Theresa Hoffman has accepted the program manager position for this program.

VICE CHAIR ELECTION – Steve Scanlin

Betty Ann Nettleton asked that we table this election until our regular May election for all three positions - trustee, vice chair, and chair. Please be thinking about who you would like to see in these positions and let Russell Duke know.

STATE ASSOCIATION OF LOCAL BOARDS OF HEALTH (SALBOH) UPDATE – Steve Scanlin

Steve Scanlin will be in Bowling Green, Ohio from April 1 – 3 for a SALBOH Committee meeting and will report to the Board in April.

BREAK – Steve Scanlin

PRELIMINARY 2009 BUDGET – Russell Duke

Over the past year, CDHD has increased their revenue through different avenues, such as, gradual increase Immunization fees to cover cost of delivering services. Russell Duke asked the Board's opinion about asking for more than a 3% increase in county contribution. After a length discussion, Dr. Ted Epperly made a motion.

Motion: Dr. Ted Epperly moved for Russ Duke and Meghan Muguira at this juncture to build in a 5 to 6% increase in budget request which would exceed the cap of 3% for continuous program expansion with presentation to each board of county commissioners to see the return on investment; no second made; motion dies.

Russell Duke and Meghan Muguira will work on the FY '09 budget to present to the Board for approval at the April Board of Health meeting.

TRUSTEE REPORT – Betty Ann Nettleton

Over the past two months, we have had weekly meetings during this year's legislative session, which turned out to be a very busy year. The Daycare Legislation will be address next year; and in the meantime, a workgroup is being assembled to address the needed changes. Senate Bill 1384 - Public Health District Code Change did pass this year, which will be signed by the governor. Yesterday, March 13, was tentatively the last conference call for the year. We made a motion to engage Mike Kane as our legislative advisor on different health policy issues, particularly as it relates to the Food Establishment Act.

MIDWIFE LEGISLATION – Russell Duke

The Midwife Legislation was pulled and will not be voted on this year. Russell Duke introduced a draft copy of the Resolution Concerning Idaho Midwifery Voluntary Licensure Act. Suggested amendments are as follows in blue:

“**WHEREAS**, when the lack of standardization of care...” and “**WHEREAS**, malpractice insurance is required for all health care providers in the State of Idaho and there needs to be clear financial accountability from the provider for the services they are delivering.” Dr. Ted Epperly asked the Mr. Duke e-mail the updated draft with a one-week turn around time to give any additional changes.

Also, Russ Duke presented a draft copy of the Resolution to Support Food Establishment License Fee. Suggested amendments are as follows in blue: **WHEREAS**, the Public Health Districts are mandated by the Idaho Food Code to perform at least one food safety inspection per year for each licensed food establishment, but current funding is inadequate to cover the cost of this service.

Motion: Commissioner Frank Eld moved to accept both draft resolutions with the amended statements to be added; Dr. Jane Young seconded; no further discussion; all in favor; motion carried.

DIRECTOR'S REPORT – Russell Duke

Isolation and Quarantine

Russell Duke and our Epidemiology and Public Health Preparedness Program Manager, Nikki Sakata, have met with each of our county's sheriffs and prosecutors regarding the policy the Board past last May and discussed what each of our roles are regarding isolation and quarantine.

Field Office Public Health Nurses

We have two new field office public health nurses – Rez Cotton, Elmore County and Susan Bordeaux, Valley County.

IAB

We are working on finalizing the agenda for the Idaho Association of District Boards of Health with potential speakers being Michele Ridge, former First Lady of Pennsylvania; John Holmberg, University of Colorado; Bethany Gadzinski, Bureau of Substance Use Disorders; Yolanda Savage, National Association of Local Boards of Health; and possibly the governor.

Culinary Walk-About Reminder

Russ reminded everyone that the Culinary Walk-About would be held on April 10 at the Boise Centre on the Grove from 6 p.m. to 9 p.m. This is a great event to support our Senior Meals On Wheels program.

ADJOURN – Steve Scanlin

Motion: Betty Ann Nettleton moved adjourn the meeting; Commissioner Fred Lawson seconded; no further discussion; all in favor; motion carried.

Meeting adjourned at 12:32 p.m.

Respectfully submitted:



Steven F. Scanlin, Chairman

4/11/08

Date



Russell A. Duke, Secretary