



*"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  
BUDGET HEARING AND BOARD OF HEALTH MEETING  
703 N. 1<sup>st</sup> Street, McCall, ID  
May 9, 2008**

**BOARD MEMBERS:**

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

**GUEST:**

Commissioner Fred Tilman, Ada County Commissioner

**STAFF:**

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

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**BUDGET HEARING FOR FY 2009 – Commissioner Frank Eld**

Commissioner Frank Eld of Valley County, Chairman of the Budget Hearing, called the public hearing of the proposed fiscal year 2009 budget for Central District Health Department (CDHD) to order at 12:32 p.m. Commissioner Eld asked everyone to identify themselves for the record – Russell Duke, Director; Dr. Jane Young, Ada County, Board Member; Steve Scanlin, Ada County, Board Chair; Donna Mahan, Management Assistant; Betty Ann Nettleton, Elmore County, Board Trustee; Meghan Muguira, Financial Director; Connie Crusier, Elmore County Commissioner, Board Member; Rob Howarth, Environment Health Program Manager; Fred Tilman, Chairman of Ada County Commissioners; Nancy Rush, CHEC Program Manager; Fred Lawson, Boise County Commissioner, Board Member; and Frank Eld, Valley County Commissioner, Board Member.

In accordance to ID Code 39-423, the budget committee considered the counties' contribution to CDHD's FY 2009 budget. CDHD has requested a 3% increase for a total of \$1,887,166. Commissioner Eld asked for any discussion on the budget as presented. With no further discussion, he asked for a motion to approve the budget beginning July 1, 2008, as presented to all of the Boards of County Commissioners.

**Motion:** Commissioner Fred Tilman moved to approve the FY 2009 budget as presented; Commissioner Frank Eld seconded; no further discussion; all in favor; motion carried unanimously.

The Budget Hearing meeting was adjourned at 12:38 p.m.

*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

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

Chairman Steve Scanlin called the Board of Health meeting to order at 12:38 p.m.

**ACTION ON MINUTES FOR APRIL 11, 2008 – Steve Scanlin**

Chairman Steve Scanlin asked for a motion to approve the April 11, 2008, Board of Health minutes as presented.

**Motion:** Betty Ann Nettleton moved to approve the April 11, 2008, Board of Health minutes as presented;  
Commissioner Frank Eld seconded; no further discussion; all in favor; motion carried.

**FINANCIAL REPORT – Meghan Muguira**

July to April Budget to Actual

The "Budget to Actual" report for July through April was reviewed. For Revenue, fees are currently at 71%, which is about 13% below budget. Contract revenue is expected to be at 100% at year-end, and fundraising contributions are up. Overall revenue is on budget. For Expenditures, personnel costs are overspent by .5%. Operating costs are about 6% overspent at this time. Management continues to monitor cost.

**ELECTION OF OFFICES FOR BOARD MEMBERS – Steve Scanlin**

Chairman Steven Scanlin called for nominations for officers of the Board.

**Motion:** Commissioner Frank Eld moved to nominate Steve Scanlin as Chairman of the Board of Health;  
Betty Ann Nettleton seconded; no further discussion; all in favor; motion carried.

**Motion:** Commissioner Frank Eld moved to re-elect Steve Scanlin as Chairman of the Board of Health;  
Commissioner Fred Lawson seconded; no further discussion; all in favor; motion carried.

**Motion:** Commissioner Frank Eld moved to nominate Betty Ann Nettleton as Vice-Chair of the Board of Health;  
Commissioner Fred Lawson seconded; no further discussion; all in favor; motion carried.

**Motion:** Commissioner Frank Eld moved to elect Betty Ann Nettleton as Vice-Chair of the Board of Health;  
Commissioner Connie Cruser seconded; no further discussion; all in favor; motion carried.

After some discussion, the Board agreed that the office of the Vice Chair and Trustee could be held by the same person, and an Alternate-Trustee was needed as a backup.

**Motion:** Commissioner Frank Eld moved to nominate Betty Ann Nettleton as Trustee of the Board of Health;  
Commissioner Fred Lawson seconded; no further discussion; all in favor; motion carried.

**Motion:** Commissioner Frank Eld moved to elect Betty Ann Nettleton as Trustee of the Board of Health;  
Commissioner Connie Cruser seconded; no further discussion; all in favor; motion carried.

**Motion:** Commissioner Fred Lawson moved to nominate Dr. Jane Young as Alternate-Trustee of the Board of Health;  
Commissioner Frank Eld seconded; no further discussion; all in favor; motion carried.

**Motion:** Commissioner Fred Lawson moved to elect Dr. Jane Young as Alternate-Trustee of the Board of Health;  
Commissioner Connie Cruser seconded; no further discussion; all in favor; motion carried.

#### **UPDATE ON PHYSICAL ACIVITY AND NUTRITION – Nancy Rush**

Nancy Rush, Community Health Promotion and Education Program Manager, provided an update on Physical Activity and Nutrition programs and community partnerships. Mrs. Rush announced that currently Idaho is ranked as the 18<sup>th</sup> least obese state and is 13<sup>th</sup> in food and security. This is important since statistics show that children that grow up in poverty have a much greater rate of obesity and shorter life spans. Last year she was involved in a statewide project called Idaho Body Mass Index Project 2007 where up to 300 third graders were randomly selected to have their height, weight, and body mass index (BMI) measured. The outcome in our district showed that the poorest school had the highest BMI. Two other key partnership projects Nancy worked on are as follows:

- A nutrition magazine titled "You Are What You Eat" ([www.cdhd.idaho.gov/pds/chec/Anser%20Magazine.pdf](http://www.cdhd.idaho.gov/pds/chec/Anser%20Magazine.pdf)) was a joint effort between Central District Health Department and ANSER Charter School, located in Boise, Idaho.
- In working with McDonald's Corporation, Nancy developed 13 healthy meal options to be a part of the SmartMeal campaign at 28 restaurants in the Treasure Valley starting in June.

#### **BREAK – Steve Scanlin**

#### **AIR QUALITY – Rob Howarth**

Rob Howarth, Environmental Health Program Manager, provided a brief update on his follow-up discussion with Idaho Department of Environmental Quality (DEQ) per the Board's request. DEQ has one full-time monitor in McCall and two seasonal monitors in Boise County along with seven portable monitors. DEQ has added us to their emergency plan which will enable us to be a conduit for information getting out to our district. They have also agreed to have a pre-fire meeting with District 3 and District 4 in preparation for fire season.

#### **INDIVIDUAL/SUBSURFACE SEWAGE RULES – Rob Howarth**

Rob Howarth provided the Board with handouts that showed the proposed changes to IDAPA 58.01.03 *Individual/ Subsurface Sewage Disposal Rules* that will improve our ability to properly size onsite sewage drainfields. With all seven public health districts having worked closely with DEQ in the process of revising the individual/subsurface sewage rules, this proposal is on schedule to be presented to the 2009 legislature.

#### **UPDATE ON CRYPTO – Rob Howarth**

Due to the increased number of crypto cases last year, Rob Howarth presented our proactive plan to educate the public regarding cryptosporidium. In preparation for this year's recreational water season, the Crypto Taskforce was created to address issues statewide. The Division of Health and Welfare has committed to fund a large scale educational media campaign. May 19 - 25 is Healthy Swimming week which will be used as a springboard in getting the message out to the public.

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

##### IAB - Proxies for Resolutions

All Board of Health members were provided the opportunity to delegate proxy rights to Steve Scanlin, Chairman of IAB, to vote on their behalf for specific resolutions and the by-laws being presented at this year's IAB Business meeting on Friday, May 30, 2008, as well as the option to delegate authority for any other items that may be voted on during the business meeting.

**Motion:** Commissioner Connie Curser moved that the Board support the three resolutions being presented at IAB; Commissioner Fred Lawson seconded; no further discussion; all in favor; motion carried.

IAB-By-laws

Mr. Duke provided a draft of the IAB by-laws based on the Board's interest in having Idaho's contact for the State Association of Local Boards of Health (SALBOH) be elected and be in office for three years of service. In addition, we are proposing that the conference office cover the cost of this person attending the annual NALBOH and SALBOH conferences. The Board also review the changes proposed by District 2.

**Motion:** Commissioner Fred Lawson moved to adopt the changes to the IAB by-laws as discussed; Betty Ann Nettleton seconded; no further discussion; all in favor; motion carried.

Trustee and Business Meeting Agendas

Russell Duke requested the Board's input on the agendas presented for the Trustee meeting that will take place from 3:00 p.m. – 5:00 p.m. on May 28 and the Business meeting for 8:30 a.m. - 12:00 p.m. on May 30.

The Board's preference in regards to location for next year's IAB conference is Kellogg and to keep the conference around the end of May, first of June or earlier.

**DIRECTOR'S REPORT – Russell Duke**

Food License Fee Committee Update

The Food License Fee committee meeting went well on April 30 with statewide participation. We have several items to follow-up on in preparation for our next meeting on May 28 that will be used in drafting legislation.

**ADJOURN – Steve Scanlin**

Chairman Steve Scanlin requested a motion to adjourn the meeting.

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

Meeting adjourned at 3:39 p.m.

Respectfully submitted:



Steven F. Scanlin, Chair

8/8/08

Date



Russell A. Duke, Secretary