



South Central District Health

Keeping your family & community healthy

SOUTH CENTRAL DISTRICT HEALTH

BOARD MEETING

January 24, 2007

Board Members Present:

Everett “Buck” Ward
Marvin Hempleman
Peter Curran
Maypat Fields
Linda Montgomery
Tom Faulkner

District Staff Present:

Cheryl Juntunen, District Director
Rene LeBlanc, Deputy District Director
Bonnie Spencer, Operations Director
Tom Machala, Communicable Disease & Prevention Director
Merl Egbert, Environmental Health Director
Maggi Machala, Community Health Director
Monie Smith, Community Relations
Kathlyn Egbert, Management Assistant

Board Members Excused:

Don Billings
Don Clark

Guests:

Minutes

The Board of Health meeting was called to order by Mr. Ward at 1:30 p.m.

MOTION (made by Ms. Montgomery, second by Mr. Hempleman): “I move that we approve the minutes of the November 29, 2006, meeting.” Motion passed unanimously.

Administration Report

Ms. Juntunen reported on activities of the Governor and Legislature. Governor Otter recommended to JFAC much less funding for the health districts than we had requested. We had asked for a fund shift from the general fund to maintain our services. The fund shift is to help pay for what our counties, contracts, and fees can't cover. The health districts will be presenting to JFAC on January 29 and will request full funding.

The health districts have three pieces of legislation with sponsors: Board composition, Board compensation, and a food bill removing the sunset and eliminating the food safety fund. The sponsors of the Board composition and Board Compensation bills have requested a letter of support from each Board of Health, and Ms. Juntunen drafted a letter for Mr. Ward's signature.

MOTION (made by Mr. Hempleman, second by Ms. Fields): “I move that we have Mr. Ward sign the support letters for the Board Composition and Board Compensation bills.” Motion passed unanimously.

The District Directors have been reviewing the IAB Bylaws and realized that they are out of date. The Trustees want to put together a sub committee to draft some new bylaws and have asked for some feedback from the Boards on a few key issues:

- The composition of the government affairs committee (are the Trustee's the legislative committee)
- What does "proxy" mean
- Role and authority of Trustees\
- Do the Trustees have a role as it relates to resolutions

Ms. Montgomery recommended that an annual review of the bylaws be included in the bylaws. The topic will be put on the February agenda for discussion. Ideally, the final draft will be ready for the Trustees' meeting at the IAB business meeting on June 1.

The Board reviewed the draft agenda and registration form for the upcoming IAB Conference. Topics and presenters were discussed along with activities and fees. Recommendation was made to issue a separate ticket for each meal, and the ticket would then be used for a door prize. Ms. Juntunen will continue to identify a Thursday afternoon presenter.

Operations Report

Ms. Spencer presented the financial report through December showing the same trends with overall revenues a little over 50% (have not touched the budgeted reserve draw), and fees and donations are coming in strong. Expenditures are a little under budget at about 45%. Personnel and operating are just a little under the 50% mark. Capital outlay payments have not been made yet, and sub-grantee payments for the HRSA grant are just now beginning. The pass-through account at the end of December is \$981,476. Investment interest so far this year is \$36,696. Ms. Spencer will provide more information on our diversified fund at the next meeting.

The personnel report as of December 31, 2006, shows the addition of five employees (3.6 FTEs – mostly temporary, part-time positions and the deputy director position). Years of service reflects a shift upward with 14 employees with 20+ years of service. Five employees left in the past six months, and there are currently three vacancies.

Ms. Spencer gave an update on the progress of our Information Systems Assessment plan. Along with Carol Moehrle from North Central District Health, Ms. Juntunen and Ms. Spencer met with representatives from the Public Health Foundation Enterprise (PHFE) to discuss our needs. PHFE developed a proposal (about \$50,000 to be shared by both agencies) which looks good. A contract will be drafted along with a timeline for the project, and meetings will be held on-site in February to finalize plans. If the contract is signed, the four-month project will begin in March.

Environmental Health Report

Merl Egbert, the new Environmental Health Director, presented information on two great activities being accomplished by great people in a great way. The first involved the Minnie Moore Mine and the White Rabbit Daycare in Blaine County. The Boise EPA was remediating and closing the mine and noticed the close proximity of the daycare to the tailings pile. EPA contacted the owner of the daycare and tested the soils which showed a high level of arsenic.

The venture of several agencies working with a private citizen to remediate an environmental program was successful.

Mr. Egbert reviewed the goals and objectives of the South Central Idaho Food Safety Advisory Committee (SCIFSAC) that held their first meeting in October. The goal is to provide a forum that fosters communication and information exchange among SCDH, local businesses, and consumers. The first meeting was successful and generated interest in continuing, with a February 15 meeting scheduled. The Development and promotion of a food safety outreach campaign to be launched in September during National Food Safety Awareness Month will be the focus of that meeting.

Ms. Montgomery questioned if food inspections are conducted for motels with self serve breakfasts. Mr. LeBlanc will confirm the status of that.

Community Health

Ms. Machala presented information on the WIC Nutrition Surveillance Report for 2004. This report is important because it is the only health data available statewide around children and infants. The at-risk population served by WIC is important to follow due to obesity and nutrition issues in that population. Data tracked includes education, age, weight, preterm birth, smoking and dental problems. Ms. Machala was asked to check with WIC to see if they refer families to apply for free and reduced school lunches for preschool and kindergarten.

Pandemic Influenza Activities

Mr. LeBlanc reported on recent activities with the Pandemic Influenza Planning contract. We facilitated a School Closure Tabletop in Burley in January that was well-attended and raised questions on how schools would respond and who has authority to close schools. Our staff developed a website with information for businesses, government, families, schools, churches, and law enforcement on how to do continuity of business plans. Ms. Juntunen has “taken the show on the road” with presentations being given to service clubs, city and county officials, and major businesses. Our District is in the process of writing our continuity plan and will bring it to the Board when it is done.

MOTION (made by Ms. Montgomery, second by Mr. Faulkner): “I move that we go into executive session as authorized by Idaho State Law 67-2345 for the purpose of discussing employee and real property issues.” Motion passed unanimously.

Board returned to regular session at 4:15 p.m. and adjourned.