



**South Central District Health**

*Keeping your family & community healthy*

## **SOUTH CENTRAL DISTRICT HEALTH**

### **Board of Health Meeting**

**August 22, 2007**

#### **Board Members Present:**

Everett "Buck" Ward  
Marvin Hempleman  
Linda Montgomery  
Don Clark  
Don Billings  
Tom Faulkner  
Marypat Fields

#### **District Staff Present:**

Rene LeBlanc, Director  
Bonnie Spencer, Operations Director  
Merl Egbert, Environmental Health Director  
Tom Machala, Communicable Disease and Prevention Director  
Maggi Machala, Community Health Director  
Bruce Fox, Public Information Officer  
Kathlyn Egbert, Management Assistant

#### **Board Members Excused:**

Peter Curran

#### **Guests:**

Greg Smith, PHFE  
Gwen Bell, PHFE  
Penny Andress, PHFE  
Nate Poppino, Times News

### **Board of Health Minutes**

The Board of Health meeting was convened by Mr. Ward at 1:30 P.M. Dr. Curran was excused.

**MOTION (made by Ms. Montgomery, second by Ms. Fields): "I move that we approve the minutes of the June 27, 2007, Board Meeting as mailed." Motion passed unanimously.**

Tom Kershaw, our legal representative, informed us that he had been appointed to be a judge in Twin Falls and was no longer going to be practicing law. He suggested that his previous firm could fulfill our legal needs or he could make other recommendations. Mr. LeBlanc will research possibilities and report back to the Board on the decision.

The contract with the Idaho Association of Counties for monitoring and tracking issues during the upcoming legislative session has been completed. Copies will be distributed to the other districts.

#### **Business Plan Assessment**

Representatives from PHFE (Public Health Foundation Enterprises) presented their findings and recommendations on their assessment of our MAGIC client server application. Next steps include further assessment of process efficiencies and bottlenecks and then the research of best software options to replace MAGIC. PHFE will develop requirement definitions for all possible vendors. Operating systems need to be designed before going out to bid. The total projected cost for PHFE services is about \$60,000 over FY 07 and FY 08.

The Board and directors discussed the benefits of having all health districts using the same systems and the feasibility of that every happening. Uniformity would be nice, but districts are in different stages of this process with some already having made huge investments in their software. Ms. Spencer anticipates looking at systems in place in other districts as we start looking for what will work best for us. North Central District Health is also working with PHFE.

## **Operations Report**

Ms. Spencer presented the comparison to budget report for Fiscal Year 2007 ending June 30, 2007. The District experienced significant savings in expenditures, and our contracts, fees and donations were very strong. Strong revenues made it unnecessary to utilize the budgeted draw on our reserve funds. The pass through account balance at fiscal year end was \$560,729.

The July report of Fiscal Year 2008 shows receipt of half of our State appropriation and all of our Millennium Fund appropriation. Our operating fund was increased by about \$50,000 after recalculating based on this year's budget (eight week reserve of ongoing expenses). There is a difference in the ending cash balance of June 2007 and the beginning cash balance of July 2007 due to actual costs of photocopies and vehicle mileage charged to programs being higher than projected. The pass through account balance is \$1,267,126.

A summary of our investment accounts over the past two years was reviewed by Ms. Spencer. In FY 2006, the Diversified Bond Fund outperformed the JEPA fund by about one-half a percent. In FY 2007, the Diversified Bond Fund underperformed the JEPA fund by about one quarter a percent.

The proposal for carryover expenditures was reviewed by the Board. The office remodel proposal was presented with the costs associated with it. If expenditures are approved, Ms. Spencer would incorporate them into the budget revision for Board approval in September.

**MOTION (made by Mr. Billings, second by Ms. Montgomery): "I move that we approve the carryover expenditures as proposed." Motion carried.**

Ms. Spencer reviewed the personnel report for the past six months ending June 30, 2007. We had one increase in the number of positions (temporary Clinical Assistant), FTEs remained about the same, and years of service reflected several retirements. We had five expired appointments along with eight new appointments, four promotions, and three reappointments. Staff in the Office Specialist II classification were reclassified to Customer Service Representative I.

## **District Project Recommendations**

Mr. Faulkner, Gooding County Board Member, informed the Board that Gooding County is running out of county office space. The space currently leased by Gooding County to District Health fits into their complex and would serve the county better than other potential options. Options suggested by Mr. Faulkner were to offer to lease or sell the Odd Fellows Hall to District Health or have District Health relocate back to the Round Building on the State School Campus. Gooding County would like District Health to maintain a presence in the county.

The Board requested that staff investigate options for relocation and costs associated. Also recommended was a study of the distribution of the county population and clients served. Mr. Faulkner hoped to have something done by spring so the space would be available for the county. Mr. LeBlanc will have some preliminary information available for Board discussion at the October meeting.

Mr. Ward informed the Board that the Lincoln County Commissioners acquired the Masonic Hall in Shoshone. He thought it would be advisable for District Health to contact the Commissioners about possible space for an office instead of using the church.

### **Idaho Oral Health Summit**

Ms. Machala shared the agenda for the upcoming Idaho Oral Health Summit to be held on November 9 at the Grove Hotel in Boise. An invitation is being extended to all members of the Boards of Health.

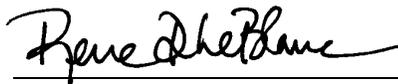
### **Other Business**

Ms. Montgomery presented a \$120 check from the Jerome County Farm Bureau to Ms. Machala to support the distribution of oral health “goodie” bags to Jerome County residents.

Meeting adjourned at 3:25 PM.



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Everett “Buck” Ward  
Board Chairman

Attest: 

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Rene R. LeBlanc, Director  
Secretary to the Board

Board Minutes approved on September 26, 2007