

**SOUTH CENTRAL PUBLIC HEALTH DISTRICT
BOARD MEETING
November 13, 2008**

Board Members Present:

Everett “Buck” Ward
Linda Montgomery
Don Billings
Tom Faulkner
Peter Curran
Marvin Hempleman
Marypat Fields
Don Clark

District Staff Present:

Rene LeBlanc, Director
Bonnie Spencer, Deputy Director
Tom Machala, Communicable Disease and Prevention Director
Merl Egbert, Environmental Health Director
Maggi Machala, Community Health Director
Karyn Goodale, Public Health Preparedness Manager
Kathlyn Egbert, Management Assistant

Board Members Excused:

Guests:

Russ Lively, Architect

Minutes

The Board of Health Meeting was called to order by Mr. Ward at 2:10 p.m.

MOTION (made by Mr. Hempleman, second by Ms. Fields: “I move that we approve the minutes of the October 22, 2008, meeting.” Motion carried.

A sample of the District’s Christmas card was displayed. Comments from Board Members included the request to purchase cards from someone like UNICEF in the future and concern over purchasing cards.

The Board reviewed the Legislative/Commissioner Luncheon held prior to convening the Board meeting. Everyone felt it went well. As the upcoming year will be financially tough, Mr. LeBlanc informed the Board that the seven district directors will jointly make decisions on services, contracts, and programs with approval by the IAB.

MOTION (made by Ms. Montgomery, second by Mr. Faulkner): “I move that we alter the agenda to allow Mr. Lively to present his information before further Board business.” Motion carried.

Gooding Office Architectural Update

Mr. Lively, project manager/architect, presented site plans, proposed floor plans, and structural design ideas. He recommended the site plan with the parking lot on the west side with the building at a higher elevation to the east. The front doors of the building would be facing east for highway visibility. Construction would include oversized fascia for lighting, shingled roof with continuous rain gutters, 12 foot high walls with ductwork under the insulation line, and suspended ceilings at 9

foot 6 inches. He would use conventional construction techniques and regional type materials. Anticipated cost is \$135 per square foot.

In the purchase agreement for the land, we agreed to a 60 foot easement, but the road is taking more than that, as well as losing land for an access road to the hospital. Mr. LeBlanc proposes talking to Earl Fitzpatrick about compensation for using our land for hospital access. This compensation could be having their road construction contractors putting in our building access road. Gooding City should put in fire hydrants along Scotty Lane.

MOTION (made by Mr. Hempleman, second by Ms. Fields: “I would like to move that Mr. Lively’s proposal of building construction (as pictured with 12 foot ceilings and building type) and site plan #3 be approved.” Motion carried.

Mr. Lively would like to go out to bid in January. Issues on fire hydrant and water, power, and gas lines still need to be addressed. The land owner (SCPHD) needs to contact Gooding City to get information on the site utilities as soon as possible.

Operations Report

The October Comparison to Budget report was reviewed by Ms. Spencer. We sent the 1% holdback to the State this month (\$14,200) and received our Millennium funding (\$65,500). To balance revenues and expenditures, we needed to take a \$42,000 reserve draw. Overall, expenditures are on budget; revenues are a little slow. Fees and donations are a little low (Environmental Health and Community Health). The Pass-Through Account balance is \$551,020 and will go down during November and December.

Salary savings on three vacant positions have allowed us meet the state budget cuts. We are expecting at least an additional 1 ½% holdback. However, with the down turn of the economy, we expect to see an increase in clients requesting services.

Director’s Report

Mr. LeBlanc reported on an email received from Wayne Hammon, DFM Administrator on November 10, 2008, requesting we review our plan to implement the upcoming 1 ½% holdback. DFM met with the District Health Directors and shared that the state is experiencing shortfalls in revenues and we should prepare for additional holdbacks. An increase in demand for services is being seen statewide.

WIC Car Seat Update

Ms. Machala shared a chart documenting the number of classes taught and number of car seats distributed to WIC clients from July 2007 to September 2008. We partner with Magic Valley Safe Kids who have trained car seat technicians who teach the classes to our WIC clients in our offices. We have been providing funds to purchase some of the car seats. This partnership addresses a great need in our community and warrants our support and funding as funds are available.

Other Business

Ms. Montgomery requested that we list our offices and phone numbers on the Immunization page of our website. Also, our absence at the Magic Valley Health Fair was noticed. She encouraged us to participate in the future to promote our services along with all other health care providers in the area.

Dr. Curran informed the Board Members that he will be working internationally for the next year and will not be able to continue in his position on the Board. He has informed his County Commissioners that they need to find a replacement for him. He suggested that he could be our Physician Liaison if Blaine County does not appoint a physician to the Board. He has enjoyed his time on the Board and would be interested in coming back if the opportunity arises. The Board wished him good luck and thanked him for his services over the past few years.

Mr. LeBlanc reviewed a spread sheet on time and materials for producing the annual report and posters this year in comparison to previous years. It was very difficult to track actual costs in prior years so any comparison would not be valid.

Mr. LeBlanc will complete his list of accomplishments for this year and send to the Board for their use in his performance evaluation. Ms. Fields and Ms. Montgomery will send out the evaluation form to Board Members and will meet the morning of January 28, 2009, to compile the information.

Meeting adjourned at 3:10 PM.

Everett "Buck" Ward

Everett "Buck" Ward
Board Chairman

Attest: *Rene R. LeBlanc*

Rene R. LeBlanc, Director
Secretary to the Board

Board Minutes approved on January 28, 2009