



BOARD MEETING

February 26, 2014

Board Members Present:

Linda F. Montgomery, Chair (Jerome County)
Charlie Ritter, Vice-Chair (Lincoln County)
Tom Faulkner, Comm., Trustee (Gooding County)
Terry Kramer, Comm. (Twin Falls County)
Angenie McCleary, Comm. (Blaine County)
Pam Jones, RN (Camas County)
Cheryl Juntunen, RN (Minidoka County)
Peter Curran, MD (Medical Consultant/At-Large Member)

Excused:

Don Clark (Cassia County)

District Staff Present:

Rene LeBlanc, District Health Director
Cheryle Becker, RN, FACH Administrator
Merl Egbert, Env. Hlth. & Preparedness Director
Jeff Pierson, Information Management Director
Karyn Goodale, Community Health Director
Jeremy St Clair, Fiscal Officer
Eric Myers, Business Operations
Amy Lierman, PIO
Angie Tamayo-Wojcik, HRA

MINUTES

The Board of Health Meeting was called to order by Mrs. Montgomery at 1:31 p.m.

Correspondence

We received our final audit reports (FY 2011 & FY 2012) from Legislative Services office. We were found to have financial statements that are materially accurate and reliable. They issued an unqualified opinion.

Discussed registration forms for the annual IADBH meeting in Sun Valley (May 28-30).

A letter was provided by NHANES with their contact information in the Twin Falls area.

Consent Agenda

Mrs. Montgomery called for approval of the consent agenda with the Board of Health minutes of January 22, 2014.

MOTION (made by Commissioner Kramer, second by Mrs. Juntunen): “I move that we approve the consent agenda.” Motion carried.

Consent Agenda Items:

Review of Trustee Minutes – January 30, 2014. Topics included legislative update by IAC; Millennium Fund committee recommendations (IPHDs); JFAC response to questions from 1/16; preventive services levy under provisions of 31-862, Idaho Code; Title X for FY 2015; and the increasing cost employer’s share of health insurance.

FACH Report – Clinic Fee Schedule (Update). Addendum to the FY 2014 Clinic fees (round charges to nearest whole dollar, and a fee for HIV testing).

IMD Report – IADBH; YHI; IT; Electronic forms – (Updates). PIO activities; IADBH progress report; IT changes; Your Health Idaho event; QA/QI efforts; and initiatives for customer service training.

CHD Report – National Drug Facts Week. Reviewed a mini-grant received from NACCHO targeting efforts for National Drug Facts Week.

Business Operations Report – Architectural Services; Facility Update. Updates on the completion of the internal lighting controls; Idaho Power rebates; and security systems for the Gooding, Bellevue, and Jerome receptions. Also covered were the RFQ’s for architectural services for the Mini-Cassia facility design and the public notice to sell district property in Gooding County.

The Board requested to change the April 16, 2014 board meeting date due to a conflict with an IAC Conference (2014 Annual social Services Conference).

MOTION (made by Commissioner Kramer, second by Mr. Ritter): “I move that we approve the change to the April meeting dates from April 16 to April 23.” Motion carried.

Board Development – Fiscal Operations – Mr. LeBlanc conducted a board continuing education session on fiscal operations (revenue, expenditures, personnel actions and facility maintenance). The training covered sources of revenue and the impacts of recent federal contract amendments, the need to continue the member county apportionment (and the link to the preventive services levy), general fund history to IPHDs and SCPHD, and staffing history of SCPHD as affected by changes in revenue. Details were provided on how positions are funded with direct compensation, health benefits and variable benefit costs. Lastly, a chart was reviewed on the total costs (personnel, vehicles, IT and O&M) for all district facilities.

Other Business – Action Items

Items pulled from the Consent Agenda – None.

Plexus – Insurance Billing (Netsmart) – Jeremy St Clair. Mr. St Clair reviewed the contract addendum from Netsmart (Revenue Cycle Management) for PLEXUS. Per the board's request, he negotiated a reduction to the fee percentage from 10% to 8% (a savings of \$12,000 over 5 years). He also reviewed comments or testimonials from other health organizations (NY State) on their customer satisfaction with use and support of PLEXUS (Netsmart).

MOTION (made by Mrs. Juntunen, second by Mrs. Jones): “I move that we approve the addendum of the Netsmart contract for the addition of PLEXUS.” Motion carried.

Fiscal Report - January 2014 Financials; Investment Accounts – Jeremy St Clair. Mr. St Clair reviewed the January financials. Revenues are over by \$34,000 as compared to last year. Contract revenues are coming in at a loss from last year due to fiscal adjustments at the federal level. All other sources show improvements. Expenditures were higher as compared to last year due to completion of one-time projects (carryover approved projects). The current pass through balance was \$200,000 lower than last year and the building fund was increased to \$300,000.

MOTION (made by Commissioner Faulkner, second by Mr. Ritter): “I move that we approve the financial reports for filing.” Motion carried.

Appoint board member(s) to Building Committee – Linda Montgomery. The Chair requested volunteers to serve on the Building Committee for the Mini-Cassia project. Board volunteers included Cheryl Juntunen (Minidoka County), Charlie Ritter-Vice Chair (Lincoln County), Linda Montgomery-Chair (Jerome County), and district staff (Eric Myers and Rene LeBlanc). Don Clark (Cassia County) was excused, but will be invited to participate on the committee.

Food Permit Fee waiver (South Central Community Action Partnership) – Merl Egbert. Mr. Egbert discussed a reduced fee for the SCCAP Food Banks. These food banks maintain storage of both dry goods and potentially hazardous foods and is therefore included under the Idaho Food Code. Given that no food is actually prepared, Mr. Egbert recommended that the board reduce their fee from \$125/permitted food bank to \$65/permitted food bank.

MOTION (made by Commissioner Faulkner, second by Commissioner McCleary): “I move that we reduce the food permit fee for the SCCAP Food Banks from \$125 to \$65.” Motion carried.

IADBH Resolution: Medicaid Redesign – Rene LeBlanc. Mr. LeBlanc presented a submitted resolution from D2 (Medicaid Redesign) for this year's annual IADBH for the business meeting (May 29). Mr. LeBlanc requested a consensus from the Board to move this item to the annual IADBH business meeting, May 29.

MOTION (made by Commissioner Faulkner, second by Mrs. Jones): “I move that we move the Medicaid Redesign resolution forward to the May 29 business meeting.” Motion carried.

School Nursing Contract Amendment: Blaine County School District – Rene LeBlanc. Mr. LeBlanc discussed the email request from Mr. John Blackman, Acting Superintendent - BCSD, to increase the school nursing hours by 300 thereby bringing the total to 1,125 hours at \$60 per hour. The employee was hired by SCPHD at 20 hours per week (0.5 FTE); however, the schools have asked for increasing hours. The employee is approaching a 0.70 FTE status with some increases with the variable benefit costs. The revised contract amount will fall short by \$14,000 due to changes in benefit costs if the employee becomes 30 hours per week or 0.75 FTE. Our goal is to manage the contract so as not to cause un-programmed costs to the school district. It was recommended that the current employee remain at 20 hours per week as budgeted and to use other public health nurses to provide remaining hours in support of the needs of BCSD. Personnel issues and/or details were left up to the District Director.

MOTION (made by Commissioner Kramer, second by Mrs. Juntunen): “I move that we amend the contract with Blaine County School District to increase the hours by 300.”
Motion carried.

The next board meeting will be March 26, 2014.

Meeting adjourned at 3:33.

Charles Ritter (Vice Chair)

Linda F. Montgomery
Board Chair

Attest:

Rene R. LeBlanc

Rene R. LeBlanc
District Director

Board Minutes approved on Mar 26, 2014