

**Board of Health Meeting Minutes**  
**August 26, 2015**

Present:

Linda F. Montgomery, Chair (Jerome County)  
Charlie Ritter, Vice-Chair (Lincoln County)  
Tom Faulkner, Trustee (Gooding County) - *Excused*  
Angenie McCleary, Comm., (Blaine County) – *Bridge @ 1:30 pm*  
Terry Kramer, Comm. (Twin Falls County)  
Pam Jones, RN (Camas County)  
Cheryl Juntunen, RN (Minidoka County)  
Bob Kunau, Comm. (Cassia County)  
Peter G. Curran, MD, MHCDS, FACP (Medical Consultant)

Staff:

Rene LeBlanc, RS, District Health Director  
Cheryle Becker, RN, FACH & Preparedness Administrator – *Excused (training)*  
Jeff Pierson, MCP, Information Management Administrator  
Melody Bowyer, Division Director  
Karyn Goodale-Durham, Community Health Director – *Excused (training)*  
Jeremy St Clair, Fiscal Officer  
Eric Myers, Business Operations  
Amy Lierman, PIO  
Kansas Guthrie, HR Associate

Guest(s):

Logan Hudson, RN, Nurse Manager, FACH  
Susie Beem, CHES, Health Promotions, CHD  
Erica Estes, CRDS, Region V MH/BH  
Cory Montgomery, Intern Region V MH/BH

I. **CONVENE:** 1:32 p.m.

- Correspondence –
  - The board was provided copies of the Idaho Public Health Districts' Strategic Plan 2015-2019, FY 2015 Report. They also received copies of the FY 2015 Performance Measures Report which is submitted to the Legislative Services Office.
- Additional Agenda Items – None.

II. **CONSENT AGENDA** – Approved (by motion)

- A. Approval of Minutes, July 22, 2015.
- B. Financial Reports – July 2015 (FY 2016); FY 2015 Actuals – Draft (End of Year Report).
- C. Facility Projects Newsletter (Capital Improvements).

**MOTION (made by Cheryl Juntunen and seconded by Commissioner Bob Kunau) “I move to approve the consent agenda.” Motion passed.**

III. **ACTION ITEMS**

- A. Items pulled from the Consent Agenda – N/A
- B. Review/Approve Carry-over Requests (from FY 2015) for Inclusion to the September Budget Revision for FY 2016 – Jeremy St Clair. Mr. St Clair briefed the board on the residual funds from the end of year closeout to FY 2015. The list subtracted-out obligated funds (unearned revenue) and FY 2015 Pending Expenditures. This left an available reserve of \$664,200. Mr. St Clair outlined the requests from each Division for one-time expenditures utilizing carry-over funds. The board asked numerous questions and requested clarification on certain projects; these were primarily directed to the Facilities/General Support projects and the designations to the Restricted Reserve. [Note: Funds were designated to the restricted reserve for the purpose of covering unemployment claims, the 27<sup>th</sup> pay period in FY 2017, and for the Building Fund.] After an active discussion, the board felt satisfied that all requests for funds were prudent and proper. They approved the requested action; these funds will be integrated into the budget revision for final approval in September.

**MOTION (made by Commissioner Bob Kunau and seconded by Pam Jones) “I move to approve the carry over request.” Motion passed**

IV. **DISCUSSION ITEMS – NO ACTION**

- A. SHIP Regional Health Collaborative (RHC) & Regional Behavioral Health Board (RBHB) – Rene LeBlanc. Mr. LeBlanc provided a monthly update on the progress with the RHC; the Idaho Healthcare Coalition (IHC) identified a regional Chair and Co-Chair for each region’s RHC Board. Dr. Ted Epperly, Chair IHC, reached out to individuals and personally solicited their participation to these positions. For Region 5, Dr. Keith Davis, Shoshone Family Medical Center agreed to be Chair and Dr. Steve Kohtz, SLHS-East,

agreed to be Co-Chair. The Executive Committee will consist of the Chair, Co-Chair and District Health Director per the IHC Governing Board. Mr. LeBlanc indicated the first meeting will be on August 28<sup>th</sup>.

RBHB – Progress on the Scope of Work (SOW) for a contract between Division of Behavioral Health (DBH) and South Central Public Health District (SCPHD) is near completion. The DBH Administrator will visit with the District Health Director and the Region V Program Manager to go over the details of the contract. Ms. Erica Estes, CRDS Region V, provided an update of next steps and the support the RBHB has received from SCPHD. She briefed how the relationship is very supportive and productive. She also briefed on the possibility of Region V applying for consideration for a Community Crisis Center. IDHW solicited input from various regions to gauge community support and interest. The Board of Health was very positive and supportive of pursuing a meeting to determine the feasibility of applying for a Crisis Center.

- B. Heyburn Facility Update – Eric Myers. Mr. Myers updated the board on the current status of the construction project. He provided construction progress to date. He was asked if there were any Change Orders, if so, how many and for how much. There has only been one Change Order and it was a modification to the Walking/Fitness Path that will surround the property in Heyburn. We still anticipate a completion by end of month October.
- C. Division Reports:
- a. Family and Children's Health Division – Logan Hudson. Mr. Hudson briefed the board on program updates for Epidemiology, Home Visitation and Clinic programs. He was asked regarding a cluster of possible cancer cases in Blaine County. He will work with the board and the state office to review the Cancer Registry and to see if there are any trending data available from the state Medical Director.
  - b. Community Relations Division – Jeff Pierson. Mr. Pierson updated the board on current projects with area Chambers of Commerce and also covered ongoing customer service surveys. Amy Lierman reviewed the Health Heroes award ceremony and the reception, which occurred just prior to the board meeting. The board felt it was very well attended and appreciated all the work and efforts to make it very successful. She also updated the board on the extent SCPHD is engaged in the community through media outreach, social media, community events, and print media.
  - c. Environmental Health Division – Melody Bowyer. Ms. Bowyer introduced two (2) new employees in the EH Division stationed in the Twin Falls Office. Cassandra Lemons and Kameron King; she also provided a short bio on each employee. Ms. Bowyer also briefed the

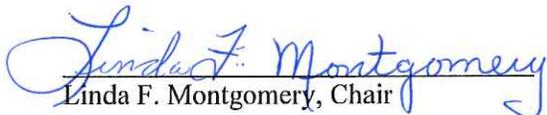
board on an issue under mitigation regarding a failed septic system. The EH Division is working with a property owner to resolve a failing system due to misclassified soils. We are working to correct the problem and are prepared to share in the cost of mitigation. The board asked if we were insured; we maintain liability coverage through the Office of Risk Management.

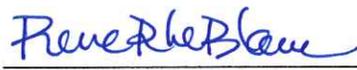
d. Community Health Division – Susie Beem. Ms. Beem briefed on the Oral Health Program and shared a fact sheet outlining the outreach to area schools for Dental sealants and Fluoride Varnish and the plan for School Year 2015-2016. She also briefed on the School Year 2016-2017 Smile Survey which will target third grade students in randomly selected schools within our district. Lastly, she covered the Regional Oral Health Network (new) and the first meeting on October 15, 2015.

D. Legislative Reception Dates – Rene LeBlanc. Mr. LeBlanc presented a few dates in November for holding the annual legislative reception. This year's theme will cover SHIP, RBHB, Community Crisis Center, and Parents As Teachers Program. Given that Veterans Day falls on Wednesday, the dates offered are the 12<sup>th</sup> and 19<sup>th</sup>; both are on a Thursday. The board directed the director to review all available published calendars to determine the best date with little or no conflicts.

E. Next Meeting: September 23, 2015

VII. ADJOURN – 3:02 p.m.

  
Linda F. Montgomery, Chair

Attest:   
Rene R. LeBlanc, Secretary

Board Minutes approved on: September 23, 2015