



"Partnering to promote, protect and preserve health in our community"

**Central District Health Department Board of Health Meeting
Friday, April 18, 2014 ~ 11:00 a.m. to 12:30 p.m.
707 N. Armstrong Place, Boise, Idaho**

Board Members:

| | |
|------------------------------|--|
| Steven F. Scanlin, JD, Chair | Betty Ann Nettleton, RN, V-Chair/Trustee (conference call) |
| Dr. Jane Young, DNP | Commissioner Barbara Balding (conference call) |
| Commissioner Al Hofer | Dr. Ted Epperly, MD (Absent) |
| Frank Eld (Absent) | |

Staff:

| | | |
|---------------------------|----------------|-------------------|
| Russell A. Duke, Director | Bonnie Spencer | Rob Howarth |
| Donna Mahan, Recorder | Mark Riley | Francine Gonzales |

Call Board of Health Meeting to Order – Betty Ann Nettleton

Betty Ann Nettleton called Central District Health Department (CDHD) Board of Health meeting to order at 11:07 a.m.

Board of Health Minutes for March 18, 2014 – Betty Ann Nettleton

With no corrections made, the March 18, 2014 Board of Health minutes stand approved as presented.

Financial Report: FY 2014 – July thru March Budget to Actual – Bonnie Spencer

FY 2014 March Budget to Actual: We are 75% through the FY 2014 budget year. Revenues are slightly over the projected budget level at 81%. Fees are at 85%; contracts are at 75%; county contributions are at 96%, which is due to the county payment schedules. We have spent 58% of our budgeted reserve funding. Expenditures are a little under budget at 71%. Personnel cost is at 77%, overspent by .1% (\$6,857). Operating and capital cost are both underspent. By year-end, we should have carryover of about \$200,000.

Balance Statement and Reserve Fund Update: At the end of March, total cash was \$2,949,505, and the reserve fund designation was \$1,549,648 with a balance of undesignated funds at \$1,399,857. Per the Board's request, Bonnie provided a progress report on the WIC and IT special projects.

Budget – Russell Duke

This year's Budget Hearing will be held on May 16 at the Boise Basin Senior Center and will be chaired by Boise County. After the Board approves the proposed budget, Russ Duke will meet

Serving Valley, Elmore, Boise, and Ada Counties

Ada / Boise County Office
707 N. Armstrong Pl.
Boise, ID 83704
Enviro. Health: 327-7499
Reproductive Health: 327-7400
Immunizations: 327-7450
WIC: 327-7488
FAX: 327-8500

Elmore County Office
520 E. 8th St. North
Mountain Home, ID 83647
Enviro. Health: 587-9225
Family Health: 587-4407
WIC: 587-4409
FAX: 587-3521

Valley County Office
703 N. 1st St.
McCall, ID 83638
Ph. 634-7194
FAX: 634-2174

with our four county commissions in preparation for the Budget Hearing. The proposed FY 2015 budget of \$9,248,100 reflects a 3% increase from the counties.

Agency Total

There is no change in total FTEs. Under expenditures, personnel costs are up by 1.6% and operating costs are down by 5.1%. We have budgeted \$52,400 in capital outlay. For revenue, the budget reflects a 3% increase from the counties. State general fund increased by 3.75%. Contracts are up by 1.7%. Fees are down by 2.3%. There is an overall .8% increase in the budget compared to fiscal year 2014.

County Funding Calculations and Data

The distribution formula for each county is defined in Idaho code. The change in contribution by each county from FY 2014 is as follows for a 3% overall increase:

| | | | | | |
|-------|-----------|-------|--------|------------|-------|
| Ada | \$ 64,891 | 3.6% | Elmore | \$ (957) | -0.9% |
| Boise | \$ (36) | -0.1% | Valley | \$ (2,633) | -3.0% |

Support for Expenditures and Revenue

Our personnel costs reflect a 1.59% increase in cost due to a merit increase averaging 2% of the total salary costs included in the proposed budget, health insurance premium costs, and salary savings. Operating costs decreased by 5.06%. Capital outlay projects include two new Ford F-150 4x4 Supercabs for a total of \$52,400. Contract revenue has increased by 1.67% mainly due to increases in the Millennium Funds. Overall fees are down 2.3% primarily due to changes in clinical services. Donations and other miscellaneous revenues are expected to decrease in FY 2015 by 36.4%. The state appropriation increased by 3.75%. No reserve funds are being requested at this time.

MOTION: Dr. Jane Young moved to approve the proposed FY 2015 as presented; Commissioner Barbara Balding seconded; no further discussion; all in favor; motion carried.

During the budget presentation, Chairman Steve Scanlin arrived and chaired the remainder of the meeting.

Employee Compensation Plan – Russell Duke

As stated while reviewing the proposed FY 2015 budget, an overall 2% merit increase for staff was included. The State requires a merit increase versus across the board increases. The proposed plan is to implement a one-half percent difference between the two most common rating levels, which are “good performance” and “exceeds performance.” For example, a 2.2% for exceeds performers and a 1.7% increase for good performers. These percentages will be adjusted based on the actual ratio of good to exceeds performers, while maintaining a one-half percent gap. Staff with an “outstanding performance” rating will receive a 2.2% increase and a one-time bonus netting approximately \$500.

Resolution Opposing Legalization of Marijuana – Russell Duke

The Board in general supports the Resolution Opposing Legalization of Marijuana; however, they do not want to limit the possible use of marijuana for legitimate medical purposes.

Director’s Report – Russell Duke

Budget Hearing: The CDHD Budget Hearing will be held on Friday, May 16 at 10 a.m. at the Boise Basin Senior Center chaired by Vicki Wilkins, Chair of the Boise County Commissioners.

We want to thank the Boise Basin Senior Center for waiving the rental fee for this meeting. Immediately following the hearing, the CDHD Board of Health meeting will begin.

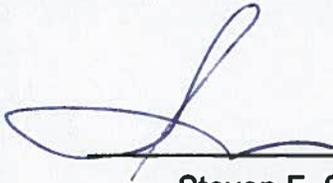
Leadership in Public Health Award: Russ provided a draft letter for the Board's review for the "Leadership in Public Health" award for Dr. Crystal Pyrak. The award will be presented at Family Medicine Residency of Idaho with a date to be determined.

Satellite Offices: To increase access points for clinical services—mainly WIC, we have met with the Boys and Girls Club of Ada County regarding providing WIC services out of their Garden City facility. The initial meeting went well; they do have space that will work. Russ will keep the Board posted as we move forward with this potential partnership.

Adjournment – Steve Scanlin

No further business was brought before the Board; meeting adjourned at 12:30 p.m.

Respectfully submitted:



Steven F. Scanlin, Board Chair

5/14/14

Date


Russell A. Duke, Secretary