



“Healthy People in Healthy Communities”

**Central District Health Department
Board of Health Meeting
707 N. Armstrong Pl, Boise, ID 83704
Friday, October 21, 2016 ~ 8:30 a.m. to 1:00 p.m.**

Board Members

Steven F. Scanlin, JD, Chair
Comr. Laura Baker
Dr. Jane Young, DNP

Dr. Ted Epperly, MD, V-Chair
Megan Blanksma

Comr. Elt Hasbrouck, Trustee
Betty Ann Nettleton, RN

Guests

Michael Kane

Samuel Kosydar

Staff

Russell A. Duke, District Director
Rob Howarth
Mark Riley

Donna Mahan, Recorder
Kris Spain
Angela Spain

Bonnie Spencer
Kim Link
Heather Gagliano

Call Board of Health Meeting to Order – Steve Scanlin

Steve Scanlin, Board Chair, called Central District Health Department (CDHD) Board of Health meeting to order at 8:34 a.m. Kris Spain, our new Preventive Health Services Administrator, introduced herself to the Board.

Board of Health Minutes for August 19, 2016 – Steve Scanlin

The August 19, 2016, CDHD Board of Health minutes stand approved as presented.

Executive Session: Legal – Russell Duke/Mike Kane

The Board moved to go in to Executive Session for legal reasons in accordance to Idaho Statute 74-206 (f).

Motion: Commissioner Elt Hasbrouck made a motion to enter in to Executive Session in accordance to Idaho Statute 74-206 (f); seconded by Megan Blanksma; motion carried by roll call: Nettleton; Blanksma; Baker; Hasbrouck; Epperly; Young, and Scanlin.

Motion: Megan Blanksma made a motion to exit to Executive Session; seconded by Betty Ann Nettleton; motion carried by roll call: Nettleton, Blanksma, Baker, Hasbrouck, Epperly, Young, and Scanlin.

FY 2017 Financial Report – Bonnie Spencer

The FY 2017 Budget to Actual for September 2016 report reflects that we are 25% through the FY 2017 budget year. Total revenues are at 28% of the budget. Fees are at 23%; contracts are at 24%; and county contributions are at 38%. Total expenditures are at 25%. Personnel cost is at 25%. Operating cost is at 24%; and capital cost is at 1%. The FY 2017 Cash Balance Statement and Reserve Report at the end of September reflects a total

SERVING ADA, BOISE, ELMORE AND VALLEY COUNTIES

Ada / Boise County Office

707 N. Armstrong Place • Boise, ID 83704
Phone: (208) 375-5211 • Fax: (208) 327-8500

Elmore County Office

520 E. 8th Street North • Mountain Home, ID 83647
Phone: (208) 587-4407 • Fax: (208) 587-3521

Valley County Office

703 1st Street • McCall, ID 83638
Phone: (208) 634-7194 • Fax: (208) 634-2174

cash balance of \$3,200,699; the reserve fund designation is \$2,430,098 with a cash balance of \$770,601. We have a balance of \$18,965 left in our Special Projects Reserve Fund for FY 2017.

Cash Balances June 2016 for Idaho Public Health Districts – Bonnie Spencer

Bonnie Spencer reviewed the cash balances as of June 30, 2016 for the Idaho Public Health Districts with the Board.

2016 Plague Season – Kimberly Link

Kim Link, Epidemiology Manager, spoke about the 2016 plague season and the importance of being aware of local outbreaks. Both Ada and Elmore Counties had ground squirrels that tested positive for the bacteria this year. Each year CDHD actively works with Idaho Department of Health and Welfare and Idaho Department of Fish and Game as a preventive measure to keep the public aware of any outbreaks.

Trustee Update Report Commissioner – Elt Hasbrouck

With the goal of having a fair and equitable formula for all seven public health departments, the Board continued their discussion on draft legislation for the state general fund formula. The Board discussed and agreed to hire Mike Kane as our legal counsel to work on this legislation.

Break – Steve Scanlin

Fifteen minute break taken.

Remodel of Armstrong Building – Russell Duke

Russ shared with the Board the history of the Armstrong office and why remodeling this facility is necessary for providing better services for District 4. After a lengthy discussion, the Board concluded an additional board meeting would be necessary to further explore the remodel proposal presented.

Motion: Commissioner Elt Hasbrouck made the motion to continue studying the proposed plans at our next meeting, bring in the architect; discuss cost savings and phasing in plans; receiving an update on capital fund raising and other funding sources; and discuss other questions that arise. Betty Ann Nettleton seconded; no further discussion; motion carried.

Director's Report – Russell Duke

Russ reconfirmed with the Board their position on moving forward with the draft legislation to change the state general fund formula.

Executive Session: Personnel – Steve Scanlin

Steve Scanlin requested a motion to go into executive session.

Motion: Commissioner Elt Hasbrouck made a motion to go into executive session under Idaho Statute 74-206 (b) to discuss personnel matters; seconded by Megan Blanksma; confirmed by roll call: Nettleton, Blanksma, Baker, Hasbrouck, Epperly, Young, and Scanlin.

Motion: Betty Ann Nettleton made a motion to come out of executive session; seconded by Dr. Jane Young; confirmed by roll call: Nettleton, Blanksma, Baker, Hasbrouck, Epperly, Young, and Scanlin.

Steve called for a motion.

Motion: Dr. Ted Epperly made a motion that Russ receives a 3% base pay increase and a \$2,000 bonus. Seconded by Betty Ann Nettleton; no further discussion; motion carried.

Adjournment – Steve Scanlin

No further business was brought before the Board; meeting adjourned at 1:12 p.m.

Respectfully submitted:



Steven F. Scanlin, Board Chair

12/16/16



Date

Russell A. Duke, Secretary