

**Central District Health Department Budget Hearing and Board of Health Meeting
Friday, May 16, 2014 ~ 10:00 a.m. to 12:43 p.m.
Boise Basin Senior Center, 102 Bear Run Road, ID, Idaho**

Board Members: Steven F. Scanlin, JD, Chair
Betty Ann Nettleton, RN, V-Chair/Trustee
Dr. Ted Epperly, MD
Commissioner Al Hofer (absent)

Dr. Jane Young, DNP
Commissioner Barbara Balding
Frank Eld

Guests: Commissioner Vicki Wilkins, Chair of Boise County Commissioners
Commissioner Dave Case, Chair of Ada County Commissioners
Commissioner Gordon Cruickshank, Chair of Valley County Commissioners
Dee Woodstrom, Operations Administrator to the Clerk
Senator Bert Brackett
Paula Brackett

Staff: Russell A. Duke, Director
Donna Mahan, Recorder

Bonnie Spencer
Rob Howarth

Call Budget Hearing to Order – Commissioner Vicki Wilkins

Commissioner Vicki Wilkins, Chairperson of Boise County Commissioners, thanked everyone for coming and thanked the Boise Basin Senior Center for hosting the Budget Hearing and Board of Health meeting. Commissioner Wilkins of Boise County called the Budget Hearing to order on Friday, May 16 at 10:05 a.m. to consider the proposed fiscal year 2015 budget for Central District Health Department (CDHD).

Those present were identified through roll call: Barbara Balding; Boise County Commissioner and CDHD Board Member; Steven Scanlin, Ada County Representative on CDHD Board (Chair); Donna Mahan, Management Assistant for CDHD; Rob Howarth, Community & Environment Health Director for CDHD; Bonnie Spencer, Chief Operation Officer for CDHD; Gordon Cruickshank, Valley County Board Chair; Dave Case, Ada County Board Chair; Ted Epperly, Physician and CDHD Board Member; Frank Eld, Valley County Representative on CDHD Board; Betty Ann Nettleton, Elmore County Representative on CDHD Board (Vice-Chair and Trustee); Russ Duke, District Director; Dee Woodstrom, Operations Administrator to the Clerk; and Vicki Wilkins; Boise County Chair.

In accordance to Idaho Code 39-423 and 39-424, the budget committee considered CDHD's fiscal year 2015 budget of \$9,248,100. The counties' portion totaled \$2,103,390, which is a 3% increase over FY 2104. Prior to a motion being made, Commissioner Case stated Ada County is asking consideration for a flat budget for FY 2015, which is what they asked of their own departments. Ada County understands the decision process and will respect the outcome; however, Ada County will be voting against an increase. After discussing possible ways to reduce the proposed budget, a motion was made.

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

Motion: Commissioner Balding moved to approve the FY 2015 budget as presented and seconded by Commissioner Cruickshank. It was requested to amend the motion to include the commitment to keep cost down and have more carryover dollars at the end of the year. Commissioner Balding agreed to amend her motion.

Motion: Commissioner Balding moved to amend her original motion to be that the FY 2015 budget be approved as presented with the direction to keep cost low and to have more carryover money at the end of the year. Motion was seconded by Commissioner Cruickshank. Commissioner Case reiterated that the direction of the Ada County Commission was to vote against the proposed budget.

A call for a vote was requested. Three of the four counties were present with the vote being as follows: Ada County Commissioner, Dave Case, nay; Valley County Commissioner, Gordon Cruickshank, aye; Boise County Commissioner, Barbara Balding, aye; and Elmore County, absent. Commissioner Vicki Wilkins stated at the Board's pleasure the majority vote stands; the motion was carried to approve the budget as presented.

Adjourn Meeting – Commissioner Vicki Wilkins

The Budget Hearing was adjourned by Commissioner Wilkins, turning the meeting over to Steve Scanlin, Chair, to begin the CDHD Board of Health meeting.

Call Board of Health Meeting to Order – Steve Scanlin

Steve Scanlin, Board Chair, called CDHD Board of Health meeting to order at 10:34 a.m.

Board of Health Minutes for April 18, 2014 – Steve Scanlin

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

Office of Performance Evaluation – Senator Bert Brackett

Senator Bert Brackett, representing counties within Public Health Districts 3, 4, and 5, shared his thoughts on the state general fund distribution formula.

Financial Reports – Bonnie Spencer

FY 2014 April Budget to Actual: We are 83% through the FY 2014 budget. All percentages are based on the budget revision. Revenues are slightly over the projected budget level at 87% due to Environment Health fees collected. Fees are at 92%; contracts are at 83%; county contributions are at 96%, which is due to county payment schedules. Expenditures are a little under budget at 79%. Personnel cost is at 84%, overspent by .2% (\$12,993). Operating is low but will pick up and capital cost will be spent by year end.

Balance Statement and Reserve Fund Update: At the end of April, total cash was \$2,633,961; and the reserve fund designation was \$1,482,029 with a balance of undesignated funds at \$1,151,932. Per the Board's request, Bonnie provided a progress report on the WIC and IT special projects. At this point, we have a \$14,562 savings for WIC's special projects. The remaining \$47,527 for IT special projects will be spent by year end.

Environmental Health Fee Development – Rob Howarth

The Environmental Health Program has fees that are set in state code, in state contracts, and/or established by CDHD. In preparation for the Board approving FY 2015 fees in August, Rob Howarth provided an overview of the CDHD Sewage Program trends and explained how we calculate cost to establish our fees structure for our sewage program.

Behavioral Health Update – Russell Duke

The recruitment for the 22-member board is in process. The behavioral health team plans to have the new board recruited by late summer or early fall. This board will then determine how to move forward with the business entity and executive committee. Department of Health and Welfare Region 4 have been talking with CDHD about a possible role for the district as a partner public entity for the regional behavioral health board. Laura Thomas and Gina Westcott from DHW will be at the August Board meeting to provide an update.

Board Elections – Russell Duke

With no elections being held this May for board officers, the next election will be in May 2015. The current officers will then complete their three two-year terms, leaving all three positions available. The only position in question will be the chair position since Steve Scanlin stepped down as chair for one year to serve as president of NALBOH.

MOTION: Dr. Ted Epperly moved to confirm this year will complete the third two-year term and the next election will be in May 2015; seconded by Dr. Jane Young. No further discussion; all in flavor; motion carried.

Resolutions and Proxies for Idaho Association of District Boards of Health Annual Meeting – Russell Duke

Each Board of Health member votes independently; therefore, board members who did not plan to attend the annual meeting were asked to provide their proxy vote to Betty Ann Nettleton.

Lunch – Steve Scanlin

Team Sponsorship Policy – Bonnie Spencer

Bonnie presented the new CDHD Team Sponsorship policy that supports a healthy work environment for employees while promoting the agency throughout the community, which the Board supported. Dr. Ted Epperly asked that we consider including team shirts in the policy.

Director’s Report – Russell Duke

The Idaho Association of District Boards of Health annual meeting is in Sun Valley, hosted by District 5, at the end of the month. Next year, District 4 will be hosting the event.

Adjournment – Steve Scanlin

Prior to adjourning the meeting, Dr. Ted Epperly shared a growing need he has observed regarding how we view and approach end of life planning. Most individuals are at a loss when reaching this phase of their life and struggle with everything from assisted living to their medical care options. The group agreed there is a tremendous need in our community to educate and assist people. The question becomes is this a role for public health. Dr. Epperly will speak more directly on this topic at the August Board of Health meeting.

No further business was brought before the Board; meeting adjourned at 12:43 p.m.

Respectfully submitted:

Steven F. Scanlin, Board Chair

8/22/14

Date

Russell A. Duke, Secretary