



**CENTRAL
DISTRICT
HEALTH
DEPARTMENT**

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“Healthy People in Healthy Communities”

**Central District Health Department
Board of Health Meeting
707 N. Armstrong Pl, Boise, ID 83704
Friday, February 10, 2017 ~ 8:30 a.m. to 11:30 a.m.**

Board Members

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

Dr. Ted Epperly, MD, V-Chair
Rep. Megan Blanksma (Conf. Call)

Comr. Elt Hasbrouck, Trustee
Betty Ann Nettleton, RN

Guest

Maegan Whipple

Megan Stager

Staff

Russell A. Duke, District Director
Rob Howarth
Gina Pannell
Patty Kennings

Donna Mahan, Recorder
Kris Spain
Alexis Pickering

Bonnie Spencer
Jaime Aanensen
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 8:37 a.m.

Board of Health Minutes for December 16, 2016 – Steve Scanlin

The December 16, 2016, CDHD Board of Health minutes stand approved as presented.

FY 2017 Financial Report – Bonnie Spencer

The FY 2017 Budget to Actual for January 2017 report reflects that we are 58% through the FY 2017 budget year. Total revenues are at 56% of the budget. Fees are at 67%; contracts are at 59%; and county contributions are at 41%. Total expenditures are at 56%. Personnel cost is at 57%. Operating cost is at 50%; and capital cost is at 101%. The FY 2017 Cash Balance Statement and Reserve Report at the end of January reflects a total cash balance of \$3,007,333; the reserve fund designation is \$2,423,611 with a cash balance of \$583,722. We have a balance of \$12,478 left in our Special Projects Reserve Fund for FY 2017.

FY-2017 Budget Revision and FY-2017 Reserve Fund Proposal – Bonnie Spencer

Bonnie presented the FY 2017 Budget Revision proposal and the FY 2017 Reserve Fund proposal, which the Board reviewed and discussed.

Motion: Dr. Ted Epperly made the motion to approve the FY 2017 Budget Revision proposal as presented; seconded by Betty Ann Nettleton; no further discussion; motion carried.

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

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Valley County Office

703 1st Street • McCall, ID 83638
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Motion: Commissioner Elt Hasbrouck made the motion to approve the FY 2017 Reserve Fund proposal as presented; seconded by Dr. Jane Young; no further discussion; motion carried.

Prescription Drug Abuse Grant – Jaime Aanensen

Jaime Aanensen provided an overview of the three-year CDC subgrant we received in December from the Division of Public Health to address prescription drug abuse and overdosing. We have hired a part-time employee who is responsible for the deliverables of the grant, which will include developing a standardized toolkit and providing education on the importance of using the Idaho Prescription Monitoring Program.

Statewide Healthcare Innovation Plan (SHIP) Update – Gina Pannell

Gina provided updates on the SHIP program. We began our second year, February 1 with 14 new clinics in Cohort 2. We are supporting a total of 29 clinics in District 4. The Regional Collaborative (RC) looks at gaps and needs in our community. The RC decided to focus on the caregiver with a small additional grant through SHIP. This will involve educating primary care clinics and EMS to recognize caregivers and provide linkage to local resources. To address another need in the community, we were awarded funding from the St. Luke's Community Improvement Fund grant to provide educational clinics to primary care providers and behavior health providers to improve communication between the two groups.

Region 4 Behavioral Health Board Update – Alexis Pickering

Alexis Pickering shared that CDHD submitted and received a grant from the Blue Cross of Idaho Foundation on behalf of the Region 4 Behavioral Health Board. The grant supports educational workshops to conduct youth mental health first aid training in Boise and Valley counties. The training is eight-hours with the focus on training educators and community partners to recognize risk factors and warning signs of mental health issues in adolescents.

Strategic Plan Quarterly Update Report – Bonnie Spencer

Bonnie shared highlights from the second quarter Strategic Plan Scorecard report, with the Board also providing feedback on key points.

Break – Steve Scanlin

Trustee Report – Commissioner Elt Hasbrouck

State Formula

Representative Blanksma introduced House Bill 80 that includes a formula for the distribution of state general funds to the public health districts. It is on hold at this time as the Board of Trustees has agreed to come up with a formula that is fair and equitable for all Districts. The Trustees will meet on March 15 and 16 to develop the formula.

Food License Fees

The Trustees have been working on ideas for legislation to increase the fees for food establishment licenses. They will continue to gather data in preparation for discussion at the Idaho Association of District Boards of Health Annual meeting in June.

By-Laws Update – Steve Scanlin

The Board reviewed and discussed proposed updates to the by-laws then approved the modifications.

Motion: Betty Ann Nettleton made a motion to approve the modifications to the CDHD by-laws as presented. Seconded by Commissioner Elt Hasbrouck; no further discussion; motion carried.

Director's Report – Russell Duke

Succession Policy

Russ shared with the Board the updated succession policy with signature blocks added for the three Division Administrators and the Board Chair to sign.

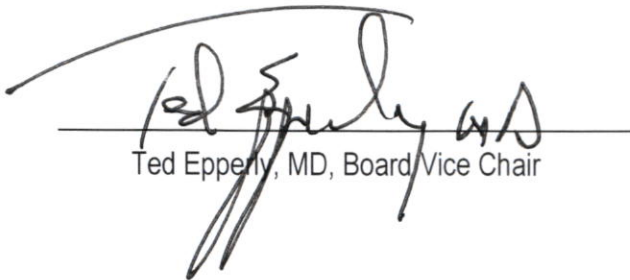
Remodel Update

The Preventive Health Services Division has been reworking the clinic area floor plan to make it more open and patient centered; good progress has been made to create a better flow for both current and future services. Our next step will be to work with CTA (architect firm) to redraw the floor plan then put the project out for bid.

Adjournment – Steve Scanlin

No further business was brought before the Board; meeting adjourned at 11:02 a.m.


Respectfully submitted:



Ted Epperly, MD, Board Vice Chair

3/24/17

Date



Russell A. Duke, Secretary