Call Board of Health Meeting to Order
Betty Ann Nettleton, Board Chair, called Central District Health Department (CDHD) Board of Health meeting to order at 8:37 a.m.

Board of Health Minutes for May 18, 2018
The May 18, 2018 Board of Health minutes stand approved as distributed.

Board Governance Training
The results of the board governance survey were reviewed by the Board, which they identified key areas of focus for future meetings.

FY 2018 Year-End Financial Reports
At FY 2018 year-end, our overall revenue came in 4% over budget; and our expenditure came in 6% under budget. The year-end FY 2018 Cash Balance Statement and Reserve Report at the end of June reflected a total cash balance of $4,064,574; and the reserve fund designation was $2,913,824 with a balance of undesignated funds at $1,150,750.

Cash Carryover Designations
At the end of June 30, 2018, our total cash balance was $4,064,574. Minus the restricted/committed cash and cash on hand of $193,683, the total available cash balance was $3,869,756. With the reserve fund designations balance being $3,869,756, Bonnie proposed that the reserve funds be set as follows:

- Personnel Reserve Fund (27th Pay Period) $59,200
- Operational Reserve Fund 867,300
- Capital Reserve Fund 2,943,256

Total Reserve Fund Designations $3,869,756
Motion: Commissioner Elt Hasbrouck made a motion to approve the FY 2019 reserve fund proposal as presented; seconded by Megan Blanksma; no further discussion; motion carried.

FY 2019 Financial Report
The FY 2019 Budget to Actual for July 2018 report reflects that we are 8% through this budget fiscal year. Total revenues are at 7% of the budget. Fees are at 8%; contracts are at 9%; and county contributions are at 3%. Total expenditures are at 7%. Personnel costs are at 8%. Operating costs are at 10%; and capital costs are at 1%. The FY 2019 Cash Balance Statement and Reserve Report at the end of July reflects a total cash balance of $4,795,611; the reserve fund designations are $2,913,824 with a cash balance of $1,881,787.

Fourth Quarter Strategic Plan Scorecard Review
Bonnie reviewed key highlights of CDHD’s fourth quarter strategic plan scorecard for FY 2018, answering questions raised by the Board. Moving forward, the Board has requested updates be provided every six months.

FY 2019 Strategic Plan
The new FY 2019 strategic plan was presented to the Board for discussion and review.

Break

District Director’s Goals
Russ provided the Board with an update on his goals established in April, receiving feedback and guidance from the Board moving forward.

Conference Office Budget
The Board discussed membership to the Idaho Association of District Boards of Health, which is a volunteer association not required by state code. The budget is currently based on an assessment fee to cover expenditures. This assessment is completed about every two years, then each health district is billed equally by the Association Office. The Board supports moving to a membership dues association.

Motion: Megan Blanksma made a motion to move from an assessment fee association to a membership fee association; seconded by Steve Scanlin; no further discussion; motion carried.

Idaho Association of Counties (IAC) Contract
After discussing the return on investment of the IAC contract through the association office, the Board stated they are not in favor of continuing the contractual agreement with IAC. They don’t lobby for public health as stated in the contract. Currently, the assessment fee charged to all seven health districts includes the cost of this agreement.

Motion: Steve Scanlin moved to have Commissioner Elt Hasbrouck speak with the Executive Council not to renew our agreement with IAC; seconded by Megan Blanksma; no further discussion; motion carried.

Food Establishment Fees
There has been discussion among the health districts to create additional fees for food establishments in an effort to recover a larger share of the cost to operate food safety program. The CDHD Board does not support creating additional fees.

National Association of Local Boards of Health (NALBOH) Updates
Steve Scanlin, Megan Blanksma, and Betty Ann Nettleton provided an update on their attendance to NALBOH in North Carolina. They believed that the conference had quality breakout sessions and are grateful for the
opportunity to attend. As a result of the conference, Megan has begun working on two pieces of legislation. One for community paramedics and the other for harm reduction with injection drug use.

**District Director Updates**

**Home Visitation Services**
Funding was provided for home visitation services by the legislature without any guarantee of on-going funding. We are hiring a clinician to conduct in home mental health services that are billable under our contract with Optum (Medicaid). This will allow the program to continue if state general fund support ends.

**Proposition 2**
Prop 2 is being promoted by the Idahoans for Healthcare organization and is a healthcare initiative to improve healthcare for Idaho's low income families by expanding Medicaid in Idaho. Jefferson Kemper would like to have the support of public health and the endorsement from the Idaho Association of District Boards of Health. The Board supported Mr. Kemper reaching out to Doug Zenner, Chair of the Boards' Executive Council, to set up a meeting if there was interest from the other districts.

**Citizen Review Panel**
District 4's Citizen Review Panel has been established and ready to go on our end. We are waiting on two key components: being able to access records from Health & Welfare and the required training date from the Idaho Supreme Court.

**Adjournment**
No further business was brought before the Board; meeting adjourned at 12:08 p.m.

Attest:

(Authorized signature)

Betty Ann Nettleton  
Board Chair

Russell A. Duke, District Director  
Secretary to the Board

Board Minutes approved on 10/19/18
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**Attest:**

[Signatures]

Betty Ann Nettleton  
Board Chair

Russell A. Duke, District Director  
Secretary to the Board

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