

Central District Health Board of Health Meeting
707 N Armstrong Place, Boise
Friday, April 17, 2020 | Conference Call | 8:30 a.m. to 11:30 a.m.

Conference Call: 1-855-291-0679 | Meeting #: 8502# | Attendee Code: 1234#

Board of Health Members:

Betty Ann Nettleton, RN, Chair
Rep. Megan Blanksma, Vice Chair
Comr. Elt Hasbrouck, Trustee
Ted Epperly, MD
Comr. Diana Lachiondo
Comr. Ryan Stirm
Jane Young, DNP

Staff:

Russell A. Duke, District Director
Donna Mahan, Recorder
Bonnie Spencer
Kris Spain
Rob Howarth
Kimberly Link
Natalie Bodine

Christine Myron
Natasha Ferney
Laura Smith
Gina Pannell
Zack Ward
Alexis Pickering
Michele Hanrahan

Call Board of Health Meeting to Order – Betty Ann Nettleton

Betty Ann Nettleton, Board Chair, called Central District Health (CDH) Board of Health meeting to order at 8:32 a.m.

Approve Board of Health Minutes for March 20, 2020 – Betty Ann Nettleton

The March 20, 2020 Board of Health minutes stand approved as distributed.

Update on Novel Coronavirus (COVID-19) – Kimberly Link, Natalie Bodine, Christine Myron, Laura Smith, Natasha Ferney, Gina Pannell, Alexis Pickering, Zack Ward, and Russ Duke

Kim Link, Communicable Disease Control Manager: With the public following social distancing and sheltering in place to flatten the curve, District 4 has had under 600 cases to date. As we begin to open back up, cases will increase; we have an investigation team plan to handle an increase in positive cases.

Natalie Bodine, Public Health Preparedness Manager: The CDH Call Center is set up to answer COVID 19 questions from the public, and we will continue to be available with a schedule based on demand. To assist in coordinating communication between CDH, and the State and Federal government for PPE and other hospital equipment, Idaho Office of Emergency Management's Area Field Officer, Brent Larson, has an office at CDH and is working closely with our Preparedness team.

Christine Myron, Public Information Officer: Public Health Districts 3 and 4 have been able to coordinate information so there is consistency in responding to media inquiries. We have provided numerous media interviews and Brandon Atkins was at the Governor's office to visit with the media about Idaho's first COVID 19 case. The Joint Information System group has been an excellent collaboration to streamline information. We continue to push information to our communities through our website and social media.

Laura Smith, Health Policy & Promotion Program Manager: As a Liaison Officer, Laura continues to provide support to Christine by ensuring internal communication takes place with staff. She supports Preparedness in the distribution of donated PPE and hygiene resources to community partners. She published two dozen guiding documents, sharing documents with community partners and providing resources to the CDH Call Center. She continues to support Ada County's effort to develop a data dashboard.

Zack Ward, Training & Exercise Coordinator: Zack has focused on the Strategic National Stockpile distribution, which was depleted as of April 14. He has been working with Brent Larson of the Idaho Office of Emergency

Management on obtaining Personal Protective Equipment through the Federal Emergency Management Agency and other sources and has been collaborating with multiple agencies and our health systems in preparation for a medical surge.

Alexis Pickering, Health Strategist: Alexis shared the work being done for the homeless population and shelter staff; ensuring senior services agencies are able to protect older adults; and providing support to agencies that represent and work with people with disabilities.

Natasha Ferney, Environmental Health Program Manager: Natasha has taken the lead in providing guidance, resources, and tools for food service establishments and childcare centers. She is establishing standard criteria for businesses to operate more safely after the statewide stay-at-home order is lifted.

Gina Pannell, Project Manager: Gina shared the work being done to provide assistance to schools in operating safely and confidently, and strengthen two-way communication and build confidence in community leaders with our rural communities.

FY-2020 Financial Report – Bonnie Spencer

The FY-2020 Budget to Actual for March 2020 report reflects that we are 75% through this budget fiscal year. Total revenues are at 82% of the budget, excluding reserve funding. Fees are at 89%, contracts are at 75%, and county contributions are at 99%. Total expenditures are at 73%. Personnel costs are at 72%. Operating costs are at 68%, and capital costs are at 87%. The FY-2020 Cash Balance Statement and Reserve Report at the end of March reflect a total cash balance of \$3,907,610; the reserve fund designations are \$1,993,342 with the undesignated cash balance of \$1,914,267.

FY-2021 Proposed Budget – Russ Duke

Russ Duke reviewed the fiscal year 2021 proposed budget, addressing questions from the Board.

Motion: Commissioner Elt Hasbrouck made a motion to approve the draft proposed FY-2021 budget that includes a 3% increase from the counties and a 3% overall increase in salaries based on merit; seconded Commissioner Diana Lachiondo. No further discussion; motion carried.

District Director's Report – Russ Duke

Pre-budget Commissioners Meetings: Russ will meet with our county commissioners between now and May 15 to review the proposed budget.

Budget Hearing: This year District 4's Budget Hearing will be chaired by Valley County telephonically on May 15 at 10 a.m.

2020 Idaho Association of District Boards of Health (IADBH) Annual Conference: Due to COVID-19, the IADBH Business meeting may be held virtually on June 11 instead of the entire conference.

Executive Session: Pursuit of I.C. §74-206 (1)(b) – Betty Ann Nettleton

Motion: Betty Ann Nettleton made a motion to go into Executive Session at 11:45 a.m. to discuss personnel matter in accordance with I.C. §74-206 (1)(b); seconded by Dr. Jane Young. Motion confirmed by roll call: Dr. Jane Young, aye; Dr. Ted Epperly, aye; Commissioner Elt Hasbrouck, aye; Commissioner Ryan Stirm, aye; Commissioner Diana Lachiondo, aye; and Nettleton; aye. Megan Blanksma not present. Motion carried.

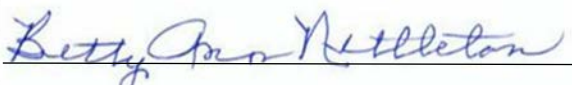
At 12:03 p.m., the Board returned to regular session.

Motion: Commissioner Elt Hasbrouck made a motion to give Russ Duke, District Director, a 3% merit increase and a \$5,000 PERSI Choice employer contribution; seconded by Commissioner Ryan Stirm. No further discussion. All were in favor of the motion; motion carried.

Adjournment – Betty Ann Nettleton

No further business was brought before the Board; meeting adjourned at 12:07 m. Next meeting will be held on Friday, May 15, 2020, in Boise via conference call.

Attest:



Betty Ann Nettleton
Board Chair



Russell A. Duke, District Director
Secretary to the Board

Board Minutes approved on May 15, 2020.