

CENTRAL DISTRICT HEALTH BOARD OF HEALTH | MINUTES  
707 N Armstrong Place, Boise, ID | Syringa Conference Room  
Friday, December 18, 2020 | 8:30 a.m.

**Note:** Due to COVID-19, meetings of the Board for the remainder of 2020 will be held via video conference unless otherwise noted.

*View meetings live at:* <https://www.youtube.com/channel/UC4LJ1BM5Jv3zcczecnYkXarw/>

**I. IN THE MATTER OF CALL TO ORDER**

Betty Ann Nettleton, Board Chair, called the Central District Health (CDH) Board of Health meeting to order at 8:30 am.

**II. IN THE MATTER OF ROLL CALL**

The Board of Health members were identified by roll call: Betty Ann Nettleton, RN (Ret), Chair, Representative Megan Blanksma, V-Chair; Commissioner Elt Hasbrouck, Trustee; Jane Young, DNP; and Commissioner Diana Lachiondo. Commissioner Ryan Stirm and Ted Epperly, MD joined after roll call.

Others present were CDH staff: Russell A. Duke, District Director; Donna Mahan, Recorder; Rob Howarth; Kris Spain; Laurel McMahan; Natalie Bodine; Gina Pannell; Josie Graham; and Laura Smith.

**ACTION ITEMS:**

**III. CHANGES TO THE AGENDA**

No changes noted.

**IV. NEW BUSINESS**

*1. Vote on minutes from December 1, 2020 Board meeting*

A motion addressed items 1 through 4 of the agenda, four sets of minutes from the December Board meetings.

**Motion:** Representative Megan Blanksma made a motion for approval of the minutes of the December 1, 2020, December 4, 2020, December 8, 2020, and December 15, 2020 Board meetings as presented. Seconded by Commissioner Diana Lachiondo. By voice vote, Commissioner Elt Hasbrouck, Dr. Jane Young, Commissioner Diana Lachiondo, and Representative Megan Blanksma voted yes. Motion carried.

*2. Vote on minutes from December 4, 2020 Board meeting*

Approved under Item 1.

*3. Vote on minutes from December 8, 2020 Board meeting*

Approved under Item 1.

*4. Vote on minutes from December 15, 2020 Board meeting*

Approved under Item 1.

5. *Provide FY-2020 Financial Reports by Laurel McMahan, Support Services Division Administrator*

After introducing the new Division Administrator for the Division of Support Services, Laurel McMahan, she provided the financial updates. The FY-2021 Budget to Actual for November 2020 report reflects that we are 42% through this budget fiscal year. There are significant budgetary variances with the effect of COVID activities and with final Boise remodel expenses budgeted last year but paid this year. Total revenues are at 57% of the budget. Fees are at 54%; contracts are at 75%; and county contributions are at 36%. Total expenditures are at 46%. Personnel costs are at 45%. Operating costs are at 41%; and capital costs are at 254%. The FY-2021 Cash Balance Statement and Reserve Report at the end of November reflect a total cash balance of \$3,431,315; the reserve fund designations are \$2,353,131 with a cash balance of \$1,078,184.

6. *Discuss vaccine planning by Natalie Bodine and Gina Pannell*

Natalie Bodine, Manager of Public Health Preparedness, provided the Board with an overview of the plan to distribute vaccines starting today, noting that no government agency will make vaccination mandatory. CDH will be following the Advisory Committee on Immunization Practice (ACIP) and Idaho COVID Vaccine Advisory Committee (CVAC) guidance. CDH is partnering with and supporting healthcare providers who currently have the capability to receive, store, and administer vaccines and have enrolled through the Idaho Immunization Program as a COVID Vaccine Provider. Idaho will be receiving two different vaccines, one from Pfizer and the other from Moderna. Both vaccines are free; however, the provider may charge an administrative fee. Wearing a mask will still be required even after being vaccinated.

7. *Call center operations update by Josie Graham*

Josie Graham provided an update on the CDH Emergency Call Center and the vital resource it provides to our community. Calls received since March have fluctuated based on events with the current focus being school exposures, business complaints, and vaccines.

8. *Health policy and promotion program update by Laura Smith*

The Health Policy and Promotion Program led by Laura Smith continues to make a positive impact throughout our District with current programs being run by her and her team. Laura shared key successes and future activities around the following programs: Valley County Opioid Response Project (VCORP), Drug Overdose Prevention Program, Partnerships for Success, Western Idaho Community Health Collaborative (WICH), Fit and Fall Proof™, Diabetes, Heart Disease & Stroke Prevention, Tobacco Cessation, Suicide Prevention, R4 Behavioral Health Board, and Comprehensive Cancer Control.

9. *Discuss and vote on CY-2020 schedule for remainder of December*

Russ recommended the Board cancel the December 22 meeting and maintain December 29 meeting as scheduled at this time.

**Motion:** Representative Megan Blanksma made a motion to maintain the meeting on the 29<sup>th</sup> of December, canceling the meeting scheduled on the 22<sup>nd</sup> per the recommendation of the Director; second by Dr. Jane Young. By voice vote, Commissioner Ryan Stirm, Commissioner Elt Hasbrouck, Dr. Jane Young, Dr. Ted Epperly, Commissioner Diana Lachiondo, and Representative Megan Blanksma voted aye. Motion carried.

10. *Discuss and vote on CY-2021 regular business meeting schedule and COVID schedule*

For calendar year 2021, the Board discussed eliminating weekly COVID-19 meetings, scheduling as

needed. The regular annual Board schedule meetings for CY-2021 would be in January, February, March, April, May, August, October, and December on the third Friday of the month at 8:30 a.m.

**Motion:** Representative Megan Blanksma made a motion to accept the schedule as presented by the Director; second by Dr. Jane Young. By voice vote, Commissioner Ryan Stirm, Commissioner Elt Hasbrouck, Dr. Jane Young, Dr. Ted Epperly, Commissioner Diana Lachiondo, and Representative Megan Blanksma voted aye. Motion carried.

*11. District Director's Report*

Russ Duke thanked the community for all their hard work to make a difference around Covid, asked the public to continue practicing safety measures, and to be careful and safe during the holiday season.

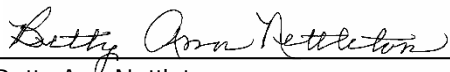
Commissioner Diana Lachiondo thanked everyone for the opportunity to serve on the CDH Board.

**V. ADJOURNMENT**

The next Board of Health meeting will be Tuesday, December 29 at 3:30 p.m. The Board adjourned at 10:30 a.m. by motion.

**Motion:** Representative Megan Blanksma made a motion to adjourn the meeting; seconded by Dr. Jane Young. By voice vote, Commissioner Ryan Stirm, Commissioner Elt Hasbrouck, Dr. Jane Young, Dr. Ted Epperly, Commissioner Diana Lachiondo, and Representative Megan Blanksma voted aye. Motion carried.

**Attest:**

  
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Betty Ann Nettleton  
Board Chair

  
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Russell A. Duke, District Director  
Secretary to the Board

*Board Minutes approved on January 15, 2021.*