
CENTRAL DISTRICT HEALTH BOARD OF HEALTH | MINUTES
707 N. Armstrong Place, Boise, ID 83704 | Syringa Conference Room
Friday, March 17, 2023 | 8:30 a.m.

View meetings live at: <https://www.youtube.com/channel/UC4LJ1BM5Jv3zczecnYkXarw/>

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 8:38 a.m.

II. IN THE MATTER OF ROLL CALL

The Board of Health members were identified by roll call: Betty Ann Nettleton, RN (Ret), Chair; Dr. Jane Young; Raúl Labrador; Dr. Ryan Cole (absent); Commissioner Clay Tucker (absent); Representative Megan Blanksma, V-Chair (absent); and Commissioner Elt Hasbrouck, Trustee.

Staff: Russell A. Duke, District Director; Donna Mahan, Recorder; Laurel McMahan; Curtis Loveless; Stephanie Myers; and Maria Ortega

ACTION ITEMS:

III. CHANGES TO THE AGENDA

The agenda stands as presented.

IV. IN-PERSON PUBLIC COMMENTS

No public comments were provided today.

V. NEW BUSINESS

1. *Vote on minutes from February 17, 2023 board meeting by Betty Ann Nettleton, Board Chair*

Chair Nettleton asked for approval of the February minutes as presented.

Motion: Dr. Jane Young motioned to approve February 17, 2023 board meeting minutes as presented. Seconded by Commissioner Elt Hasbrouck. No further discussion. Dr. Jane Young, Raúl Labrador, Commissioner Elt Hasbrouck, and Betty Ann Nettleton voted yes by voice vote. Motion carried.

2. *Provide and review the FY-2023 Financial Report by Laurel McMahan, Support Services Division Administrator*

The FY-2023 Budget to Actual for February 2023 report reflected that we are 67% through this budget fiscal year. Total revenues are at 77% of the budget. Fees are 73%, contracts are 80%, and county contributions are 81%. Total expenditures are at 58%. Personnel costs are 64%, and operating costs are 49%. Capital costs are 26%, and trustee & benefits costs are 50%.

The FY-2023 Cash Balance Statement and Reserve Report at the end of February reflected a total cash balance of \$12,095,255. The total reserve fund designations are \$4,559,946 with an undesignated cash balance of \$4,033,182, including restricted funds of \$3,502,127.

3. *Discuss budget guidance for the FY-2024 Budget to include a compensation plan for CDH staff and the county funding request by Russ Duke, District Director*

Russ received support from the Board to develop the FY2024, requesting a 3% increase from the counties along with a wage increase that includes moving staff to 80% of policy due to range adjustments made, all staff to receive a 3% cost of living increase and high performers an additional 2% increase. The Board will approve a proposed budget in April, which will be presented to our county commissioners before the Budget Committee meeting on May 12.

4. *Discuss and vote on moving the May Board of Health Meeting and Budget Committee Meeting date and time by Russ Duke, District Director*

Russ requested that the Budget Committee and Board of Health meetings be moved to May 12. The meetings will still be at our Mountain Home office, starting at 10 a.m.

Motion: Commissioner Elt Hasbrouck made a motion to move the May Board of Health Meeting and Budget Committee Meeting to May 12, 2023. Seconded by Dr. Jane Young. No further discussion. Dr. Jane Young, Commissioner Elt Hasbrouck, Raúl Labrador, and Betty Ann Nettleton voted yes by voice vote. Motion carried.

5. *Provide informational update on Public Health Districts' Executive Council by Commissioner Elt Hasbrouck, Board member and Executive Council Representative*

The Executive Council will continue discussing food fees at the Idaho Association of District Boards of Health meeting in June in preparation for the next legislative session.

6. *Discussion of resolutions to be presented at the Idaho Association of District Boards of Health (IADBH) annual meeting by Russ Duke, District Director*

No resolutions have been provided yet for review in preparation for IADBH by any district.

VI. ADJOURNMENT

The next Board of Health meeting will be on Friday, April 21, 2023, starting at 8:30 a.m. The Board adjourned at 9:14 a.m.

Motion: Dr. Jane Young motioned to adjourn the meeting. Seconded by Commissioner Hasbrouck. No further discussion. Dr. Jane Young, Raúl Labrador, Commissioner Elt Hasbrouck, and Betty Ann Nettleton voted yes by voice vote. Motion carried.

Attest:



Betty Ann Nettleton
Board Chair



Russell A. Duke, District Director
Secretary to the Board

Date approved: 4/21/23