

CENTRAL DISTRICT HEALTH BOARD OF HEALTH | MINUTES
Elmore County Health District Office | 520 E. 8th N., Mountain Home, ID 83647
Friday, May 12, 2023 | Following Budget Committee Meeting at 10:00 a.m.

View meetings live at: <https://www.youtube.com/channel/UC4LJ1BM5Jv3zczecYkXarw/>

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 10:30 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 (virtual); Dr. Ryan Cole (virtual); Commissioner Clay Tucker; Representative Megan Blanksma, V-Chair; and Commissioner Elt Hasbrouck, Trustee.

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

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 April 21, 2023 board meeting by Betty Ann Nettleton, Board Chair

Chair Nettleton asked for approval of the April minutes as presented. Commissioner Elt Hasbrouck asked that we provide more clarification when coming out of the executive session than just returning to regular session as currently noted.

Motion: Commissioner Elt Hasbrouck motioned to approve April 21, 2023 board meeting minutes as presented. Seconded by Dr. Jane Young. No further discussion. By roll call vote, Dr. Jane Young, Raúl Labrador, Dr. Ryan Cole, Commissioner Clay Tucker, Representative Megan Blanksma, and Commissioner Elt Hasbrouck voted yes. Motion carried.

2. Review fiscal year (FY) 2023 Financial Report by Laurel McMahan, Support Services Division Administrator

The FY-2023 Budget to Actual for April 2023 report reflected that we are 83.3% through this budget fiscal year. Total revenues are 88% of the budget. Fees are 85%, contracts are 91%, and county contributions

are 82%. Total expenditures are at 77%. Personnel costs are 82%, and operating costs are 71%. Capital costs are 51%, and trustee & benefits costs are 61%.

The FY-2023 Cash Balance Statement and Reserve Report at the end of April reflected a total cash balance of \$10,553,124. The total reserve fund designations are \$4,505,880 with an undesignated/unrestricted cash balance of \$2,545,118, including restricted funds of \$3,502,127.

3. *Review and vote on FY-2024 Fees by Laurel McMahan, Support Services Division Administrator*

Laurel McMahan presented the FY-2024 proposed fees for Family & Clinic Services and Environmental Health Services that will go into effect July 1, 2023, upon the approval of the Board. After discussing the proposed Environmental Health Services fees, the Board requested that further review of the fees be completed in preparation for the August meeting.

Motion: Representative Megan Blanksma moved to table the Environmental Health Services fees until August for further review. Seconded by Commissioner Elt Hasbrouck. By voice vote, Dr. Jane Young, Dr. Ryan Cole, Raúl Labrador, Commissioner Clay Tucker, Representative Megan Blanksma, Commissioner Elt Hasbrouck, and Betty Ann Nettleton voted yes. Motion carried.

The Board deferred approving the Family & Clinic Services fees until August based on questions raised during the discussion of the proposed fees.

Motion: Representative Megan Blanksma moved to table Family & Clinic Services fees until the August meeting. By voice vote, Dr. Jane Young, Dr. Ryan Cole, Raúl Labrador, Commissioner Clay Tucker, Representative Megan Blanksma, and Commissioner Elt Hasbrouck voted yes. Motion carried.

4. *Review FY-2022 Fixed Cost by County by Laurel McMahan, Support Services Division Administrator*

Laurel McMahan presented FY-2022 Fixed Cost by County report, at the request of the Board.

5. *Discuss and vote on Board elected positions to include chair, vice-chair, trustee and executive council member by Betty Ann Nettleton*

All three positions are up for election this year. The current chair and vice-chair are eligible for an additional two-year term. A new trustee, who also serves as the executive council representative, will need to be elected today. The positions will take effect immediately following today's meeting.

Motion: Dr. Jane Young made a motion to elect Commissioner Elt Hasbrouck as chair and Betty Ann Nettleton as trustee. Seconded by Representative Megan Blanksma. By voice vote, Dr. Jane Young, Dr. Ryan Cole, Raúl Labrador, Commissioner Clay Tucker, Representative Megan Blanksma, and Betty Ann Nettleton voted yes. Commissioner Elt Hasbrouck abstained. Motion carried.

For clarification, the trustee role includes being the district's executive council representative.

Motion: Commissioner Elt Hasbrouck made a motion for Commissioner Clay Tucker to serve as vice chair. Seconded by Representative Megan Blanksma. By voice vote, Dr. Jane Young, Dr. Ryan Cole, Raúl Labrador, Representative Megan Blanksma, and Commissioner Elt Hasbrouck voted yes. Commissioner Clay Tucker abstained. Motion carried.

6. *District Director's report to include the Idaho Association of District Boards of Health annual meeting by Russ Duke, District Director*

Three board members, Betty Ann Nettleton, Commissioner Elt Hasbrouck, and Representative Blanksma, plan to attend the Idaho Association of District Boards of Health annual meeting on June 8-10 in Coeur d'Alene, hosted by Public Health District 1. Board members not planning on attending can provide their proxy to any member attending.

With Representative Blanksma stepping down from the board at the end of June, Russ Duke and other board members thanked her for her contributions and service to the Central District Health Board over the past eight years.

VI. ADJOURNMENT

The next Board of Health meeting will be on Friday, August 18, starting at 8:30 a.m. at our Boise office. The Board adjourned at 11:24 a.m.

Motion: Representative Megan Blanksma motioned to adjourn the meeting. Seconded by Dr. Jane Young. As a point of discussion, Commissioner Elt Hasbrouck requested an item on the agenda for the August meeting regarding a return to in-person meetings. By roll call vote, Dr. Jane Young, Dr. Ryan Cole, Commissioner Clay Tucker, Representative Megan Blanksma, and Commissioner Elt Hasbrouck voted yes. Motion carried.

Attest:



Commissioner Elt Hasbrouck
Board Chair



Russell A. Duke, District Director
Secretary to the Board

Date approved: 8/18/23