

**CENTRAL DISTRICT HEALTH BOARD OF HEALTH | MINUTES**  
**City Hall – Horseshoe Bend | 112 Ada St., Horseshoe Bend, ID 83629**  
**Friday, May 20, 2022, | Following Budget Committee Meeting at 10 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 10:15 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, DNP; Raúl Labrador; Commissioner Ryan Stirm (absent); and Commissioner Elt Hasbrouck, Trustee. Dr. Ryan Cole and Representative Megan Blanksma, V-Chair, joined after the roll was completed.

**Staff:** Russell A. Duke, District Director; Donna Mahan, Recorder; Laurel McMahan; Gina Pannell; Jaime Aanensen; Rachel Garceau; Bailey Peterson; Savannah Klinginsmith; Ed Castro; Lisa McFall; and Cory Pedersen.

**ACTION ITEMS:**

**III. CHANGES TO THE AGENDA**

Russ Duke asked that we add Staff Changes to the agenda following public comment.

**Motion:** Commissioner Elt Hasbrouck motioned to amend the agenda as stated. Seconded Dr. Jane Young. By voice vote, Dr. Jane Young, Raúl Labrador, Commissioner Elt Hasbrouck, and Betty Ann Nettleton voted yes. Motion carried.

**IV. IN-PERSON PUBLIC COMMENTS**

No public comments were given.

**V. NEW BUSINESS**

**1. Staff Changes by Russ Duke, District Director**

Gina Pannell, Family & Clinic Services Division Administrator, will be leaving CDH on June 22. She has done great work over the last seven years.

**2. Vote on minutes from April 15, 2022 board meeting by Betty Ann Nettleton, Board Chair**

**Motion:** Raúl Labrador motioned to approve the April 15, 2022 Board meeting minutes as presented. Seconded by Commissioner Elt Hasbrouck. By voice vote, Dr. Jane Young, Raúl Labrador, Commissioner Elt Hasbrouck, and Betty Ann Nettleton voted yes. Motion carried.

3. *Review FY-2022 Financial Report by Laurel McMahan, Support Services Division Administrator*

The FY-2022 Budget to Actual for April 2022 report reflects that we are 83.33% through this budget fiscal year. Total revenues are at 91% of the budget. Fees are at 88%, contracts are at 95%, and county contributions are at 90%. Total expenditures are at 77%. Personnel costs are at 74%. Operating costs are at 89%, and capital costs are at 91%. The FY-2022 Cash Balance Statement and Reserve Report at the end of April reflects a total cash balance of \$8,032,285. The reserve fund designations are \$5,508,008, with a cash balance undesignated of \$2,524,277.

4. *Review and vote on FY-2023 Fees by Laurel McMahan, Support Services Division Administrator*

Laurel McMahan presented the FY-2023 proposed fees for Family and Clinic Services and Environmental Health Services that will go into effect July 1, 2022, requesting Board approval.

**Motion:** Dr. Jane Young motioned to approve the proposed FY-2023 Family and Clinic Services and Environmental Health Services fees as presented. Seconded by Commissioner Elt Hasbrouck. By voice vote, Dr. Jane Young, Raúl Labrador, Commissioner Elt Hasbrouck, and Betty Ann Nettleton voted yes. Motion carried.

5. *Review and vote on CDH community guidance for masking in schools to reduce the transmission of COVID-19 during high transmission by Russ Duke, District Director*

The Board discussed different ways to approach masks for children and what CDH as an agency should do to address them moving forward. The Board needs to review both sides of the issue first and decide whether we want our recommendation to align with CDC.

**Motion:** Raúl Labrador motioned to remove all recommendations to wear masks from the CDH website and documents, attaching the CDC link for more information only. Seconded by Commissioner Elt Hasbrouck. By voice vote, Dr. Jane Young, Raúl Labrador, Dr. Ryan Cole, Representative Megan Blanksma, and Commissioner Elt Hasbrouck. Motion carried.

6. *Review and vote on CDH community guidance for childhood COVID-19 vaccines by Russ Duke, District Director*

Russ Duke shared with the Board that CDH supports the COVID-19 vaccines for children because they work to reduce the severity of COVID-19 for children and are recommended by the CDC's Advisory Committee on Immunization Practices (ACIP).

Raúl Labrador stated it is a parent's right to decide to vaccinate their child or not and should not be pressured either way. Dr. Cole does not support COVID-19 vaccines for children and stated that CDH should stop recommending the vaccine.

After a lengthy discussion, the Board agreed not to make a decision regarding the childhood COVID-19 vaccine until both sides of the issue can be presented to the Board. In preparation for the meeting, Dr. Cole stated he would provide to Russ to share with the board the research that supports his position that the COVID-19 vaccine is more harmful than helpful to children by next week.

**Motion:** Raúl Labrador moved to table this issue until the next meeting. Seconded by Dr. Jane Young. By voice vote, Dr. Jane Young, Raúl Labrador, Dr. Ryan Cole, and Commissioner Elt Hasbrouck voted yes. Motion carried.

7. *Vote on bonuses for staff by Russ Duke, District Director*

Russ requested approval by the Board to provide retention bonuses to staff based on longevity. All staff employed on May 20, 2002, who had not already submitted resignations are eligible for retention bonuses to be paid in one lump sum. Staff hired during calendar year 2022 will receive \$750; staff hired during calendar year 2021 will receive \$1500; and staff hired prior to calendar year 2021 will receive \$2000.

**Motion:** Commissioner Elt Hasbrouck moved to authorize bonuses to staff as presented by the District Director. Seconded by Dr. Jane Young. By voice vote, Dr. Jane Young, Raúl Labrador, Dr. Ryan Cole, and Commissioner Elt Hasbrouck voted yes. Motion carried.

8. *District Director's report to include Idaho Association of District Boards of Health (IADBH) annual meeting, June 9, 2022, at 1:30 p.m. and staff retention plan by Russ Duke, District Director*

- The IADBH annual meeting is on June 9, starting at 1:30 p.m. CDH is the host of this virtual meeting. Please turn in your proxy either to Russ Duke or Donna Mahan if you do not plan to attend in person.
- The Executive Council voted not to have a SALBOH representative on the NALBOH State Leadership Committee and will make that recommendation to all IADBH members for a final vote.
- Russ introduced a high-level retention staffing strategy, stating he would present the details in August.

VI. **ADJOURNMENT**

The next Board of Health meeting will be on Friday, August 19, 2022, starting at 8:30 a.m. The Board adjourned at 12:05 p.m.

**Motion:** Raúl Labrador moved to adjourn the meeting. Seconded by Commissioner Elt Hasbrouck. By voice vote, Dr. Jane Young, Raúl Labrador, Dr. Ryan Cole, Commissioner Elt Hasbrouck, and Betty Ann Nettleton voted yes. Motion carried.

**Attest:**



Betty Ann Nettleton  
Board Chair



Russell A. Duke, District Director  
Secretary to the Board

Board Minutes approved on 8/11/22.