

CENTRAL DISTRICT HEALTH BOARD OF HEALTH | MINUTES
707 N. Armstrong Place, Boise, ID 83704 | Syringa Conference Room
Friday, December 16, 2022 | 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 8:30 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; Dr. Ryan Cole (absent); Commissioner Ryan Stirm; Representative Megan Blanksma, V-Chair; and Commissioner Elt Hasbrouck, Trustee.

Staff: Russell A. Duke, District Director; Donna Mahan, Recorder; Laurel McMahan; Curtis Loveless; Maria Ortega, Dillin Richards, and Heidi Hopkins

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 October 21, 2022 board meeting by Betty Ann Nettleton, Board Chair*

Motion: Commissioner Elt Hasbrouck motioned to approve the October 21, 2022 board meeting minutes as presented. Seconded by Dr. Jane Young. By voice vote, Dr. Jane Young, Raúl Labrador, Commissioner Ryan Stirm, Representative Megan Blanksma, and Commissioner Elt Hasbrouck voted yes. Motion carried.

2. *Introduction of new staff by Russ Duke, District Director*

Russ introduced Maria Ortega, Marketing and Communications Manager; Dillin Richards, Communicable Disease Control Program Manager; and Heidi Hopkins, Public Health Preparedness Program Manager.

3. *Provide and review the Fiscal Year 2023 Financial Report by Laurel McMahan, Support Services Division Administrator*

The FY-2023 Budget to Actual for November 2022 report reflected that we are 42% through this budget fiscal year. Total revenues are at 35% of the budget. Fees are 49%, contracts are 37%, and county contributions are 22%. Total expenditures are at 33%. Personnel costs are 38%, and operating costs are 31%. Capital costs are 19%, and trustee & benefits costs are 13%.

The FY-2023 Cash Balance Statement and Reserve Report at the end of November reflected a total cash balance of \$8,167,502. The reserve fund designations are \$4,856,354 with a cash balance undesignated of \$3,150,738, including restricted funds of \$160,410.

4. *Provide an update on the Public Health Districts' Executive Council by Commissioner Elt Hasbrouck, Trustee and Executive Council Representative*

During this legislative session, the removal of food fees from the Idaho state code will not be pursued by the districts. Discussion of the food fee removal resolution will need to be continued during the business meeting in Coeur d'Alene.

The board discussed the importance of being a part of the Idaho Association of District Boards of Health and whether or not they will want to continue CDH's membership. The total due amount, divided seven ways, will be included in the proposed fiscal year 2024 budget to be approved at the annual business meeting in June.

5. *Discuss and vote on the CY-2023 regular business meeting schedule of the board by Russ Duke, District Director*

Russ presented the proposed CY-2023 regular meeting schedule for approval.

Motion: Dr. Jane Young motioned to approve the CY-2023 meeting schedule as presented. Seconded by Commissioner Elt Hasbrouck. By voice vote, Dr. Jane Young, Raúl Labrador, Commissioner Ryan Stirm, Commissioner Elt Hasbrouck, and Representative Megan Blanksma voted yes. Motion carried.

6. *Report on opioid settlement plan by Becca Sprague, Health Policy & Promotion Program Manager, and Curtis Loveless, Community & Environmental Health Division Administrator*

Central District Health recently received opioid settlement funds. Curtis Loveless shared with the Board the three-year plan outlining our goals and intended outcomes. The goals focus not only on the importance of educating patients and supporting their recovery but also on raising public awareness and destigmatizing drug treatment.

7. *Director's report to include an update on staff retention by Russ Duke, District Director*

Staff Retention

Russ thanked the Board for approving retention incentives during the August 19, 2022 Board of Health meeting. Staff members who were employed by CDH on or before December 23, 2022 (except those who have given resignation notice) will receive a retention bonus that will be included in their January 6, 2023 paycheck.

Idaho Association of District Boards of Health (IADBH)

IADBH will be hosted by the Panhandle Health District on June 8-10 in Coeur d'Alene for an in-person meeting.

VI. ADJOURNMENT

The next Board of Health meeting will be on Friday, February 17, 2023, starting at 8:30 a.m. The Board adjourned at 9:48 a.m.

Motion: Dr. Jane Young motioned to adjourn the meeting. Seconded by Commissioner Hasbrouck. By voice vote, Betty Ann Nettleton, Dr. Jane Young, Representative Megan Blanksma, and Commissioner Elt Hasbrouck voted yes. Motion carried.

Attest:


Betty Ann Nettleton
Board Chair



Russell A. Duke, District Director
Secretary to the Board

Date approved: 2-17-2023