

**CENTRAL DISTRICT HEALTH BOARD OF HEALTH | MINUTES**  
**707 N Armstrong Place, Boise, ID | Syringa Conference Room**  
**Friday, April 15, 2022 | 8:30 a.m.**

View meetings live at: <https://www.youtube.com/channel/UC4LJ1BM5Jv3zccznYkXarw/>

**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; Jane Young, DNP; Raúl Labrador, Dr. Ryan Cole; Commissioner Ryan Stirm; Representative Megan Blanksma, V-Chair; and Commissioner Elt Hasbrouck, Trustee.

CDH staff: Russell A. Duke, District Director; Donna Mahan, Recorder; Laurel McMahan; Gina Pannell; Jaime Aanensen; Rachel Garceau; Ed Castro; and Bailey Peterson

**ACTION ITEMS:**

**III. CHANGES TO THE AGENDA**

No changes to the agenda were stated.

**IV. IN-PERSON PUBLIC COMMENTS**

Seven community members gave public comments.

**V. NEW BUSINESS**

1. *Vote on minutes from March 25, 2022 Board meetings by Betty Ann Nettleton, Board Chair*

**Motion:** Commissioner Elt Hasbrouck moved to approve the March 25, 2022 Board meeting minutes as presented. Seconded by Commissioner Ryan Stirm. By voice vote, Dr. Jane Young, Raúl Labrador, Dr. Ryan Cole, Commissioner Ryan Stirm, Representative Megan Blanksma, and Commissioner Elt Hasbrouck voted yes. Motion carried.

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

The FY-2022 Budget to Actual for March 2022 report reflects that we are 75% through this budget fiscal year. Total revenues are at 85% of the budget. Fees are at 81%, contracts are at 87%, and county contributions are at 89%. Total expenditures are at 67%. Personnel costs are at 64%. Operating costs are at 79%, and capital costs are at 91%. The FY-2022 Cash Balance Statement and Reserve Report at the end of March reflects a total cash balance of \$8,634,587. The reserve fund designations are \$5,597,007, with a cash balance undesignated of \$3,037,580.

3. *Review and vote on the CDH FY-2023 proposed budget by Russ Duke, District Director*

Russ Duke reviewed the proposed FY-2023 budget, which included a 4% increase in county contribution.

**Motion:** Raúl Labrador made a motion to accept the budget with a 3% increase in county contribution for FY-2023 budget. Seconded by Commissioner Ryan Stirm. By voice vote, Dr. Jane Young, no; Raúl Labrador, yes; Dr. Ryan Cole, yes; Commissioner Ryan Stirm, yes; Representative Megan Blanksma, yes; and Commissioner Elt Hasbrouck, no. Motion carried.

4. *Review and vote on a CDH policy that addresses Board approval for COVID-19 guidance issued by CDH that impacts people under the age of 18 prior to being issued by Russ Duke, District Director. If a policy is approved, the Board will share which specific COVID-19 recommendations are of interest for review so that CDH staff can prepare presentations for the May 20 Board meeting.*

Raúl Labrador thanked Russ for putting the COVID-19 guidance policy, stating we need this extra layer of oversight.

**Motion:** Represent Megan Blanksma made a motion the approve the CDH COVID-19 guidance policy as presented. Seconded by Commissioners Ryan Stirm. By voice vote, Dr. Jane Young, no; Dr. Ryan Cole, yes; Raúl Labrador, yes; Commissioner Ryan Stirm, yes; Representative Megan Blanksma, yes; and Commissioner Elt Hasbrouck, no. Motion carried.

5. *District Director's report to include budget setting schedule by Russ Duke, District Director*

Between now and May 20, Russ will meet with each county commission within Public Health District 4. Boise County Chair Steven Twilegar will lead the annual Budget Committee meeting on Friday, May 20, starting at 10:00 a.m. at City Hall – Horseshoe Bend.

Russ shared his plan to give staff a temporary three-pay period increase if no objection from the Board. For transparency, the Board noted a bonus would be best. The discussion will continue at the May Board meeting.

**VI. ADJOURNMENT**

The next Board of Health meeting will be on Friday, May 20, 2022, immediately following the budget committee meeting, which starts at 10:00 a.m. The Board adjourned at 11:10 a.m.

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

**Attest:**

  
Betty Ann Nettleton  
Board Chair

  
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Russell A. Duke, District Director  
Secretary to the Board

Board Minutes approved on 5/20/22.