
CENTRAL DISTRICT HEALTH BOARD OF HEALTH REGULAR MEETING | MINUTES
707 N. Armstrong Place, Boise, ID 83704 | Syringa Conference Room
Friday, October 20, 2023 | 8:30 a.m.

View meetings live at: <https://www.youtube.com/channel/UC4LJ1BM5Jv3zczecnykXarw/>

Call Board meeting to order and roll call – Comr. Elt Hasbrouck, Chair

Call to Order

Commissioner Elt Hasbrouck, Board Chair, called the Central District Health (CDH) Board of Health meeting to order at 8:30 a.m.

Roll Call

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

Staff in Attendance

Russell A. Duke, District Director; Donna Mahan, Recorder; Laurel McMahan; Stephanie Myers; Curtis Loveless; Conan Chiu; Maria Ortega; and Courtney Kelly

Call for changes to agenda; vote to approve of agenda – Comr. Elt Hasbrouck, Chair

Chair Hasbrouck proposed adding an information item to the agenda to discuss the process of electing board members by county commissioners.

Motion: Commissioner Elt Hasbrouck motioned to approve the agenda with the new informational item regarding the process of board elections. Seconded by Dr. Jane Young. No further discussion. Motion carried unanimously.

Discuss and vote on August 18, 2023 Board of Health minutes – Comr. Elt Hasbrouck, Chair

Chair Hasbrouck asked for approval of the August minutes as presented.

Motion: Commissioner Crystal Rodgers motioned to approve the August 18, 2023 board meeting minutes as presented. Seconded by Betty Ann Nettleton. No further discussion. Motion carried unanimously.

Discuss 2023 Greater Treasure Valley Community Health Needs Assessment and next steps – Curtis Loveless, Staff

The 2023 Community Health Needs Assessment was conducted by the Western Idaho Community Health Collaborative (WICHC). WICHC is comprised of 23 members representing public health, healthcare, and social services. They led and paid for the first-

ever regional assessment of approximately half of Idaho's population and forged groundbreaking partnerships.

The data collection methods used were surveys, focus groups, and interviews, which yielded qualitative and quantitative data. When analyzing the data, three priorities were identified: housing and homelessness, behavioral health, and access to care. A three-year regional health implementation plan on how to address these needs will be approved in November. WICHHC will ask CDH to allocate \$50,000 of district dollars in support of implementing these strategies within our four-county region.

Review and discuss FY-2024 financial report – Laurel McMahan, Staff

Numbers may be miscategorized due to Luma reporting. The FY-2024 Budget to Actual for September 2023 report reflected that we are 25% through this budget fiscal year. Total revenues are 30% of the budget. Fees are 15%, contracts are 30%, and county contributions are 37%. Total expenditures are at 23%. Personnel costs are 23%, and operating costs are 22%. Capital costs are 6%, and trustee and benefits costs are 27%.

The FY-2024 Cash Balance Statement and Reserve Report at the end of September reflected a total cash balance of \$11,106,600. The total reserve fund designations are \$6,039,000 with an undesignated/ unrestricted cash balance of \$4,613,136, including restricted funds of \$454,465.

Vote to enter Executive Session under Idaho Code 74-206(1)(b) to consider the evaluation of an employee – Comr. Elt Hasbrouck, Chair

The Board entered into executive session by roll call vote under Idaho Code 74-206(1)(b) "To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student."

Motion: Dr. Jane Young made a motion to go into Executive Session at 9:47 a.m. to discuss personnel matters in accordance with I.C. §74-206 (1)(b); seconded by Commissioner Clay Tucker. Motion confirmed by roll call: Commissioner Elt Hasbrouck, Dr. Ryan Cole, Dr. Jane Young, Commissioner Clay Tucker, Betty Ann Nettleton, and Commissioner Crystal Rodgers. Motion carried.

- Entered executive session at 9:47 a.m. to discuss the annual evaluation of the district director.
- Reconvene to regular business meeting at 11:02 a.m.

Discuss and vote on the evaluation of the district director – Comr. Elt Hasbrouck, Chair

In discussing the salary situation over the years, the things we wanted for Russ Duke's compensation did not previously get approved by the state.

Motion: Commissioner Clay Tucker made a motion to raise the pay of Russ Duke to \$88.70 per hour and receive a \$5,500 PERSI employer contribution effective October 15; seconded by Commissioner Crystal Rodgers. No further discussion. By roll call: Dr. Ryan Cole, MD, aye; Dr. Jane Young, no; Commissioner Clay

Tucker, aye; Betty Ann Nettleton, aye; Commissioner Crystal Rodgers, aye; and Commissioner Elt Hasbrouck, aye. Motion carried 5 to 1.

Director's Report to include food establishment license fees and December Board of Health agenda items – Russ Duke, Staff

Agenda items to be considered in December include funding partners for WICHC, possibly allocating \$50,000 in district dollars to support the implementation of WICHC strategies, and the purchase of a new service van. Harris CPAs will review the CDH audit report for FY-2021 and FY-2022.

Food establishment license fees continue to be an ongoing issue and challenge. These fees are set forth in Idaho Code and are subsidized significantly by county contributions. The health districts will be looking at options to be considered by the Idaho Association of Local Boards of Health that would allow for the fees to be removed by Idaho Code and set at the local level.

Two pieces of legislation could be introduced this year, including one under Idaho Code Title 39, Chapter 4, which governs how county commissioners handle board appointments. Another bill that was printed last year and may be introduced this coming session would allow counties to individually opt out of funding of their public health district and presumably establish their own local health department.

Dr. Greg Ferch, Ada County's appointment to the CDH Board of Health, shared his life's work and the experiences that led him to want to be a part of the CDH Board.

Public Comment – Comr. Elt Hasbrouck, Chair

One person provided public comments before the board.

Adjournment – Comr. Elt Hasbrouck, Chair

The next Board of Health meeting will be on Friday, December 15, starting at 8:30 a.m. at our Boise office. The board adjourned at 11:36 a.m.

Attest:



Commissioner Elting Hasbrouck
Board Chairman



Russell A. Duke, District Director
Secretary to the Board of Health

Date approved: 12/15/23