
CENTRAL DISTRICT HEALTH BOARD OF HEALTH REGULAR MEETING | MINUTES
707 N. Armstrong Place, Boise, ID 83704 | Syringa Conference Room
Friday, December 15, 2023 ~ 8:30 a.m.

View meetings live at: 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; Dr. Greg Ferch; Commissioner Clay Tucker, V-Chair; Betty Ann Nettleton, RN (Ret), Trustee; and Commissioner Crystal Rodgers.

Guest

Cheryl Guiddy, CPA of Harris CPAs

Staff in Attendance

Russell A. Duke, District Director; Donna Mahan, Recorder; Laurel McMahan; Curtis Loveless; Stephanie Myers; Alexis Pickering; and Maria Ortega

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

Chair Hasbrouck asked for approval of the agenda as presented.

Motion: Betty Ann Nettleton motioned to approve the agenda as presented. Seconded by Dr. Jane Young. No further discussion. Motion carried unanimously.

Discuss and vote on October 20, 2023 and November 28, 2023 Board of Health minutes - Comr. Elt Hasbrouck, Chair

Chair Hasbrouck asked for approval of the October and November minutes as presented.

Motion: Dr. Jane Young motioned to approve the October 20, 2023 and November 28, 2023 board meeting minutes as presented. Seconded by Betty Ann Nettleton. No further discussion. Motion carried unanimously.

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 November 2023 report reflected that we are 42% through this budget fiscal year. Total revenues are 42% of the budget. Fees are 41%, contracts are 43%, and county contributions are 39%. Total expenditures are at 39%. Personnel

Ada & Boise County

707 N. Armstrong Pl. Boise, ID 83704
208-375-5211

Elmore County

520 E. 8th N. Mountain Home, ID 83647
208-587-4407

Valley County

703 1st St. McCall, ID 83638
208-614-7194

costs are 37%, and operating costs are 43%. Capital costs are 19%, and trustee and benefits costs are 45%. The FY-2024 Cash Balance Statement and Reserve Report at the end of November reflected a total cash balance of \$9,644,872. The total reserve fund designations are \$6,039,000 with a restricted fund amount of \$4,028,915, leaving an undesignated/unrestricted balance of (\$423,043).

Review Central District Health Audit for FY-2021 and FY-2022 – Cheryl Guiddy, Harris CPAs

Cheryl Guiddy provided a high-level review of the FY-2021 and FY-2022 audit reports for Central District Health, with a summary statement that there were no findings identified during those two years.

WICHC Budget Review and Implementation Plan Progress – Alexis Pickering, Staff

Western Idaho Community Health Collaborative (WICHC) is a multi-sector, public-private partnership established in 2019. WICHC's funding structure has included a variety of funding sources since its inception, from local funders and partnerships to grants and multi-state partnerships. While some funds are spent regionally, others stay within specific public health districts, and all support has led to the first regional health implementation plan.

On Thursday, January 11, from 3:00 to 5:00 p.m., WICHC will host the Assessment to Action: Unveiling the WICHC Regional Health Implementation Plan, providing an opportunity to learn more about how you can be a part of advancing innovative public health practices in western Idaho.

Discuss and vote on the CY-2024 regular business meeting schedule of the board – Russ Duke, District Director

The board reviewed and voted on the proposed 2024 schedule as presented.

Motion: Betty Ann Nettleton motioned to approve the 2024 meeting schedule as presented. Seconded by Dr. Jane Young. No further discussion. Motion carried unanimously.

Request feedback for the Idaho Association of District Boards of Health (IADBH) annual meeting 2024, including location and dates – Russ Duke, District Director

The board provided feedback for the 2024 IADBH meeting hosted by Eastern Idaho Public Health. They support going to each district but understand centralizing the location may be better for everyone. June is a favorable month. However, since graduations take place at the beginning of June, it would be better to have it later in the month. For commissioners, dovetailing with the Idaho Association of Counties (IAC) meeting is ideal, but they do not want the conference to be on the weekend.

Director's Report to include an update on the evaluation of CDH's culture and HR policies and procedures being conducted by Calyx-Weaver and Associates – Russ Duke, District Director

A contract has been signed with Calyx-Weaver, and the interviews are halfway completed. They will return to present their findings to the board in Executive Session during February's meeting.

Russ again thanked the board for approving the retention bonuses that employees will receive in their paychecks on January 5.

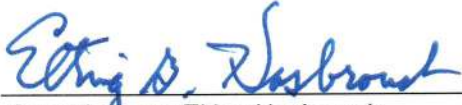
Public Comment – Comr. Elt Hasbrouck, Chair

No public comments were brought before the board.

Adjournment – Comr. Elt Hasbrouck, Chair

The next Board of Health meeting will be on Friday, February 16, 2024, starting at 8:30 a.m. at our Boise office. The board adjourned at 10:07 a.m.

Attest:



Commissioner Elting Hasbrouck
Board Chair



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

Date approved: 2-16-24