

CENTRAL DISTRICT HEALTH BOARD OF HEALTH REGULAR MEETING | MINUTES
707 N. Armstrong Place, Boise, ID 83704 | Syringa Conference Room
Friday, March 22, 2024 ~ 8:30 a.m.

View meetings live at youtube.com/channel/UC4LJ1BM5Jv3zczecnYkXarw/

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

Commissioner Elt Hasbrouck, Board Chair, called the Central District Health (CDH) Board of Health meeting to order at 8:30 a.m. 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 and staff in attendance are Jackie McCleve and Rachel Grove, Idaho State Controller's Office; Russell A. Duke, District Director; Donna Mahan, Recorder; Laurel McMahan; Curtis Loveless; Courtney Boyce; Becky Sprague; Maria Ortega; Trent Young; and Zach Hill.

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

Chair Hasbrouck asked to approve the agenda as presented.

Motion: Dr. Jane Young motioned to approve the agenda as presented. Seconded by Commissioner Clay Tucker. No further discussion. Motion carried unanimously.

Discuss and vote on February 16, 2024 Board of Health minutes – Comr. Elt Hasbrouck, Chair

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

Motion: Dr. Jane Young motioned to approve the February 16, 2024 board minutes as presented. Seconded by Commissioner Clay Tucker. No further discussion. Motion carried unanimously.

Review and discuss Section 218 of the Social Security Act by Jackie McCleve, Idaho State Controller's Office

Jackie McCleve from the Idaho State Controller's Office shared with the board about Section 218 of the Social Security Act, the process leading to and the result of the agency voting to continue to participate in paying into Social Security or not as a government agency. The board will discuss options for the employer's share of social security contributions should CDH employees decide to discontinue participating in social security.

Review and discuss Opioid Settlement Funds by Courtney Boyce, Staff

Courtney provided an update on how CDH has utilized the opioid settlement funds received and the impact of this funding as of June 30, 2023. We received just under \$1.6M. In fiscal year 2023, CDH expended \$61,437.86. Funding has allowed CDH to hire a Substance Use Program Manager to oversee the allocation of the settlement funds, supervise substance use program staff, and support the salaries of current staff involved in the Substance Use Program.

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

During this past year, the Medication of Opioid Use Disorder (MOUD) project was implemented. We will continue expanding the work of this project, utilizing both the CDH's substance use program staff and Family and Clinic Services staff. Upcoming projects are in the works, such as having public health vending machines and focusing on Hepatitis C education and treatment. CDH has adopted the "low-barrier buprenorphine treatment" approach in addressing opioid use disorder for patients.

Review and discuss Marketing and Communications by *Maria Ortega, Zach Hill, & Trent Young, Staff*

The Marketing and Communications team presented the outcome of their work over the past calendar year. Each member has a specialty area under the leadership of Maria Ortega, Communications Manager. Her focus is on media relations and PIO work. Zach Hill manages the social media and marketing projects, and Trent Young handles internal communications and provides PIO support. Key areas of focus are media relations, marketing campaigns, internal communications, branding, web, and social media. These tools are used to provide education, awareness, and transparency to both our internal and external customers.

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

Numbers may be miscategorized due to Luma reporting, which is improving with the public health districts having a Luma liaison assigned to our agencies. The FY-2024 Budget to Actual for February 2024 report reflected that we are 67% through this budget fiscal year. Total revenues are 74% of the budget. Fees are 67%, contracts are 57%, and county contributions are 97%. Total expenditures are at 61%. Personnel costs are 60%, and operating costs are 62%. Capital costs are 70%, and trustee and benefits costs are 77%. The FY-2024 Cash Balance Statement and Reserve Report at the end of February reflected a total cash balance of \$10,010,937. The total reserve fund designations are \$5,921,826, with a restricted fund amount of \$3,694,372, leaving an undesignated/unrestricted balance of \$394,739.

Discuss and vote on budget guidance for the FY-2025 Budget, including compensation plan for CDH staff and the county funding request by *Russ Duke, District Director*

Russ reviewed the budget process, leading the budget committee meeting. The board will approve a proposed budget in April, which will be presented to our county commissioners before the Public Health District IV Budget Committee meeting on May 10. Russ received support from the board to develop the FY2025 draft budget, requesting a 3% increase from the counties. The plan will be to build in a minimum wage increase of 3% for the achieves level and 5% for the high performers.

Motion: Betty Ann Nettleton motioned to approve drafting a proposed FY-2025 budget that includes a 3% increase from the counties. Seconded by Dr. Jane Young. No further discussion. Motion carried.

Discuss and vote on purchasing medical van unit by *Russ Duke, District Director*

After reviewing the history of how requesting and approving the purchase of a mobile medical van came about to date, Russ asked the board to authorize making the actual purchase.

Dr. Greg Ferch made a motion to hold off making the decision for one month to see if St. Luke's Class A motorhome, which was reported to be purchased by Covid dollars, might be a feasible alternative for CDH in place of buying a new Sprinter Cargo Van. Dr. Ferch stated that St. Luke's used this converted motorhome during COVID-19 to do remote vaccine clinics, but it has not been used in the past two years. It was noted that the St. Luke's security team had started the motorhome weekly to make sure it was serviceable.

After further discussion, Chair Hasbrouck asked that the board table making a decision until the April board meeting when CDH staff would be able to report back their findings regarding the St. Luke's motorcoach availability and usability brought forward by Dr. Ferch as an alternative to buying a brand new vehicle.

Director's Report by Russ Duke, District Director

Update on legislation regarding public health

SB 1329, the "Idaho Bill of Patient Medical Rights," passed and will go into effect July 1. It reaffirms parents' rights to access their child's health care information and requires parent consent for any medical care for anyone under the age of 18 with few exceptions such as emergency care.

Discuss location of budget committee & board meeting for May

Two options for the budget committee and board meetings were presented: Hotel NoBo Cascade (the former Ashley Inn) or our McCall office. The board agreed to meet at the McCall office at 10 a.m. on May 10.

Idaho Association of District Boards of Health (IABDH)

The topic of shifting the accounting period for all public health districts from the state fiscal year, which runs from July to June, to the county fiscal year, which runs from October to September, will be discussed at IADBH in October.

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, April 19, 2024, starting at 8:30 a.m. at our Boise office. The board adjourned at 11:51 a.m.

Attest:



Commissioner Elting Hasbrouck
Board Chair



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

Date approved: 4/19/24