

**CENTRAL DISTRICT HEALTH BOARD OF HEALTH REGULAR MEETING | MINUTES**  
**707 N. Armstrong Place, Boise, ID 83704 | Syringa Conference Room**  
**Friday, April 19, 2024 ~ 8:30 a.m.**

View meetings live at [youtube.com/channel/UC4LJ1BM5Jv3zczeznYkXarw/](https://youtube.com/channel/UC4LJ1BM5Jv3zczeznYkXarw/)

**Call Board meeting to order and roll call by 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.

Guests and staff in attendance were Jackie McCleve and Rachel Grove, Idaho State Controller's Office; Russ Duke, District Director; Donna Mahan, Recorder; Laurel McMahan; Curtis Loveless; and Maria Ortega.

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

Chair Hasbrouck asked to approve the agenda as presented.

**Motion:** Betty Ann Nettleton motioned to approve the agenda as presented. Seconded by Commissioner Clay Tucker. No further discussion. Motion carried unanimously.

**Discuss and vote on March 22, 2024 Board of Health minutes by Comr. Elt Hasbrouck, Chair**

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

**Motion:** Dr. Jane Young motioned to approve the March 22, 2024 board minutes as presented. Betty Ann Nettleton seconded. There was no further discussion. The motion carried unanimously.

**Discuss and vote on purchasing medical van unit by Laurel McMahan, Staff**

Laurel McMahan provided the history of receiving board approval to purchase the medical van and shared the pros and cons of a Sprinter van and a Class A motorhome, recommending the board move forward with purchasing the van.

Dr. Greg Ferch shared the importance of continuing to pursue the motorhome that is currently owned by St. Luke's until we know it is not a viable option and made a motion to postpone making the decision, which was seconded. Through continued discussion, the board asked that CDH staff provide a comparison of the cost of ongoing expenses, such as insurance, gas mileage of each vehicle, and general maintenance.

**Motion:** Dr. Greg Ferch motioned to table the purchase of the Sprinter van until our May 10 board meeting. Betty Ann Nettleton seconded. After further discussion, the motion carried unanimously.

**Review and vote on the FY-2025 proposed budget by Russ Duke, District Director**

Russ Duke presented the proposed FY-2025 budget, which includes a 3% increase in the county contribution, and he addressed the board's comments and inquiries. The pre-budget meetings for each of our counties have been set: Boise County, April 23; Ada County, May 1; Elmore County, May 3; and Valley County, May 6.

**Ada & Boise County**

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

**Elmore County**

520 E. 8<sup>th</sup> N. Mountain Home, ID 83647  
208-587-4407

**Valley County**

703 1<sup>st</sup> St. McCall, ID 83638  
208-614-7194

**Motion:** Dr. Ryan Cole motioned to approve the proposed draft FY-2025 budget as presented. Betty Ann Nettleton seconded. There was no further discussion, and the motion carried unanimously.

**Discuss employer's portion of Social Security by Laurel McMahan, Staff**

In preparation for a "no" vote from staff choosing not to continue participating in Social Security, three options for the employer portion of the Social Security contribution were discussed. The options were to give directly to the employees, contribute to employees' retirement, or put it into the agency's operating budget. The board supports providing the funds in some manner back to staff and will make their decision at the May 10 board meeting.

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

The FY-2024 Budget to Actual for March 2024 report reflected that we are 75% through this budget fiscal year. Total revenues are 81% of the budget. Fees are 74%, contracts are 60%, and county contributions are 97%. Total expenditures are at 71%. Personnel costs are 70%, and operating costs are 72%. Capital costs are 128%, and trustee and benefits costs are 80%. The FY-2024 Cash Balance Statement and Reserve Report at the end of March reflected a total cash balance of \$10,479,938. The total reserve fund designations are \$5,921,557, with a restricted fund amount of \$4,225,495, leaving an undesignated/unrestricted balance of \$332,886.

**Director's Report by Russ Duke, District Director**

Review of meeting dates and times for county budget presentations

- Boise County, Tuesday, April 23 at 10:30 a.m.
- Elmore County, Friday, May 3 at 11:00 a.m.
- Ada County, Wednesday, May 1 at 11:00 a.m.
- Valley County, Monday, May 6 at 11:00 a.m.

Reminder of budget committee & board meetings

- Friday, May 10 at 10:00 a.m. at McCall Office
- Special Meeting, Thursday, April 25, 8:30 a.m.

Appreciation Letter from Eastern Boise County Ambulance District

Russ shared with the board the letter of appreciation he received from Mari Adams, Director of Operations of the Eastern Boise County Ambulance District, regarding Courtney Boyce and Jessica Harris.

**Public Comment by Comr. Elt Hasbrouck, Chair**

No public comments were brought before the board.

**Adjournment by Comr. Elt Hasbrouck, Chair**

The next Board of Health meeting will be on Friday, May 10, 2024, following the annual Budget Committee meeting, starting at 10:00 a.m. at our McCall office. The board adjourned at 10:54 a.m.

Attest:



Commissioner Elting Hasbrouck  
Board Chair



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

Date approved: 5/10/24