

**CENTRAL DISTRICT HEALTH BOARD OF HEALTH REGULAR MEETING | MINUTES**  
**Valley County Office, 703 1st Street, McCall, ID 83638**  
**Friday, May 10, 2024 | Immediately Following Budget Committee Meeting at 10:00 a.m.**

View meeting at [youtube.com/channel/UC4LJ1BM5Jv3zczeCnYkXarw/](https://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 10:08 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 Stephanie Myers.

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

Chair Elt Hasbrouck called for changes to the agenda. Russ asked that the 11:10 a.m. agenda item, "Discuss and vote on purchasing a medical van unit," be removed from today's discussion based on learning that the St. Luke's motor home was no longer an option and considering our staff's immediate need for a utility van rather than a medical van. Russ expressed our preference not to pursue the medical van using the approved carryover funds. Instead, we will utilize our existing budget to procure a utility van to transport the necessary equipment.

**Motion:** Dr. Greg Ferch motioned to approve amending the agenda as stated, seconded by Betty Ann Nettleton. No further discussion, motion carried unanimously.

**Discuss and vote on April 19 & April 25, 2024 Board of Health minutes – Comr. Elt Hasbrouck, Chair**

Chair Elt Hasbrouck asked for approval of the April 19 and April 25 minutes as presented.

**Motion:** Commissioner Clay Tucker motioned to approve the April 19 and April 25 board minutes as presented, seconded by Dr. Ryan Cole. No further discussion, motion carried unanimously.

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

The FY-2024 Budget to Actual for April 2024 report reflected that we are 83% through this budget fiscal year. Total revenues are 90% of the budget. Fees are 81%, contracts are 67%, and county contributions are 97%. Total expenditures are at 79%. Personnel costs are 77%, and operating costs are 83%. Capital costs are 146%, and trustee and benefits costs are 83%. The FY-2024 Cash Balance Statement and Reserve Report at the end of April reflected a total cash balance of \$9,999,396. The total reserve fund designations are \$5,918,284, with a restricted fund amount of \$4,351,776, leaving an undesignated/unrestricted balance of (\$270,664).

**Discuss and vote on employer's portion of Social Security – Russ Duke, District Director**

At the board's request, a survey was conducted among the staff to determine their preference if CDH no longer participates in Social Security. Out of the 78 responses received, 34 employees preferred directing the funds to their

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**Valley County**

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salary, while 44 opted for allocation to a retirement plan. Following deliberation, the board decided to allocate CDH's share to an employee retirement account, specifically noting PERSI Choice. In the upcoming August board meeting, the staff will present guidance to assist the board in finalizing the investment plan.

**Motion:** Dr. Greg Ferch motioned to consider the PERSI Choice retirement option in lieu of contributing to Social Security in a matching format with details to be determined, seconded by Dr. Jane Young. No further discussion, motion carried unanimously.

#### **Review and vote on CDH Fee Policy – Laurel McMahan, Staff**

Laurel reviewed the proposed clarification of the CDH Fee Policy to ensure greater consistency. The fees will be revisited annually at the May Board of Health meeting, the conversion factor for Family and Clinic Services fees will be assessed in the odd calendar years with the possibility of adjustments, and the top forty most frequently performed Family & Clinic Services will also undergo review.

**Motion:** Betty Ann Nettleton motioned to approve the CDH Fee policy as presented. Dr. Jane Young seconded. No further discussion, motion carried unanimously.

#### **Review and vote on FY-2025 fees – Laurel McMahan, Staff**

After reviewing and discussing questions by the board for the FY-2025 fees, the board moved to approve the fees as presented.

**Motion:** Dr. Jane Young motioned to approve the FY-2025 fees as presented, seconded by Commissioner Crystal Rodgers. No further discussion, motion carried unanimously.

#### **Director's Report – Russ Duke, District Director**

##### Idaho Association of District Boards (IADBH)

Russ emphasized the significance of participating in IADBH, scheduled for October 23 and 24 in Idaho Falls, and requested suggestions for resolutions in advance of the conference. Further details will be provided.

##### Municipal Landfill

Public Health Districts (PHD) have regulatory oversight to ensure that landfills operate according to the approved plans. The PHDs are taking measures to clarify the authority and responsibility for enforcing regulations on landfill operations by inviting Jess Byrne, director of DEQ, to their October meeting to gain insight into the enforcement of landfills from their perspective. This step is important for both the health districts and DEQ to understand who has the actual authority to ensure landfill operations comply with the law.

##### Bird Flu

As an awareness, a few dairy cow herds have tested positive for bird flu in Idaho, but at this time it is very rarely transmissible to humans.

##### SB 1329

Senate Bill 1329, which requires consent for minors receiving virtually any form of healthcare, including preventive healthcare and mental health services, will go into effect on July 1, 2024. The health districts have been working closely with our legal counsel to obtain guidance for ensuring compliance with this law.



**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, August 16, 2024, starting at 8:30 a.m. at the Boise office. The board adjourned at 11:36 a.m.

Attest:

  
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Commissioner Elting Hasbrouck  
Board Chair

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

Date approved: 8/16/24