
CENTRAL DISTRICT HEALTH BOARD OF HEALTH REGULAR MEETING | MINUTES
707 N. Armstrong Place, Boise, ID 83704 | Syringa Conference Room
Friday, October 18, 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 members were identified by roll call: Betty Ann Nettleton, Elmore County; Dr. Jane Young, Ada County; Dr. Greg Ferch, Ada County; Commissioner Clay Tucker, Boise County.

Guests and staff in attendance were Russ Duke, District Director; Cory Kennedy, Recorder; Laurel McMahan, Support Services Division Administrator; Curtis Loveless, Community & Environmental Health Division Administrator; Courtney Kelly, Project Coordinator; Ed Castro, IT Software Engineer III; Maria Ortega, Communications Manager.

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

Chair Elt Hasbrouck called for a motion to approve the October 18, 2024, agenda.

Motion: Betty Ann Nettleton motioned to approve the October 18, 2024, agenda, seconded by Dr. Jane Young. The motion was put to a vote and was carried unanimously.

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

Chair Elt Hasbrouck called for a motion to approve the August 16, 2024, minutes as presented.

Motion: Betty Ann Nettleton motioned to approve the August 16, 2024, minutes as presented, seconded by Dr. Jane Young. The motion was put to a vote and was carried unanimously.

Provide and review FY-2025 financial report – Laurel McMahan, Staff

Laurel provided an overview of the current FY-2025 Budget to Actual report. We are approximately 25% through FY-2025. The FY-2025 Cash Balance Statement reflected a total cash balance of \$11,890,300 comprised of \$6,684,264 in total reserve fund designations, \$4,552,573 in total restricted funds, and \$653,463 in cash balance undesignated/unrestricted.

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

Provide and discuss plan to evaluate CDH mobile clinic – Laurel McMahan, Staff

Laurel discussed the next steps for a CDH mobile clinic, which included a plan to comprehensively analyze the district's needs for a mobile clinic vehicle. Once the district's needs are outlined, a more in-depth plan will be established. This in-depth plan will be presented to the Board at the May 2025 board meeting. Members of the board indicated an interest in completing the analysis sooner.

Review resolutions submitted by Health District after the August 16 Board Meeting – Russ Duke, District Director

Russ Duke presented four drafts of resolutions submitted by Health District 3 that will be discussed and voted on at the Idaho Association of District Boards of Health Business Meeting in Idaho Falls on October 24.

Get Healthy Idaho Elmore County community emergency medical services – Curtis Loveless & Courtney Kelly, Staff

Curtis Loveless introduced Courtney Kelly, who provided a brief overview of Community Health Emergency Medical Services (CHEMS) and how those services have impacted Elmore County. The board expressed their support and appreciation for the CHEMS program's work.

CDH Performance Dashboard – Laurel McMahan & Ed Castro, Staff

Russ Duke introduced Laurel McMahan and Ed Castro, who provided background on the need for a way to track the district's performance on its strategic goals. Laurel presented slides with an overview of the district's strategic plans and gave the board a live demonstration of the CDH Strategic Plan Dashboard.

Director's Report – Russ Duke, District Director

Russ Duke reviewed the agenda for the Idaho Association of District Boards of Health meeting in Idaho Falls on October 23 and 24. At the December 20, 2024, board meeting, Russ will present the 2025 CDH BOH Meeting schedule for the board's approval.

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

Motion: Chair Elt Hasbrouck motioned to enter executive session 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." Seconded by Betty Ann Nettleton. By roll call: Dr. Greg Ferch, Ada County, aye; Dr. Jane Young, Ada County, aye; Commissioner Clay Tucket, Boise County, aye; Betty Ann Nettleton, Elmore County, aye; Commissioner Elt Hasbrouck, Valley County, aye; Motion carried with unanimous approval.

The board entered Executive Session at 10:40 A.M.

The board resumed the regular business meeting at 12:00 P.M.

Motion: Dr. Jane Young motioned to approve a salary increase to Russ Duke’s base salary by 5.6% and a 3% PERSI 401(k) employer contribution bonus payment based on Russ Duke’s base salary after the 5.6% increase. The base salary increase is effective October 18, 2024, seconded by Betty Ann Nettleton. No further discussion. By roll call: Dr. Greg Ferch, Ada County, aye; Dr. Jane Young, Ada County, aye; Commissioner Clay Tucker, Boise County, aye; Betty Ann Nettleton, Elmore County, aye; Commissioner Elt Hasbrouck, Valley County, aye; Motion carried with unanimous approval.

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, December 20, 2024, starting at 8:30 A.M. at the Boise office. The board adjourned at 12:06 P.M.

Attest:



Commissioner Elting Hasbrouck
Board Chair



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

Date approved: 12/20/24