
CENTRAL DISTRICT HEALTH BOARD OF HEALTH REGULAR MEETING | MINUTES
707 N. Armstrong Place, Boise, ID 83704 | Syringa Conference Room
Friday, December 20, 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 8:31 A.M. The board members were identified by roll call: Dr. Jane Young, Ada County; Comr. Crystal Rodgers, Elmore County; Betty Ann Nettleton, Elmore County; Comr. Elt Hasbrouck, Valley County; Dr. Greg Ferch, Ada County; Dr. Ryan Cole, Ada County.

Guests and staff in attendance were Russ Duke, District Director; Cory Kennedy, Recorder; Laurel Gearhart, Support Services Division Administrator; Curtis Loveless, Community & Environmental Health Division Administrator; Beth Bolen, Family & Clinic Services Division Administrator; Lisa Watson, Nurse-Family Partnership Program Manager; Hilary Chitwood, Nurse Home Visitor; Brenda Alvarez, Nurse Home Visitor; Jerry Davis, Environmental Health Specialist Senior; Joe Antonucci, Environmental Health Specialist Senior.

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

Chair Elt Hasbrouck called for a motion to approve the December 20, 2024, agenda.

Motion: Betty Ann Nettleton motioned to approve the December 20, 2024, agenda, seconded by Dr. Jane Young; the motion was put to a vote and was carried unanimously.

Discuss and vote on October 18, 2024, Board of Health minutes – Comr. Elt Hasbrouck, Chair

Chair Elt Hasbrouck called for a motion to approve the October 18, 2024, minutes as presented.

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

Introduction of Family & Clinic Services Division Administrator – Russ Duke, District Director

Russ Duke introduced Beth Bolen, the new Family & Clinic Services Division Administrator.

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 review FY-2025 financial report – Laurel Gearhart, Staff

Laurel Gearhart provided an overview of the current FY-2025 Budget to Actual report. We are approximately 41% through FY-2025. The FY-2025 Cash Balance Statement reflected a total cash balance of \$10,328,828, comprised of \$6,684,090 in total reserve fund designations, \$4,176,520 in total restricted funds, and (\$531,781) in cash balance undesignated/unrestricted.

Review and approve Employee Allowance Guidelines – Laurel Gearhart, Staff

Laurel Gearhart provided an overview of our current Employee Allowance Guidelines, which the Board previously approved on 12.13.2013, and a new version of the Employee Allowance Guidelines for the Board's approval. The new guidelines reduce annual costs by \$1,480.

Chair Elt Hasbrouck called for a motion to approve the updated Employee Allowance Guidelines as presented.

Motion: Betty Ann Nettleton motioned to approve the updated Employee Allowance Guidelines as presented, seconded by Dr. Jane Young. The motion was put to a vote and carried unanimously.

Review and approve Central District Health's Compensation Philosophy and Guidelines – Russ Duke, District Director

Russ Duke provided the board with Central District Health's new Compensation Philosophy and Guidelines, which provides guidance on compensation decisions for CDH staff.

Chair Elt Hasbrouck called for a motion to approve Central District Health's Compensation Philosophy and Guidelines as presented and for employees to sign a copy to be stored in their personnel files.

Motion: Dr. Jane Young motioned to approve Central District Health's Compensation Philosophy and Guidelines as presented and for every CDH employee to sign a copy to be stored in their personnel files, seconded by Betty Ann Nettleton. The motion was put to a vote and carried unanimously.

Share information on CDH's Nurse-Family Partnership Program – Lisa Watson, Hilary Chitwood, Brenda Alvarez, Staff

Lisa Watson provided the Board with an overview of CDH's Nurse-Family Partnership (NFP) program and its goals for the future. Chair Elt Hasbrouck expressed the Board's support and appreciation for the work the NFP program is doing.

Discussion and vote on the CY-2025 regular business meeting schedule of the board – Russ Duke, District Director

Russ Duke presented the Board's CY-2025 regular business meeting schedule for their approval.

Chair Elt Hasbrouck called for a motion to approve the CY-2025 regular business meeting schedule of the board, as presented.

Motion: Betty Ann Nettleton motioned to approve the CY-2025 regular business meeting schedule of the board as presented, seconded by Dr. Jane Young. The motion was put to a vote and passed unanimously.

Discuss the Department of Health and Welfare’s plan to eliminate the section of Idaho Administrative Code that provides regulatory oversight for public swimming pools in Idaho – Curtis Loveless, Staff

Curtis Loveless provided the board with information on the Department of Health and Welfare’s plan to eliminate the section of Idaho Administrative Code that provides regulatory oversight for public swimming pools in Idaho and how Central District Health performs pool inspections. Central District Health currently inspects 36 pools annually. Curtis also provided the Board with recommendations on actions they could take regarding public swimming pool regulations.

Updates from the Idaho Association of Local Boards of Health Annual Meeting – Comr. Elt Hasbrouck, Chair, Comr. Crystal Rodgers, Dr. Greg Ferch

Chair Elt Hasbrouck provided the Board with an update on how the Idaho Association of Local Boards of Health Annual Meeting in Idaho Falls went. Comr. Crystal Rodgers and Dr. Greg Ferch also provided feedback and input on how the meeting was conducted.

Discuss and obtain feedback on the SWOT analysis completed at the Idaho Annual Association of Local Boards of Health meeting in October – Russ Duke, District Director

Russ Duke discussed the SWOT (Strengths, Weaknesses, Opportunities, and Threats) assessment completed at the Idaho Association of Local Boards of Health meeting. He asked that the board please provide him with feedback on the SWOT before January.

Director’s Report to include resolutions and position statements from the IALBH annual meeting – Russ Duke, District Director

Russ Duke discussed resolutions and position statements that were considered for approval at the IALBH meeting.

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 21, 2025, starting at 8:30 A.M. at the Boise office. The board adjourned at 11:41 A.M.

Attest:



Commissioner Clay Tucker
Vice Chair



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

Date approved: 2/21/25