

## Central District Board of Health Meeting | Agenda

### 707 N. Armstrong Pl, Boise, ID 83704

### Friday, March 28, 2025 | 8:30 a.m.

The meeting will also be live on YouTube (see below) and available on our website for later viewing. Public comment will be accepted as noted on the agenda. People wishing to speak will have a maximum of three (3) minutes.

A = Board Action Required	I = Information Item
8:30 I Call board meeting to order and roll call	Dr. Greg Ferch, Chair
8:32 A Call for changes to agenda; vote to approve of agenda	Dr. Greg Ferch, Chair
8:34 A Discuss and vote on February 21, 2025, Board of Health minutes	Dr. Greg Ferch, Chair
8:35 I Provide and review FY-2025 financial report	Laurel Gearhart, Staff
8:45 I Review and discuss Opioid Settlement Funds	Curtis Loveless Becca Jenkins, Staff
9:15 A Discuss and vote on budget guidance for the FY-2026 Budget, including compensation plan for CDH staff and county funding request	Russ Duke, District Director
9:45 A CDH Purchasing Policy	Laurel Gearhart, Staff
10:00 A Discuss the preferred path forward for the public swimming pool inspection program that has been removed from the Department of Health and Welfare's authority through H202. This change will eliminate the pool health and safety rules on July 1, 2025, that delegate the inspections to public health districts.	Russ Duke, District Director Curtis Loveless, Staff
10:30 I Director's Report	Russ Duke, District Director
10:45 I Public Comment. Limited to three (3) minutes. Additional time at the discretion of the chair.	Dr. Greg Ferch, Chair
11:00 I Adjournment	Dr. Greg Ferch, Chair

**Note:** The board will take a break as needed.

**Next Meeting:** Friday, April 18, 2025



### **Public Comments and Viewing**

**Submit Written Comments:** If your comments are in response to an agenda item for a specific meeting date, please note that comments must be received 24-hours in advance of the applicable meeting to allow for routing and board member review. All messages will be shared with the Board and included in public record. Email: [boh@cdh.idaho.gov](mailto:boh@cdh.idaho.gov); or Mail to: CDH Board of Health, Attn: Russ Duke, 707 N. Armstrong Place, Boise, ID 83704. **View meetings live at:** <https://www.youtube.com/channel/UC4LJ1BM5Jv3zczecnYkXarw/>

#### 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

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**CENTRAL DISTRICT HEALTH BOARD OF HEALTH REGULAR MEETING | MINUTES - DRAFT**  
**707 N. Armstrong Place, Boise, ID 83704 | Syringa Conference Room**  
**Friday, February 21, 2025, 8:30 a.m.**

View meetings live at [youtube.com/channel/UC4LJ1BM5Jv3zczecnykXarw/](https://youtube.com/channel/UC4LJ1BM5Jv3zczecnykXarw/)

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**Call board meeting to order and roll call – Comr. Clay Tucker, Vice Chair**

Commissioner Clay Tucker, Board Vice 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: Comr. Katlin Caldwell, Valley County; Dr. Jane Young, Ada County; Betty Ann Nettleton, Elmore County; Dr. Greg Ferch, Ada County; Comr. Crystal Rodgers, Elmore County; Dr. Ryan Cole, Ada County; Comr. Clay Tucker, Boise 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; Mike Reno, Program Manager; Melanie Quas, Program Manager; Stephanie Borders, Communications & Marketing Manager; Ada County Commissioner Rod Beck;

**Call for changes to agenda; vote to approve of agenda – Comr. Clay Tucker, Vice Chair**

Vice Chair Clay Tucker called for a motion to approve the February 21, 2025, agenda.

**Motion:** Betty Ann Nettleton motioned to approve the February 21, 2025, agenda, seconded by Dr. Jane Young; the motion was put to a vote and was carried unanimously.

**Discuss and vote on December 20, 2024, Board of Health minutes – Comr. Clay Tucker, Vice Chair**

Vice Chair Clay Tucker called for a motion to approve the December 20, 2024, minutes as presented.

**Motion:** Dr. Jane Young motioned to approve the December 20, 2024, minutes as presented, seconded by Betty Ann Nettleton. The motion was put to a vote and was carried unanimously.

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

Laurel provided an overview of the current FY-2025 Budget to Actual report. We are approximately 58.3% through FY-2025. The FY-2025 Cash Balance Statement reflected a total cash balance of \$9,573,959, comprised of \$6,521,686 in total reserve fund designations, \$3,954,550 in total restricted funds, and (\$902,278) in cash balance undesignated/unrestricted.

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208-614-7194

### **Discuss and vote on the FY-2025 Budget Revision and Reserve Fund Designation – Laurel Gearhart, Staff**

Laurel provided an overview of the FY-2025 Budget Revision and Reserve Fund Designation for the Board's approval. The Budget Revision reflects a \$573,000 decrease in Personnel Costs, a \$500,200 decrease in Operating Costs, a \$20,000 increase in Capital Outlay, and a \$348,100 increase in Trustee and Benefits for a total decrease in expenditures of \$705,100.

Vice Chair Clay Tucker called for a motion to approve the FY-2025 Budget Revision and Reserve Fund Designation as presented.

**Motion:** Dr. Greg Ferch motioned to approve the FY-2025 Budget Revision and Reserve Fund Designation as presented, seconded by Dr. Ryan Cole; the motion was put to a vote and was carried unanimously.

### **Non-Municipal Solid Waste Oversight – Curtis Loveless, Mike Reno, Staff**

Curtis and Mike provided background on Solid Waste Oversight and some current issues facing that oversight specific to non-municipal solid waste (NMSW). Curtis also provided the board with information on the Health Districts' plan to provide Solid Waste Oversight moving forward including removing our responsibilities with private NMSW from the MOU we have with the Department of Environmental Quality.

### **IT Security Presentation – Laurel Gearhart, Kent Petzold, Staff**

Laurel and Kent provided an update on the current state of Cybersecurity at Central District Health and the efforts our IT team is taking to protect the district from potential hacks and other Cybersecurity threats.

### **PAT Team Presentation – Melanie Quas, Staff**

Melanie provided background on the Parents as Teachers (PAT) program and the services the program offers. Melanie also shared some goals of the program moving forward. The Board expressed their support and appreciation for the PAT team's work.

### **Emergency and Non-Emergency Succession Planning Policy – Russ Duke, District Director**

Russ reviewed the current Emergency and Non-Emergency Succession Planning Policy for the Board's approval.

Vice Chair Clay Tucker called for a motion to approve the Emergency and Non-Emergency Succession Planning Policy as presented.

**Motion:** Betty Ann Nettleton motioned to approve the Emergency and Non-Emergency Succession Planning Policy as presented, seconded by Dr. Ryan Cole; the motion was put to a vote and was carried unanimously.

### **Election for Board Chair – Russ Duke, District Director**

Vice Chair Clay Tucker called for a motion to nominate a Board Member to fill the vacant role of Board Chair for the remainder of the vacant term through May 2025.

**Motion:** Dr. Ryan Cole motioned for Dr. Greg Ferch to fill the vacant role of Board Chair for the remainder of the term through May 2025, seconded by Comr. Crystal Rodgers; the motion was put to a vote and was carried unanimously.

**Update on the Executive Council – Betty Ann Nettleton**

Betty Ann Nettleton provided updates from recent Executive Council meetings.

**Director’s Report – Russ Duke, District Director**

Russ discussed the upcoming FY-2026 Budget review and approval process. Russ also discussed funding streams and other revenue sources and the impact any pause or cancellation of those funds could have.

**Public Comment – Comr. Clay Tucker, Vice Chair**

No public comments were brought before the board.

**Adjournment – Comr. Clay Tucker, Vice Chair**

The next Board of Health meeting will be on Friday, March 28, 2025, starting at 8:30 A.M. at the Boise office. The board adjourned at 10:54 A.M.

*Attest:*

\_\_\_\_\_  
Dr. Greg Ferch  
Board Chair

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

Date approved: \_\_\_\_\_

1

**FY 2025 Budget to Actual Report**  
 July 2024 - February 2025  
 Fiscal Year % Elapsed 66.67%

REVENUES:	FEES			CONTRACTS			OTHER			TOTAL REVENUE			% to Budget
	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%	Budget	Actual	Budget	
Administration	0	0	0%	94,300	389,125	413%	0	0	0%	94,300	389,125	413%	
Support Services	0	0	0%	60,700	1,586	3%	47,900	2,401	5%	108,600	3,987	4%	
Community & Environmental Health	1,289,100	916,848	71%	4,766,800	2,695,946	57%	778,500	836,911	108%	6,834,400	4,449,705	65%	
Family & Clinic Services	585,300	280,266	48%	3,349,200	2,413,379	72%	14,200	266	2%	3,948,700	2,693,911	68%	
<b>DISTRICT TOTAL</b>	<b>1,874,400</b>	<b>1,197,114</b>	<b>64%</b>	<b>8,271,000</b>	<b>5,500,036</b>	<b>66%</b>	<b>840,600</b>	<b>839,578</b>	<b>100%</b>	<b>10,986,000</b>	<b>7,536,728</b>	<b>69%</b>	
							County Contributions			5,511,800	5,403,206	98%	
							Interest Revenue			485,900	320,203	66%	
							Restrict/Reserve			364,900	0	0%	
							<b>REVENUE:</b>			<b>17,348,600</b>	<b>13,260,138</b>	<b>76%</b>	
							<b>TOTAL FUNDING:</b>			<b>17,348,600</b>	<b>13,260,138</b>	<b>76%</b>	

EXPENDITURES:	PERSONNEL			OPERATING			CAPITAL			TRUSTEE & BENEFITS			TOTAL EXPENDITURES			% to Budget
	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%	Budget	Actual	%	Budget	Actual	Budget	
Administration	515,300	405,854	79%	186,900	115,483	62%	0	0	0%	5,500	5,845	106%	707,700	527,181	74%	
Support Services	1,789,200	1,439,388	80%	725,600	805,318	111%	464,000	142,829	31%	0	17	0%	2,978,800	2,387,553	80%	
Community & Environmental Health	4,516,400	2,968,655	66%	2,424,900	1,465,956	60%	20,000	0	0%	956,800	510,210	53%	7,918,100	4,944,821	62%	
Family and Clinic Services	4,770,200	2,840,320	60%	854,100	518,704	61%	0	0	0%	119,700	81,609	68%	5,744,000	3,440,633	60%	
<b>DISTRICT TOTAL</b>	<b>11,591,100</b>	<b>7,654,217</b>	<b>66%</b>	<b>4,191,500</b>	<b>2,905,461</b>	<b>69%</b>	<b>484,000</b>	<b>142,829</b>	<b>30%</b>	<b>1,082,000</b>	<b>597,681</b>	<b>55%</b>	<b>17,348,600</b>	<b>11,300,188</b>	<b>65%</b>	

# FY 2025 REVENUE & EXPENDITURE REPORT

July 2024 - February 2025

Fiscal Year % Elapsed 66.67%

## REVENUES:

### Fees:

	FY 23	July - February FY 24	FY 25
Community & Environmental Health			
Sewage Disposal	373,145	306,780	301,917
Land Programs - Other	58,330	61,720	61,683
Food Programs <i>(updated)</i>	607,444	595,755	518,929
Child Care Licensing	29,555	20,205	20,625
Other (incl. Vital Stat's)	25,947	4,343	13,694
Subtotal:	1,094,421	988,803	916,848
Family & Clinic Services			
Central Care	64,034	75,971	64,677
Immunizations	72,435	56,134	39,381
Reproductive Health	96,685	95,321	57,998
Child Dental Clinic	26,159	28,160	25,054
Home Visitation	60,739	69,033	92,044
Other	8,239	854	1,112
Subtotal:	328,291	325,474	280,266
<b>TOTAL FEES:</b>	<b>1,422,712</b>	<b>1,314,277</b>	<b>1,197,114</b>

### Contracts:

Administration	-	22,319	389,125
Support Services	-	13,276	1,586
Community & Environmental Health	6,908,968	3,775,178	2,695,946
Family & Clinic Services	2,492,370	1,890,337	2,413,379
<b>TOTAL CONTRACTS:</b>	<b>9,401,338</b>	<b>5,701,109</b>	<b>5,500,036</b>

REVENUES	Budget Total	Budget to Date	Actual to Date	% Over / -Under
Fees	1,874,400	1,249,600	1,197,114	-4.2%
Contracts	8,271,000	5,514,000	5,500,036	-0.3%

## EXPENDITURES:

### Personnel Costs:

Completed payperiods:	18/26	69.2%
Current spending:		66.0%

Budget Total	Budget to Date	Actual to Date	-Under / Over	% -Under / Over
11,591,100	8,024,608	7,654,217	-370,390	-4.6%

### Operating Costs:

Budget Total	Budget to Date	Actual to Date	-Under / Over	% -Under / Over
4,191,500	2,794,333	2,905,461	111,127	4.0%

### Trustee and Benefit Costs:

Budget Total	Budget to Date	Actual to Date	-Under / Over	% -Under / Over
1,082,000	721,333	597,681	-123,652	-17.1%

### Capital Outlay:

Budget Total	Budget to Date	Actual to Date	-Under / Over	% -Under / Over
484,000	322,667	142,829	-179,838	-55.7%

## FY25 Cash Balance Statement

For Month Ending: February 2025

### Cash Balances

Fund #	Name	Location	Beginning Balance	Change	Ending Balance
N/A	Cash on Hand	CDH	3,960	(2,410)	1,550
29000	Operating	State Treasurer - General	1,449,041	(1,016,808)	432,233
49900	Millennium Fund	State Treasurer - General	-	-	0
62500	LGIP - Operating	State Treasurer - LGIP	8,688,405	2,645,203	11,333,609
62500	LGIP - Capital	State Treasurer - LGIP	1,000,000	-	1,000,000

**Total Cash Balances at Month End** **\$ 12,767,391**

### Reserve Fund Designations

Special Projects/Carryover Designation	Expenditure to		Balance
	Approved Request	Date	
Environmental Health Systms Upgrades	\$ 296,864	\$ 272	\$ 296,592
Employee Retention	\$ 139,000	\$ 139,000	\$ -
CDH Staffing Needs	\$ 299,100	\$ 35,654	\$ 263,446
Armstrong Bathroom Remodel	\$ 100,000	\$ -	\$ 100,000
McCall Office Refresh	\$ 50,000	\$ -	\$ 50,000
	\$ -	\$ -	\$ -
	<b>\$ 884,964</b>	<b>\$ 174,926</b>	<b>710,038</b>

Personnel Reserve Fund 27th Pay Period 279,300

Operational Reserve Funds  
 \$4,520,000 designated (3-month cash flow target = \$4,520,000) 4,520,000

Capital Reserve Fund for Building/Capital 1,000,000

**Total Reserve Fund Designations** **\$ 6,509,337**

**Total Restricted Funds** **\$ 3,907,869**

**Cash Balance Undesignated/Unrestricted** **\$ 2,350,185**



# Opioid Settlement Funds

## *Update & Future Plans*

Becca Jenkins, MPH

March 28, 2025

EXCELLENCE | POSITIVE IMPACT | PARTNERSHIP | INNOVATION | CREDIBILITY | HUMANITY

1

## Funding & Budget



To date, CDH has received \$4,024,066.17.

- FY25 Original \$425,000
- FY25 Revised \$ 778,500
- FY26 Proposal in process

Total expenditures, through January 2025, \$653,000\*



2



# Expanding and Diversifying our Approach



**Upstream  
Prevention**



**Secondary  
Prevention**



**Treatment &  
Recovery**



**Special  
Projects**



**Leveraging  
Partnerships**



3

# Upstream Prevention Activities



4



## Upstream Prevention Activities

Committing to 16  
\$40,000

Horseshoe Bend SD  
\$10,000

Idaho State University  
\$10,000

Ignite Idaho  
\$4,650

Peppershock  
\$35,300



5

## Secondary Prevention Activities

College of Western Idaho  
\$2,890

Trivium Life Services  
\$9,000



6



## Treatment & Recovery Activities

**Behavioral Health Group**  
\$7,250

**Elmore County Ambulance**  
\$24,000

**Peppershock**  
\$40,000



7

## Special Projects



**Idaho Policy Institute**  
\$76,535



**Sharps Kiosks**  
\$10,335.63



**MOUD Assistance**  
\$12,000



**Counseling Services**  
\$3,000



8



## Leveraging Existing Partnerships



9



## Future Plans

5-Year Action Plan

Multi-Sector Approach

Extending Programs

Community Partnerships



10



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