



BONNEVILLE CLARK CUSTER FREMONT
JEFFERSON LEMHI MADISON TETON

Promoting the Health of People & Their Environment

**BOARD OF HEALTH MEETING
MINUTES
May 6, 2010**

Present:

Board Members

Robert Cope, Chairman
Greg Shenton
Lee Staker
Barbara Nelson
Debbie Karren
Kimber Ricks
Larry Young
Paul Romrell
Lin Hintze

Staff

Richard Horne
Geri Rackow
Steve Thomas
Gary Rillema
Veena Sohal
Tamara Cox
Kellye Eager
Lorraine Hiltbrand

Chairman Cope brought the meeting to order at 10:00 a.m.

BOARD OF HEALTH MINUTES—FEBRUARY 25, 2010, MEETING

MOTION: Greg Shenton made a motion to approve the minutes of the February 25, 2010, Board of Health Meeting as written. Paul Romrell seconded the motion and it carried unanimously.

DIRECTOR'S REPORTS

Conflict of Interest

Richard Horne reported the Board of Health Conflict of Interest Form has been revised. The Board gave approval to use the new form and each board member signed and submitted the new form.

Legislative Highlights

Mr. Horne reviewed the following 2010 Legislative Bills:

Senate Bill 1431

Senate Bill 1431 reduces the appropriated funds of \$703,500 for all seven public health districts combined for FY2010. This is a reduction of \$90,900 to our health district for FY2010. The amount of the state appropriation that our district receives is based on the following formula: 60% county contribution, 20% population, 10% poverty rate, and 10% on the number of people receiving public assistance.

House Bill 667

House Bill 667 amends Idaho Code in an effort to have a unified statewide plan in dealing with subsurface sewage systems, wastewater treatment, sewage

systems, and water quality issues. With seven health districts in the state of Idaho, district rules can vary widely from district to district. This bill makes all existing district rules null and void. In the future, public health districts will need the approval of the Board of Environmental Quality to promulgate rules relating to subsurface sewage systems, wastewater treatment, sewage systems and water quality and such rules must be approved by both houses of the legislature.

This bill was a result of a situation in Franklin County where county commissioners and developers were disputing local health district requirements regarding sewage systems. This bill was introduced by Senator Geddes, Representative Nonini, and Representative Gibbs.

House Bill 452

House Bill 452 amends existing law relating to public health districts to provide that certain rules shall be submitted to the State Board of Environmental Quality for review and comment and certain rules shall be submitted to the State Board of Health and Welfare for review and comment.

As a result, the districts have met with DEQ and a plan of action has been developed. The districts have been instructed to be more consistent and uniform from district to district and now anything that the districts do has to be passed through the State Board of Department of Environmental Quality. Kellye Eager reported the environmental health directors have met and developed some uniform processes such as forms, operating procedures, and standardized training which will be implemented throughout the state of Idaho.

Senate Bill 1400

Senate Bill 1400 amends existing law to provide that if a public health district board member is an appointee for a Board of County Commissioners, and if the board member is an elected County Commissioner and leaves office prior to the expiration of the term on the District Board of Health, the Board of County Commissioners may declare the position vacant and may appoint another currently elected County commissioner to fill the unexpired portion of the term of that board member.

This bill is a result of a situation where a board of county commissioners wanted to change the board member during the five-year term. In actuality the appointee can be replaced at any time, but each county has a five-year term. As the bill was written, it only addresses appointing another currently elected county commissioner.

House Bill 432

House Bill 432 authorizes and enables a board to be created which would assess all health insurance carriers based on the number of insured children. It also creates a fund in the State Treasurer's office which would be used by the state of Idaho to purchase vaccines for insured children and thereby allow insured

children and the state of Idaho to benefit from the vaccine purchasing discount available through the federal Centers for Disease Control. This bill went into effect retroactively on February 1, 2010, and is set to expire on June 30, 2013.

Year To Date FY2010 Budget Report

Steven Thomas reported the original FY2010 Budget included \$535,000 to purchase vaccine for children but only \$40,000 was used. Also, there has been an increase of \$100,000 in revenue and personnel expenses for WIC and a board motion was requested to make these adjustments.

Mr. Thomas reported that as of March 2010 the District's revenue was approximately 6% above budget and the total expenditures were approximately 5% below budget. Each division has made significant efforts to decrease expenditures and General Support is particularly low at this time due to a large computer purchase being made at the end of the fiscal year.

Revenue shortfalls are expected due to the State appropriation holdbacks and decreases in interest income. Contract revenue is expected to come in close to budget and fees are expected to be slightly over budget for the year. Fees are expected to come in slightly over budget for the year due to the increase in food establishment licenses in November and December and also the income generated from flu vaccinations in the fall.

Currently, a \$100,000 carryover is anticipated and we feel these savings have been realized in operating expenses by using current staff to work the H1N1 clinics instead of hiring additional staff and also vacant positions not being filled.

Fiscal Year 2010 Budget Adjustments

MOTION: Lee Staker made a motion to adjust the FY2010 Budget by decreasing the revenue and operating expenses in FACH by \$535,000 and increasing the revenue and personnel expenses for WIC \$100,000. Paul Romrell seconded the motion and it carried unanimously.

Fiscal Year 2011 Budget

Mr. Horne reported that due to the State budget reductions over the last couple years, the District's funding has dropped dramatically. The District has received a 23% cut in State funding over the last two years. The State is aware that the law states they only have to contribute 67% of what the counties contribute; and he expressed his gratitude to the counties for their support in keeping their contributions at a 0% increase.

Mr. Horne reviewed the District's proposed FY2011 Budget. The FY 2011 Budget is \$6,691,638 which is approximately \$1,000,000 less than a couple years ago. Based on budget shortfalls last year, furloughs were implemented but after two months the furloughs were discontinued to enable District employees' time to work the H1N1 clinics.

H1N1 funding also helped the District to balance the FY2010 budget and anticipate carryover dollars even after State holdbacks.

Two items that have assisted with the FY2011 Budget are a projected carryover of approximately \$100,000 and a two-month health insurance premium holiday. If the carryover exceeds the projected \$100,000, then a request will be made to the Board to purchase vehicles.

MOTION: Paul Romrell made a motion to approve the FY2011 balanced Operating Budget of \$6,691,638. Debbie Karren seconded the motion and it carried unanimously

MOTION: Lee Staker made a motion to accept the FY2011 Eastern Idaho Public Health District Budget as presented with a request for county appropriations for a total of \$961,867. Greg Shenton seconded the motion and it carried unanimously.

MOTION: Larry Young made a motion to approve the Contingency Fund of \$1,067,184 with \$190,000 authorized to use if necessary, leaving a balance of \$887,184 in Reserve. Paul Romrell seconded the motion and it carried unanimously.

FY2012 District Budget

Mr. Horne expressed concern regarding the District's FY2012 Budget and additional reductions and requested the Board to be involved in determining what programs will be offered. Each of the Board members stated they felt FY2012 will most likely be worse than FY2011.

Mr. Horne also stated the issue regarding the county funding formula may be presented at the Idaho Association of District Boards of Health meeting in June.

Larry Young requested that in the future each division present a detailed overview of their programs to educate Board members on the programs.

Barbara Nelson stated the District needs to have a plan to transfer to electronic medical records as it will be a federally mandated in the near future.

Idaho Association of Local District Boards of Health Meeting

Mr. Horne reported on the Idaho Association of District Boards of Health Annual Conference scheduled for June 17th and 18th. A majority of the meeting will be discussion on issues pertinent to the Association and the public health districts.

Resolutions dealing with the Family Planning Waiver and the Tobacco Sin Tax were reviewed as they will be presented at the meeting.

There will be discussion involving attorneys, Mike Kane and Jerry Mason, regarding the Districting Law. There is concern about opening the districting law at this time and this item could be a heavily debated issue.

The Idaho Association of District Board of Health By- laws will also be reviewed.

DIVISION REPORTS

Family and Community Health Services

Family and Community Health Services Director, Gary Rillema, asked the Board to review Family Planning's Financial Policy. A site review is scheduled for May and each year we are required to make the Board aware of this policy and the program fee structure.

Environmental Health

Environmental Health Director, Kellye Eager, requested approval to create a fee to help cover the cost of staff time supporting the county planning and zoning (P&Z) requirement to have a form signed off for hooking to existing system. EIPHD staff spends time searching for septic permits, reviewing proposed plans, and educating the owner on septic system best management practices. The time spent is currently not covered by any program and the recommended fee would be \$25.00

Motion: Larry Young made a motion to approve establishing a fee for a hook up fee. Paul Romrell seconded the motion.

After discussion the motion was tabled.

MOTION: Lee Staker made a substitute motion requesting Kellye Eager to do further research and provide information regarding the number of requests for sign-off on "Hooking to Existing System" forms at an upcoming meeting. Kimber Ricks seconded the motion and it carried unanimously.

Meeting adjourned at 1:25 P.M.

Robert Cope, Chairman

Richard Horne, Secretary