



BOARD OF HEALTH MEETING
MINUTES
March 1, 2012

Present: Members
Robert Cope
Barbara Nelson
Kimber Ricks
Lin Hintze
Greg Shenton
Lee Miller

Staff
Richard Horne
Geri Rackow
Steve Thomas
Gary Rillema
Kellye Eager
Tamara Cox
Troy Nelson
Lorraine Hiltbrand

Guests
Tracy Sessions
Travis Jensen (Intern)

Chairman Cope brought the meeting to order at 9:00 a.m.

Approval of Board of Health meeting Minutes from November 17, 2011

MOTION: **Barbara Nelson made a motion to approve the minutes of the November 17, 2011, Board of Health meeting as written. Lee Miller seconded the motion and it passed unanimously.**

Board of Health 2012 Meeting Calendar

Richard Horne reported there is a conflict with April 26th Board meeting and it was determined the next meeting will be held on May 10, 2012.

Trustee Calls

Mr. Horne explained that each Thursday throughout the Legislative Session the directors, trustees, and Kerry Ellen from the Idaho Association of Counties participate on a conference call to discuss legislative and budget issues. A couple items discussed have been supporting the bill to increase the tobacco tax and also the distribution formula for the Millenium Fund.

Fiscal Year 2012 2nd Quarter Financial Report

Steve Thomas reported the District's total expenditures as of January 31, 2012, are 2.09% below budget and the total revenues are 13.53% above the budgeted revenues. Part of the reason for being ahead is the State appropriation was received in January and also fees for food licenses, land development, and Health Preparedness, Promotion, and Surveillance are 100% of budget. Contracts are approximately 2% ahead of budget with some contract amendments both increasing and decreasing contract funding; but we do not expect contracts to be significantly off budget for the fiscal year.

MOTION: **Barbara Nelson made a motion for the Board to go into Executive Session pursuant to Idaho Code 67-2345 to discuss personnel issues. Lee Miller**

seconded the motion and a roll call vote was taken: Lee Miller—aye; Greg Shenton—aye; Kimber Ricks—aye; Barbara Nelson—aye; Lin Hintze—aye; and Robert Cope—aye.

Executive Session

Mr. Horne explained that it has been four years since there has been an increase to the county contributions and this year the State has increased its contribution to 3.7%. He raised the question whether a 3% increase to the counties should be requested this year. The Board feels the budget should be presented with the possibility of a 1%, 2%, or 3% increase to the counties.

Mr. Horne stated he would like direction whether to proceed with the following:

- Implementing raises to specified employees who have been in a position a significant length of time and their salary is still less than 80% of Policy.
- Including a 2% salary increase to all staff who has received at least an Achieves Job Performance Standard on their evaluations as given to all State employees. Staff receiving increases towards 80% of Policy would not receive an additional 2% increase.
- FY2013 Budget will include a 0%, 1%, 2%, or 3% increase to the counties.

MOTION: Kimber Ricks made a motion to give salary increases to current employees who have been in a position a significant length of time and are still less than 80% of Policy. Barbara Nelson seconded the motion and it carried unanimously.

MOTION: Greg Shenton made a motion to include a 2% salary increase to District employees who have received at least an Achieves on their Performance Evaluation and also develop the FY2013 District Budget with a 0%, 1%, 2%, or 3% for the county contributions. Lee Miller seconded the motion and it carried unanimously.

Legislative Issues

Mr. Horne reported that trustees have sent a letter to the Governor and legislators requesting that since health insurance for District employees is mandated, that the \$1,510 per employee per year increase be covered totally by State funds. This increase will be an additional \$16,000 to Eastern Idaho Public Health District (EIPHD). Normally, we would only receive 17% of the total increase of the cost of the health insurance.

The following bills were discussed:

- Senate Bill 1264—Venereal Diseases
- House Bill 503—Prescription Drug Orders
- House Bill 431—Idaho Farm Freedom Act
- House Bill 405—Electronic Cigarettes
- House Bill 370—Medical Marijuana
- Tobacco Tax Bill—Now a date for a print hearing to increase the tax per pack \$1.25.

Salmon Office Building Update

Steve Thomas reported that the District's legal counsel, Greg Crockett, has been working to obtain a clean title on the land that the Salmon Office is built on. The Salmon City Council

approved by motion to give the District the title to the land with a reversionary clause. If EIPHD vacates the building, it returns to the city of Salmon.

Mud Lake Office

Mr. Horne explained that for several years the District has been renting a building in Mud Lake for \$1,800 a year which basically covers the utilities for the county. Debbie Karren's husband who is a contractor surveyed the building and found it structurally sound. We feel in order to continue using the facility, some cosmetic improvements need to be made.

The Board members feel they would like input from the Jefferson County Commissioners before making any type of decision regarding this facility and whether to continue offering services in this remote location.

County Reports

Mr. Horne stated that each quarter staff members have been compiling statistical information and then presenting this information to their particular county commissioners. We are questioning whether this information is valuable to the commissioners and whether they want us to continue this practice. It was decided Board members would discuss this with the other county commissioners and report back in May.

Mental Health Grant

Geri Rackow introduced Tracy Sessions, State Hospital South Administrator, and then explained that Ms. Sessions has been asked to assist in creating a regional structure for mental and behavior health for the citizens in Region 7. Last year the Governor created a Cooperative to pilot a structure in Region 2 and Region 7. Region 7 has been meeting with key stake holders and has submitted a grant application requesting funds to provide these services.

Ms. Sessions explained it has been proposed to the Cooperative to consolidate the Regional Advisory Council on Substance Abuse and the Mental Health Board. Approximately 80% of individuals in the mental health system also have substance abuse issues. Sometimes individuals with these issues end up in jail or the emergency room because there is no other place to go to receive care. The cost for private facilities is approximately \$780-\$1,000 per day, where the cost at State Hospital South is approximately \$455. The goal is to get these individuals into State Hospital South quicker to avoid paying the higher cost of private care.

In the State system the following are statutorily required: emergency psychiatric services, care of committed participants, court ordered participants, mental health court participants, and treatment services to participants without benefits.

A request in the grant was made to provide community resource workers in schools; intense case management service to work with the family, school, or church; substance abuse screening, and facilities to assist with crisis management.

Mr. Horne explained that the health district would be interested in being involved with providing preventive services.

Role of EIPHD in Disasters for Emergency Support Functions

Tamara Cox stated the Public Health Preparedness Team was invited to participate in a four-county tabletop exercise and the expectations of what EIPHD was responsible for was out of

our scope of practice. A clear mission statement and scope of practice is needed of EIPHD's responsibilities in an emergency situation.

Tamara Cox introduced Troy Nelson, Program Manager and Planner for the Health Preparedness, Promotion, and Surveillance Division. Mr. Nelson requested Board members who are also county commissioners to review their individual county's emergency plan and then at another Board meeting the role of EIPHD can be discussed.

Mr. Horne stated during the tabletop exercise there was also an issue regarding food service provided during a declared emergency. As a result, Ms. Eager has developed a Food Service Policy for Entities Providing Food During Declared Emergencies.

MOTION: Kimber Ricks made a motion to approve the Food Service Policy for Entities Providing Food During Declared Emergencies. Lin Hintze seconded the motion and it carried unanimously.

Department of Water Resources Contract

Ms. Eager reported Tom Neace from the Idaho Department of Water Resources (IDWR) contacted her and inquired whether EIPHD would be interested in contracting with IDWR to provide staff in Lemhi and Custer counties to assist IDWR with routine inspections of drilling operations and well construction. EIPHD would conduct on-site inspections at drill sites designated by IDWR.

The reimbursement rate would be \$42.00 per hour for personnel time, state mileage rate for vehicle mileage associated with the inspections, EIPHD staff time spent with IDWR for on-site training, EIPHD staff time preparing reports, and supplies needed to complete the work not to exceed \$20,000.

MOTION: Lin Hintze made a motion to accept the Well Drilling Inspection Contract (# CON00916) entered into between the Idaho Department of Water Resources and Eastern Idaho Public Health District. Kimber Ricks seconded the motion and it carried unanimously.

Meeting adjourned at 1:10 p.m.

Barbara Nelson, Vice Chairman

Richard Horne, Secretary