



## **Fiscal**

Fiscal Officer, Steve Thomas, reported that as of March 31, 2012, the total expenditures for the District were 2.04% below budgeted expenditures and the total expenditures for FY2012 are expected to end under budget.

The total revenues for the period ending March 31, 2012, were 8.08% above budgeted amount. The total amount of fees collected has been better than expected in Environmental Health and also in Family and Community Health Services.

An expenditure of up to \$350,000 had previously been authorized to be taken out of the Operating Reserve for the purchase of a medical records software system for the District.

## **Budget Modification**

Mr. Thomas reported that due to contract amendments in the Health Preparedness, Promotion, and Surveillance Division it is necessary to request a budget adjustment of \$109,684 in the Revenue and Operating Expense Budget.

**Motion: Debbie Karren made a motion to open the budget and adjust the Revenue and Operating Expense Budget \$109,684. Lee Staker seconded the motion and it carried unanimously.**

Richard Horne will contact Greg Crockett, District Legal Counsel, for an opinion whether a public hearing is required to open the budget to facilitate budget adjustments due to contract amendments.

## **FY2013 District Budget**

Geri Rackow gave an overview of the FY 2013 Eastern Idaho Public Health District Budget. She explained the districts received a funding increase of 3.7% from the State which was \$38,000 for our District with the following criteria.

1. Salary savings are to be spent on salary increases for employees. The EIPHD Board implemented increases to employees below 80% of Policy at the March 1, 2012, meeting.
2. All classified and non-classified employees who have received an “achieves” or better on their last performance evaluation are to receive a 2% salary increase. The 2% salary increase is included in the District’s proposed FY2013 Budget.

This year there was an increase in the health insurance premium for both the District and also the employees. Over the last several years the State has used a reserve account to fund health insurance increases but this account is now depleted and it is necessary to increase the premiums.

The following Division Managers gave an overview of the proposed FY2013 for their particular divisions:

Gerri Rackow—General Support  
Veena Sohal—Women’s, Infant, and Children’s Nutritional Program  
Tamara Cox—Health Preparedness, Promotion, and Surveillance

Kellye Eager—Environmental Health  
Gary Rillema—Family and Community Health Services

Steve Thomas reviewed the funding structure and the affect of the amount of increase to the county contribution. As requested, a 1%, 2%, and 3% increase for the counties was discussed. The last time there was an increase in the county contribution was for FY 2009.

**Motion: Kathy Rinaldi made a motion to propose a 2% increase to the county contribution to Eastern Idaho Public Health District for FY2013. Greg Shenton seconded the motion and it carried unanimously.**

**Motion: Greg Shenton made a motion to approve the Operating Budget of \$6,431,153. Kathy Rinaldi seconded the motion and motion carried unanimously.**

**Motion: Kathy Rinaldi made a motion to approve the Operating and Capital Reserve Accounts as follows: The Board directed that the District pay off the outstanding loan for the Idaho Falls building, using the current funds (\$569,184) designated in the Capital Reserve Account and the remainder coming from the Operating Reserve Account. This overrides the \$250,000 and \$83,000 that was being proposed to be transferred from the Operating Reserve to the Capital Reserve Account for debt retirement. Lee Staker seconded the motion. Roll call vote: Robert Cope (Proxy--Lee Miller), aye; Barbara Nelson, aye; Lee Staker, aye; Greg Shenton, aye; Lee Miller, aye; Debbie Karren, aye; Kimber Ricks, aye; and Kathy Rinaldi, aye.**

#### **Idaho Association of Boards of Health Meeting**

Mr. Horne reported the 2012 IAB Meeting will be held in Lewiston on June 14<sup>th</sup> and 15<sup>th</sup>. Board members who will not be attending the meeting completed proxies.

#### **Mud Lake Office**

Ms. Karren reported Jefferson County has made some improvements to the Mud Lake office and would like the District to continue to offer services in the Mud Lake facility.

Mr. Horne reported the District will be getting bids to paint the interior and replace the flooring in the Mud Lake office.

**Motion: Kimber Ricks made a motion for EIPHD to continue offering services in the Mud Lake facility. Lee Miller seconded the motion and it carried unanimously.**

#### **Division Reports**

##### **Environmental Health**

Ms. Eager explained that the current fee of \$35 for new and \$30 for renewal to conduct health and safety inspections of licensed childcare facilities for the City of Ammon and the City of Idaho Falls does not cover the inspection and travel costs. She

recommended the Board consider a fee increase to \$75.00 per inspection for these services.

**Motion: Greg Shenton made a motion to increase the Childcare Inspection fee to \$75 per inspection effective July 1, 2012. Debbie Karren seconded the motion and it carried unanimously.**

Temporary Food Licenses

Ms. Eager explained it is very difficult for her staff to determine whether a temporary food vendor should be required to purchase a food license or not with events such as community gatherings, charitable events, and business promotions. After discussion, the Board decided to address this issue at a future meeting when additional information can be provided.

**Community and Family Health Services**

Sharps Containers Exchange Proposal

Gary Rillema explained that syringes are used at home, at work, and while traveling to manage various medical conditions in people and pets. As a result, used needles are disposed outside health care settings each year and they are dangerous to people and pets if not disposed safely.

The Sharps Container exchange proposal would allow safe in-home collection of sharps and their disposal. Sharps containers would be exchanged at any EIPHD office for a minimal fee of \$7.00 for a small container and \$10.00 for a large container.

**Motion: Kathy Rinaldi made a motion to approve the Sharps Container Exchange. Debbie Karren seconded the motion and it carried unanimously.**

**County Health Rankings**

Ms. Rackow distributed the County Health Rankings report and mentioned that Madison County scored very well.

**2010 Idaho Vital Statistics**

Mr. Horne distributed the 2010 Idaho Vital Statistics.

**Motion: Kimber Ricks made a motion to adjourn the meeting at 1:20 p.m. The next meeting will be on October 18, 2012. Lee Staker seconded the motion and it carried unanimously.**



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Barbara Nelson, Vice Chairman



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Richard Horne, Secretary