Eastern Idaho
Public Health
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BOARD OF HEALTH MEETING MINUTES
February 16, 2017
EIPH Rigby Office

PRESENT:

BOARD OF HEALTH MEMBERS
Brian Farnsworth, Commissioner, Chairman
Lee Miller, Commissioner
Ken Miner, Commissioner
Bill Leake, Trustee
Wayne Butts, Commissioner
Barbara Nelson, M.D., Vice Chair
Greg Shenton, Commissioner
Bryon Reed, Commissioner

STAFF MEMBERS
Geri Rackow, Director
Kellye Eager
Cheryl O'Connell
Steve Thomas
Angy Harwood

ADMINISTRATIVE ITEMS

1. **Call to Order**

Chairman Farnsworth called the meeting to order at 9:03 a.m. The meeting today is being held at EIPH's office in Rigby. Commissioner Ricks is excused from the meeting today.

Our two new board members, Wayne Butts, Custer County Commissioner and Bryon Reed, Bonneville County Commissioner, were introduced.

Teton County Commissioner Mark Ricks notified Ms. Rackow that the Teton County Commissioners approved Bill Leake to continue serving as the Teton County Board of Health representative for the time being to allow him to finish his work with the funding formula matter. Mr. Leake is hopeful the funding formula issue can be resolved. Commissioner Miner thanked Mr. Leake and Ms. Rackow for their efforts regarding the funding formula issue, as they have put a lot of time into this important issue.

2. **Approval of November 16, 2016 Board of Health Meeting Minutes**

MOTION: Barbara Nelson made a motion to approve the November 16, 2016 Board of Health Meeting Minutes.

SECOND: Commissioner Miner

ACTION: MOTION CARRIED UNANIMOUSLY

3. **Trustee Report**

HB80 and Summary of Trustee Meetings

For the benefit of Commissioners Butts and Reed, Mr. Leake provided a history of the funding formula issue and the legislation (HB80) introduced this session. As it stands now, the Trustees are working to develop a funding formula that all seven health districts can agree upon. Ideas will be presented at a Trustee meeting in March. Two professional mediators have been hired to assist in this process. Representative Megan Blanksma has agreed to hold the bill and assess the progress made by Trustees.

The Trustees are also working on a plan addressing Food Fees during the next legislative session.

The Office of Performance Evaluation released its follow up report to the General Fund Distribution Formula study. The report has been closed at the state level.

4. **June 8-9, 2017 Idaho Association of District Boards of Health Annual Meeting**

EIPH is hosting the annual conference of the Boards of Health in Idaho Falls. On June 8, the district directors will meet in the morning and the Trustees will meet in the afternoon. The dinner and social activity will be held the evening of June 8 at Mountain River Ranch. The Business Meeting and educational sessions will be held on June 9. Ms. Rackow is still working on the agenda. If there are specific topics you would like to focus on, please let her know.

OTHER BUSINESS

1. **2017 Solar Eclipse Planning Discussion**

- **Regional Planning Efforts:** Chief Dave Hanneman, Idaho Falls Fire Department, presented an overview of the planning efforts of Eastern Idaho's Type III Incident Management Team related to the August 21, 2017 total solar eclipse. Estimates are that we could expect 300,000 to 500,000 people coming into our region to view the eclipse. This will create issues with traffic, water, sewer, garbage, food, public safety, lodging, and medical services that will all need to be addressed. He reported that the team hopes to have everything in order and shared with the public by June.

- **County Planning Efforts:** Mr. Leake provided the Board with overview of what Teton County is doing in preparation for the event.

- **Public Health Planning Efforts:** Ms. Eager shared staff have helped to develop an Event Planning Guide for Environmental Health that is being shared with people to help educate them on rules/regulations that should be followed for sewage, drinking water, solid waste, and food in regards to the solar eclipse or any other major event. This guide will be available on the Health District's website (www.EIPH.Idaho.gov). Everyone should feel free to share the information with others.

Ms. Rackow shared that continued discussion regarding the eclipse will be held at the next Board of Health meeting, at which time policy direction may be needed from the Board.

2. **Behavioral Health Community Crisis Center of East Idaho Update**

Commissioner Reed reviewed the annual report of the Behavioral Health Community Crisis Center. The report outlined the services provided and the number of people served. Over 25 law enforcement agencies used the Crisis Center in 2016. This was the first Crisis Center in the State and now there are two more (Northern and South Central Idaho locations). The center started with a $1.5 million grant from the State of Idaho with the expectation to be 50% self-supporting in 3-4 years. In the two years that the center has been open, it is estimated there has been a $1.2 million dollar savings from hospital and jail diversions. The center provides a valuable service to the Eastern Idaho region. The crisis center's director is a Bonneville County employee and the clinical staff through a provider contract. The current director has resigned and the county will be recruiting for a new one. While the Crisis Center provides important services to individuals in the region, there are challenges with sustainability and the Board discussed resources that may be available to assist with the sustainability.

ENVIRONMENTAL HEALTH DIVISION REPORT

1. **Guidance for Non-Municipal Solid Waste Facilities**

Randi Ward and Ted Goodyear from Jefferson County Solid Waste are present for this presentation.

Ms. Eager reviewed the Idaho Department of Environmental Quality's Final Guidance for Non-Municipal Solid Waste Facilities in Idaho which was released in January 2017. The majority of the facilities in our district are in compliance with the new guidance. This information will be presented to the Solid Waste Committee. From this point forward, all facilities will be inspected to this standard.

Ms. Eager then presented a virtual tour of the Jefferson County Landfill.

2. **Extended Treatment Package System (ETPS) – Service Provider Licensing**
Ms. Eager explained the new rules regarding ETPS and the permitting and service providers. The existing system is not working the new model would improve the process by not limiting service providers. In addition, home owners will be better educated. There are 652 of these systems in our health district.

3. **Planning and Response for Potential Flooding**
Ms. Eager asked the Board of Health members to let her know if there is any assistance we can provide in their counties related to flooding.

4. **Update on Litigation for G. Roundy**
Chairman Farnsworth gave background information on the G. Roundy enforcement case (related to subsurface sewage disposal permitting) for the benefit of the new board members. Ms. Eager provided the board with a current update on the matter. EIPH has recovered some funds related to the case; however, there is still a large fine outstanding for Mr. Roundy. The Idaho Department of Environmental Quality has become involved in the matter related to a potential public water system on Mr. Roundy's property.

DIRECTOR'S REPORT

1. **FY2017 Year-to-Date Budget Report**
EIPH Fiscal Officer, Steven Thomas, reported that for the seven months ended January 31, 2017, EIPH's total expenditures were 1.06% below the approved budget. Total revenue is 15.7% above the approved budget. Mr. Thomas explained that the higher revenue is due in part to receiving the second half of the State General Fund appropriation in January, high flu shot revenue for the year, and the collection of the majority of food license fees by the end of January. He also reported that sewage permit revenue remained high well into the fall, just recently dropping off in January.

2. **FY2018 Budget Assumptions**
General Notes on the upcoming budget for FY18 include the Governor's recommendation for a 3% employee compensation increase and the increase in the employer's health insurance costs from $12,240 to 13,460 per employee.

MOTION: Commissioner Butts made a motion to support a minimum of 3% employee salary increases be included in the FY18 budget proposal.
SECOND: Commissioner Miner
ACTION: MOTION CARRIED UNANIMOUSLY

3. **Review & Approval of Subgrants**
Ms. Rackow and Ms. Harwood provided information on the specific subgrants.

Amended/Renewed:
- Housing Opportunities for People with AIDS – $5,000 funding added
- Idaho Physical Activity & Nutrition – $1,500 funding decrease
- Statewide Healthcare Innovation Plan – $260,485 to extended one year

New Subgrant
- PKU – $2,500; previously handled as cost reimbursement activity, but with no formal agreement in place.

MOTION: Commissioner Miller made a motion to ratify the approval of the renewed, amended, and new subgrants.
SECOND: Commissioner Shenton
ACTION: MOTION CARRIED UNANIMOUSLY

4. **Review & Approval of Policy Revision: Breastfeeding Mothers – Reasonable Break Time**
Ms. Rackow reviewed minor changes made to the Breastfeeding Mothers policy.

MOTION: Commissioner Miner made a motion to approve the revision to the Breastfeeding Mothers policy for reasonable break time.
SECOND: Commissioner Reed
ACTION: MOTION CARRIED UNANIMOUSLY

5. **Consideration of Consent Agenda**
Ms. Rackow proposed that the Board members consider incorporating a Consent Agenda for the meetings. More routine items would be placed on the consent agenda (policy revisions, approval of minutes, financial updates). A board member could request at any time that an item from the consent agenda be moved to the regular agenda for separate discussion and/or vote. Ms. Rackow would continue to provide the same meeting materials as she does now.

MOTION: Commissioner Shenton made a motion to begin using a Consent Agenda at the Board of Health Meetings.
SECOND: Commissioner Reed
ACTION: MOTION CARRIED UNANIMOUSLY

6. **Staffing and Building Updates**
Ms. Rackow informed the board regarding building updates.
- Need to purchase storage sheds for our Jefferson and Lemhi County offices.
- Working on bids for concrete replacement in the Bonneville County office.
- Working on bids for replacement of carpet in Jefferson, Madison, and Fremont Counties.
- We are working on being proactive in replacing furnaces in the Teton, Madison, and Fremont county offices. They are all about the same age and are breaking down. The furnaces in the Jefferson County office were replaced last year.

EH Staffing
- Ms. Eager announced that she has hired a new Environmental Health Specialist in the Challis office, John Haugh. Mr. Haugh starts training in Idaho Falls on February 21, 2017 and will be working part time in Challis following training.
- Ray Keating, Environmental Health Specialist covering Jefferson and Bonneville Counties, retired in October. Vincent McHenry, covering the food program in Madison, Jefferson, and Teton Counties took Mr. Keating's place in Idaho Falls and Jamie VanDyke was hired to replace Mr. McHenry.

WIC Staffing
- Ms. Harwood has hired a new Dietitian for the PKU program, Elise Klingler. Ms. Klingler replaces Kim Bautista.
- Ms. Harwood also addressed a new contractual requirement regarding WIC certifications. Some offices will have reduced WIC hours in order to provide the necessary staffing in all of the offices.
- The clerical staff member from Challis has increased her hours and is traveling to Salmon one day a week to help out in the office so the Salmon WIC employee can provide uninterrupted service to the WIC clients.

ADJOURNMENT
The meeting adjourned at 2:30 p.m. The next meeting will be held on April 20, 2017. Mr. Leake asked to be excused from the April 20th meeting.

Brian Farnsworth, Chairman

Geri L. Rackow, Secretary

Approved: April 27, 2017