

BOARD OF HEALTH MEETING MINUTES
June 17, 2019
10:00 a.m.

PRESENT:	<u>BOARD OF HEALTH MEMBERS</u> Wayne Butts, Commissioner Bill Leake, Trustee (via phone) Brent Mendenhall, Commissioner Bryon Reed, Commissioner, Chairman Greg Shenton, Commissioner (via phone) Shayne Young, Commissioner Ken Miner, Commissioner (via phone)	<u>STAFF MEMBERS</u> Geri Rackow James Corbett Kellye Eager Amy Gamett Angy Harwood Cheryl O'Connell Steve Thomas
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EXCUSED: Dr. Barbara Nelson

1. Call to Order

Chairman Bryon Reed called the meeting to order at 10:02 a.m. Barbara Nelson and Commissioner Miller are excused from today's meeting. Commission Miller has given proxy to Commissioner Reed.

2. Public Comment

None

3. Approval of Consent Agenda

- Approval of April 18, 2019 Board of Health Meeting Minutes
- FY19 Year-to-Date Budget Report
- Subgrant Review/Approvals

MOTION: Commissioner Mendenhall made a motion to approve the June 17, 2019 Consent Agenda with the correction of the Perinatal Hepatitis B subgrant end date to 6/30/2020.

SECOND: Commissioner Young

ACTION: MOTION CARRIED UNANIMOUSLY

4. Reappointment of Board Members

Madison County reappointed Commissioner Mendenhall and Teton County reappointed Bill Leake to the EIPH Board of Health for a term of 5 years beginning July 1, 2019.

5. Approval of Revised EIPH Board Bylaws

Changes to the Bylaws were reviewed at the April 18, 2019 Board of Health meeting.

MOTION: Commissioner Butts made a motion to approve revisions to the EIPH Board Bylaws as presented.

SECOND: Commissioner Miner

ACTION: MOTION CARRIED UNANIMOUSLY

6. Administrative Appeal Process

IDAPA 41.08.01, the current Rules governing "Appeal from Administrative Decision and Request for Hearing" will expire on June 30, 2019. Ms. Rackow presented a draft board policy for "Environmental Health Appeals and Request for Hearing" for consideration by the board.

MOTION: Commissioner Mendenhall made a motion to approve the EIPH Board policy, "Environmental Health Appeals and Request for Hearing" as presented, with an effective date of July 1, 2019.

SECOND: Commissioner Young

ACTION: MOTION CARRIED UNANIMOUSLY

7. **Approval of FY2020 Compensation Plan**

At the EIPH Board of Health meeting on April 18, 2019, the Board approved the FY2020 Compensation Plan presented by Ms. Rackow; however the plan was not approved by the Idaho Division of Human Resources (DHR) and the Division of Financial Management (DFM). The revised plan presented today allocates employees' change in compensation on two factors: performance and compa-ratio. DFM and DHR have approved this plan.

MOTION: Commissioner Young made a motion to approve the revised FY2020 Compensation Plan Matrix as presented.

SECOND: Commissioner Butts

ACTION: MOTION CARRIED UNANIMOUSLY

8. **Purchase of Electronic Medical Record System**

Ms. Rackow previously reported that our current electronic medical record (EMR) system will reach its end of life on December 31, 2019. We had planned to transition to the new platform being offered by our current vendor that is replacing our current system; however, just recently learned that the new product will not meet our needs. After evaluating multiple other EMRs, EIPH would like to proceed with purchasing a system from Patagonia.

MOTION: Commissioner Mendenhall made a motion to approve up to \$150,000 for the purchase and implementation of a new electronic medical records system.

SECOND: Commissioner Miner

ACTION: MOTION CARRIED UNANIMOUSLY

9. **Measles Outbreak Update**

Ms. Rackow and Ms. Gamett provided information on the measles outbreak across the nation and the state. There are currently two confirmed cases in northern Idaho.

Due to the recent outbreak, as well as EIPH's core mission of preventing disease, EIPH's Administrative Team has been reviewing our immunization policies for staff and would like to strengthen them by requiring all EIPH employees to be vaccinated unless there is a contraindication due to a medical condition. The Board was supportive of this concept. Ms. Rackow and Ms. Gamett will continue to research and consult with others on this matter and bring back more information to the board at a later date.

10. **Negotiated Rule Making: IDAPA 16.02.14 – Rules Governing Construction & Operation of Public Swimming Pools in Idaho**

Ms. Rackow and Ms. Eager provided the Board with information on the changes being proposed for licensing fees for swimming pools across the state. The proposed annual license fee would increase from \$50 to \$150 per swimming pool. Negotiated Rule Making took place at EIPH on June 11, 2019 to see input from stakeholders. Ms. Rackow and Ms. Eager will keep the Board apprised on this matter as more information becomes available.

ADJOURNMENT

The meeting was adjourned at 10:59 a.m. EIPH's Budget Hearing will be held on June 20, 2019.



Commissioner Bryon Reed, Chairman



Geri L. Rackow, Secretary