



Public Health

Idaho North Central District



Nez Perce County

215 10th Street
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Fax (208) 799-0349

Latah County

333 E Palouse River Drive
Moscow, ID 83843
(208) 882-7506
Fax (208) 882-3494

Clearwater County

105 115th Street
Orofino, ID 83544
(208) 476-7850
Fax (208) 476-7494

Idaho County

903 West Main
Grangeville, ID 83530
(208) 983-2842
Fax (208) 983-2845

Lewis County

132 N Hill Street
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MINUTES

BOARD OF HEALTH MEETING

August 8, 2019

Nez Perce County Office

Board Members Present:

Dave McGraw, Chair
Greg Johnson
Connie Osborn(TC)
Rick Winkel
Doug Zenner

Staff Present:

Carol Moehrle
Mike Larson
Rachael JeanBlanc
Tara Macke
Perri Larson
Ed Marugg

Excused:

Dr. Jefferson
Mark Frei

Guests:

The August 8, 2019 Board of Health meeting was called to order at 9:25 a.m. by Chairman McGraw.

Additional Agenda Items

NA

Chairman McGraw asked for approval of the May 23, 2019 Board of Health Meeting and Budget Hearing minutes as mailed.

MOTION: Rick Winkel moved and Greg Johnson seconded the motion to approve the May Board of Health Meeting and Budget Hearing minutes. Carried unanimously.

FINANCIAL REPORT

May FY 2019 Financial Report

Ms. JeanBlanc presented the March financial reports:

As of the March report, we are 92.31% of the way through this fiscal year. March revenue totaled \$221,733 with Year to Date revenue at \$4,479,118. This is 87.18% Actual incoming revenue of the budget for the FY. May Personnel expenses totaled \$380,219, with Year to Date Personnel at \$3,079,663 this is 83.63% of the budgeted amount for the FY. Operating Expenses for May are at \$49,259 with Year to Date at \$766,673 this is 67.56% of the budgeted amount.

Write-Off Report

Ms. JeanBlanc presented the May write-off report of \$353. Discussion held.

June FY 2019 Financial Report

Ms. JeanBlanc presented the June financial reports:

As of the June report, we are 100% of the way through this fiscal year. June revenue totaled \$280,613 with Year to Date revenue at \$4,759,731. This is 92.64% Actual incoming revenue of the budget for the FY. June Personnel expenses totaled \$260,344, with Year to Date Personnel at \$3,340,007 this is 90.70% of the budgeted amount for the FY. Operating Expenses for June are at \$116,300 with Year to Date at \$882,972 this is 77.81% of the budgeted amount.

MOTION: **Doug Zenner moved and Rick Winkel seconded the motion to approve the May and June Financials as presented. Carried unanimously.**

Write-Off Report

Ms. JeanBlanc presented the June write-off report of \$145. Discussion held.

MOTION: **Greg Johnson moved and Rick Winkel seconded the motion to approve the May and June write-off reports as presented. Carried unanimously**

BOARD UPDATES

Board & Administrator Article Review

Commissioner Zenner addressed the article regarding email confidentiality, email archiving and use of personal devices and accounts to send and receive work related information. Discussion held.

Trustee/Executive Council Updates

Commissioner Zenner suggested the possibility of having IAB every other year, or via teleconference, or being more centrally located due to travel schedules. Several board members voiced concern over time constraints. Discussion held.

Board Member Updates

Commissioner McGraw reported that the lagoons at the Syringa Trailer park are being drained and proposals are being made as to the future of the property. The park is for sale for \$300,000; 35 acres 2 miles from Moscow.

Connie Osborn, Gritman Hospital reported that they are placing their newly hired physicians within their facilities and community.

Commissioner Zenner reported that Nez Perce County received reports and are investigating an issue regarding placement of a mobile home in an isolated location with no power or septic.

Commissioner Winkel thanked Latah County CMC and Idaho County for aiding in the addition of Emergency Medical Services on Dworshak Reservoir. The Marine Deputy is also an EMT and is now the official water ambulance allowing Clearwater County ambulance to travel to one location to transfer the patient. Doug Zenner complimented these services citing personal experience.

Commissioner Johnson thanked the Public Health staff as well as Commissioner Zenner for all of the work that went into IAB. The new CVH/SMH clinic in Kamiah is taking shape. The Forest Service will be building a new office in Kamiah which will bring more jobs.

Election of Officers

Commissioner Johnson moved that we retain the Board of Health officers in their current positions; Chairman Dave McGraw, Vice Chairman Dr. Jefferson and Trustee/Executive Council Doug Zenner.

MOTION: **Rick Winkel moved and Doug Zenner seconded the motion to retain the Board of Health officers in their current positions. Carried unanimously.**

Board Conflict of Interest Statements

Ms. Moehrle reviewed the Board Conflict of Interest Statements provided in the Board packets. Ms. Macke collected all signed statements. Discussion held.

Director's Report

District Appeals Policy

Ms. Moehrle provided and reviewed the District Appeals Policy. Due to the Red Tape Reduction Act each Board of Health will need a policy in order to have a process for the public to appeal. Discussion held.

MOTION: Rick Winkel moved and Doug Zenner seconded the motion to approve the District Appeals Policy as presented. Carried unanimously.

Changes to Idaho Rules

Mr. Marugg provided details addressing the Pool Inspection Fees; fees are currently \$50. The Environmental Health Directors have a White Paper to justify the increase in inspection fees; the fee increase would be \$150. The Department of Health and Welfare owns the Pool Rules, hearings were held for public comment/input. Our District inspects 12 to 14 pools. Discussion held.

DEQ is opening the On-site sewage disposal rules under negotiated rule making. Initially they indicated that they want to adopt the Technical Guidance Manual as rule, but now it appears that they are considering perhaps only part of the TGM for rule. This manual is used by the health districts for implementing and interpreting the rules. One meeting has been held to date. Discussion held on Extended Treatment Package Systems (ETPS), which are included in the TGM. The Environmental Health Directors drafted and submitted comments to DEQ. These systems are very expensive and require significant maintenance and testing. DEQ had agreed to do enforcement on these systems that are out of compliance but have now backed out of that agreement. We do not currently have any of these systems in our District.

The Department of Environmental Quality is working on updating and creating guidance on surface impoundments under the non-municipal solid waste rules. A surface impoundment by their definition is a lagoon type system that is allowed to put in some types of hazardous waste and sewage effluent or pumpable waste. There is one in the Boise area that is highly problematic. We do not have any in our District. Discussion held.

Food Program Annual Report FY19

Mr. Marugg provided and reviewed in detail the Food Program Annual Report. Health District 2 permitted 797 food establishments and 5 non-permitted food establishments. Staff completed 855 regular inspections, 113 on-site follow-up inspections and 163 follow-up Violation Correction Reports. Eleven investigations were completed following complaints. The requirement for each food establishment to have a Certified Food Protection Manager (employee must take an 8 hour course in person or online) was the most frequently marked violation. Discussion held.

Pool Program Annual Report FY19

Mr. Marugg provided and reviewed the Pool Program Annual Report. Health District 2 license and inspects 12 pools. One pool was closed last year due to an imminent health hazard after testing positive for E.coli. We continue to offer the Swimming Pool operators training to be viewed on-line from our website and operators can come into the offices to take the exam.

Governor Communication Re: Director CEC

Ms. Moehrle provided and reviewed the communications from the Governor's Office as well as a DRAFT letter from the Directors addressing the Governor's communications on CEC for agency Directors. Discussion held. Ms. Moehrle will edit the letter for review by the other Directors and return to the Board of Health via email for review and signatures.

Division Updates

Environmental Health

Mr. Marugg provided an update addressing animal bites. In FY2019, Environmental Health staff investigated 57 animal bite complaints; this is 32.5% increase from the following year. This is not necessarily an increase in bites, but an improved working relationship with the shelters.

Environmental Health staff issued 315 sewer permits in FY2019, the previous year 260 sewer permits were issued; this is a 21% increase in sewer permits.

Family and Community Health Update

Mr. Larson reported that we are declaring the measles household outbreak complete. Pertussis is circulating in our communities. Mr. Larson reported that one of the Staff Epidemiologists has left us. Discussion held.

Office Services

Ms. Larson reported that back to school immunization clinics are very busy.

HR/PIO

Ms. Macke provided an update on staff resignations and retirements. Health District 2 is currently hiring for a Health Education Specialist, a Health Education Specialist, Sr., a PAT Public Health Nurse, and a Staff Epidemiologist. The State of Idaho Division of Human Resources requires all applicants apply through their hiring system where applications are completed, reviewed and graded before being provided to the hiring entity in the form of a Hiring List. These job applications and exams are reviewed by other State of Idaho subject matter experts that are currently or have held these jobs classifications in their careers.

New and Emergent Issues

Ms. Moehrle reported that the crisis center located in Nez Perce County did a soft opening last week. A to Z Counseling in Clearwater County should be open next week. Latah County is still working on building remodel issues. Sequel Alliance, the provider group in Latah County, pulled out of Idaho so we are looking for providers in Latah County.

The Governor has just started his Opioid Task Force. Ms. Moehrle provided specific data addressing prescriber rates for Idaho and District 2. Discussion held.

Executive Session per IC 74-206 (b,d,i)

MOTION: At 10:45 a.m. Dave McGraw moved and Greg Johnson seconded the motion to enter Executive Session per IC 74-206 (i). Roll call Greg Johnson, Dave McGraw, Rick Winkel, Connie Osborn and Doug Zenner. Carried unanimously.

Executive Session adjourned at 11:11 a.m.

NEXT MEETING: Thursday, September 19, 2019 the Board meeting will begin at 9:00 a.m. at the Public Health office in Nez Perce County.

MEETING ADJOURNED: 11:30 a.m.



Dave McGraw
Board Chairman

Attest: 

Carol Moehrle, Director
Secretary to the Board

Board Minutes approved on Sept. 19, 2019