



Public Health

Idaho North Central District



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MINUTES BOARD OF HEALTH MEETING October 27, 2022 Nez Perce County Office

Board Members Present:

Denis Duman
Greg Johnson (virtual)
Dr. Jefferson
Rick Winkel (virtual)
Connie Osborn(virtual)

Staff Present:

Carol Moehrle
Mike Larson
Rachael JeanBlanc
Kayla Sprenger
Perri Larson
Tara Macke
Sherise Bruce

Excused:

Doug Zenner
Dave McGraw

Guests:

The October 27, 2022, Board of Health meeting was called to order at 1:30 p.m. by Vice-Chairman Denis Duman.

Public Health – Idaho North Central District has created a Board of Health email for public comment. Comments in response to an agenda item for a specific meeting date must be received 24 hours in advance of the applicable meeting for routing and board member review. No comments were received.

Vice-Chairman Duman asked for a motion to edit the agenda by adjusting the verbiage from Reserved Funds to read as Committed Restricted Funds.

MOTION: Dr. Jefferson moved, and Rick Winkel seconded the motion to edit the agenda by adjusting the verbiage from Reserved Funds to read as Committed Restricted Funds. Carried unanimously.

Vice-Chairman Duman asked for approval of the August 25, 2022, Board of Health Meeting minutes as mailed.

MOTION: Rick Winkel moved, and Dr. Jefferson seconded the motion to approve Board of Health meeting minutes as presented. Carried unanimously.

FINANCIAL REPORT

August and September FY 2023 Financial Report

August financial reports:

As of the August report, we are 16.67% of the way through this fiscal year. August revenue total \$763,674 with Year-to-Date revenue at \$1,216,024. This is 18.25% Actual incoming revenue of the budget for the FY. August Personnel expenses totaled \$324,368 with Year-to-Date Personnel at \$651,850 of the budgeted amount for the FY. Operating Expenses for August are at \$129,111 with

Year to Date at \$171,754 this is 16.44% of the budgeted amount.

September financial reports:

As of the September report, we are 26.92% of the way through this fiscal year. August revenue total \$329,943 with Year-to-Date revenue at \$1,730,359. This is 25.97% Actual incoming revenue of the budget for the FY. September Personnel expenses totaled \$466,548 with Year-to-Date Personnel at \$1,118,398 of the budgeted amount for the FY. Operating Expenses for September are at \$84,005 with Year to Date at \$255,758 this is 24.49% of the budgeted amount.

MOTION: Dr. Jefferson moved, and Greg Johnson seconded the motion to approve the August and September Financials as presented. Carried unanimously.

Write-Off Report

Ms. JeanBlanc presented the August write-off report of \$925 to be recognized in September. Discussion held.

MOTION: Dr. Jefferson moved, and Greg Johnson seconded the motion to approve the August write-off recognized in September as presented. Carried unanimously.

Committed/Restricted Funds

Ms. JeanBlanc proposed a partial budget amendment of \$159,000 in revenue to contracts, offset by \$127,200 in Personnel and \$31,800 in Operating covered by Opioid payouts. Additionally, \$300,000 will be allocated to the Reserve Fund to cover Capital Building expenses.

MOTION: Dr. Jefferson moved, and Connie Osborn seconded the motion to amend the budget as proposed. Carried unanimously.

Ms. JeanBlanc proposed a committed fund reduction of \$500,000 to equipment computer systems fund.

MOTION: Dr. Jefferson moved, and Rick Winkel seconded the motion to approve the reduction in committed funds as proposed. Carried unanimously.

Board Reports

Board & Administrator

Commissioner Johnson reviewed the article 'Regular performance evaluations benefit your ED, and your organization' and 'Identifying conflicts of interests for in-kind donations can be challenging, experts say'. Discussion held.

Trustee

Commissioner Johnson reported the Trustee/Executive Council met September 29, 2022, via Zoom. The Board of Trustees is responsible for decisions made in regards to the state funding formula which we no longer have while the Executive Council members make decisions on items of interest for health districts for general things the districts are facing. The By-laws will be reviewed to reflect the changes due to the lack of state funding. The next annual meeting will be held in District 1 on June 8th and 9th, this will be an in-person meeting. IAC reported that membership approved a resolution presented by Doug Zenner in support of Public Health establishing food fees. IAC will not be able to carry this forward due to the large number of resolutions but will be supportive. Discussion held.

Director's Report

Opioid Settlement Update

Ms. Moehrle provided an update on the Opioid Settlement. The Jensen Settlement was \$219,436 to be spent over 4 years. There is a request into the Attorney General's to see what kind of reporting will be required for dollars spent and when that might be due. Meetings with the Moscow Fire and

Police and Lewiston Fire and Police will be taking place soon to discuss how these dollars can be best spent.

Office Buildings/Capitol Improvement Plan

Ms. Moehrle reported that an HVAC unit has been installed in the Lewiston Annex building. The Idaho County office in Grangeville is having issue with settling. Allwest has been on site to assess the issues and have provided a bid for possible core drilling to stabilize the building.

Adolescent Pregnancy Prevention Program

Ms. Moehrle reported that the Freedom Foundation has made a formal records request to the Idaho Department of Health and Welfare requesting the years that the program has been in the schools, which schools and how many students. Ms. Moehrle contacted each of the schools effected within our District.

District Director Succession Policy

Ms. Moehrle provided the Succession Policy per request from Commissioner Zenner as a review. The Board will take this opportunity as a first read and place this item on the agenda for the next meeting for board action.

Flu Vaccine

Ms. Moehrle reported that Public Health is providing flu vaccine to staff as well as the counties upon request. Ms. Moehrle asked for approval to continue with a \$25 fee.

MOTION: Dr. Jefferson moved, and Rick Winkel seconded the motion to approve the \$25 fee for a flu vaccine as proposed. Carried unanimously.

ESRI – GIS for County Government

Ms. Moehrle reported that Dean Neufeld, PHP Manager, created mapping for vulnerable populations in our area during COVID and this was recognized and published by ESRI.

COVID-19 Update

Mike Larson, Division Administrator, provided an update on COVID-19. Public Health continues to have clinics to provide COVID vaccine. Mr. Larson also reported a significant increase in the amount of possible rabies cases.

Environmental Health Update

Sherise Bruce, Environmental Health Director, reported that the 2023 Food Permit Renewals will be mailed out next week, there will not be an increased fee this year. The Sewage Program has slowed about 20% from last year's numbers at this time, but EH is still very busy. Discussion held.

Community Health Update

Kayla Sprenger, Community Health Program Manager, reported that the Dental Hygienist, Dessa Scott is in the schools providing fluoride varnish and sealants for children. Ms. Scott was in Orofino last week for four days providing needed treatment to over 60 children. Community Health is also working with schools to add opioid and vaping prevention courses to their schedules.

Human Resources Update

Tara Macke reported that a Michael Wells has been hired as the Communications Manager, he has a significant background in journalism and as an added bonus Michael also has a law degree. He has been busy promoting public and providing necessary press releases.

Office Services Update

Perri Larson, Office Services Supervisor, reported business as usual.

NEXT MEETING: Thursday, December 8, 2022, at 1:00 p.m. with Legislators at the Public Health office in Nez Perce County. The meeting will be available via ZOOM and in person.

MEETING ADJOURNED: 2:40 p.m.



Denis Duman
Board Vice -Chairman

Attest: 

Carol Moehrle, Director
Secretary to the Board

Board Minutes approved on December 8, 2022.