



Public Health

Idaho North Central District



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Latah County
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Clearwater County
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MINUTES BOARD OF HEALTH MEETING March 24, 2022 Nez Perce County Office

Board Members Present:

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

Staff Present:

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

Excused:

Guests:

The March 24, 2022, Board of Health meeting was called to order at 9:00 a.m. by Chairman Dave McGraw.

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.

Chairman McGraw asked for approval of the February 24, 2022, Board of Health Meeting minutes as mailed.

MOTION: Greg Johnson moved, and Denis Duman seconded the motion to approve Board of Health meeting minutes as presented. Carried unanimously.

FINANCIAL REPORT

February FY 2022 Financial Report

February financial reports:

As of the February report, we are 66.67% of the way through this fiscal year. February revenue total \$541,199 with Year-to-Date revenue at \$4,726,987. This is 62.78% Actual incoming revenue of the budget for the FY. February Personnel expenses totaled \$300,456 with Year-to-Date Personnel at \$2,596,279 this is 59.56% of the budgeted amount for the FY. Operating Expenses for February are at \$58,013 with Year to Date at \$427,841 this is 42.65% of the budgeted amount.

MOTION: Denis Duman moved, and Dr. Jefferson seconded the motion to approve the February Financials as presented. Carried unanimously.

Write-Off Report

No write-offs at this time.

Preliminary Budget & Salary Discussion

Ms. Moehrle provided an adjustable matrix to address a Cost-of-Living Adjustment, Longevity (to address compression), and performance. Ms. Moehrle also provided data to include starting salaries for local businesses for comparison as well as a breakdown of current staffing to show current salary range. Discussion held.

Ms. Moehrle also inquired with the Board regarding upcoming County budget proposal. Per usual Ms. Moehrle will prepare a proposal with a 1%, 2% and 3% County increase for board discussion at next meeting.

MOTION: Greg Johnson moved, and Denis Duman seconded the motion to approve a 10% increase for staff, including the Director, as well as a \$1.25 to address Cost-of-Living Adjustment, inflation, compression and performance. Carried unanimously.

Board Reports

Board & Administrator

Commissioner Johnson reviewed the article addressing the importance of diverse backgrounds and working in collaboration with our communities. Discussion held.

Director's Report

Legislative Updates

Ms. Moehrle reported that while we no longer receive State appropriations, monies for the Home Visitation Program, Smoking Cessation and Youth Smoking and Vaping Prevention Programs are now being filtered through the Department of Health and Welfare to local Public Health. Discussion held.

HB515 – Risk Management

HB515 passed this week in the legislature and states “Public Health Districts may now elect to participate in the comprehensive liability plan authorized by section 6-919, Idaho Code.” Discussion held. Ms. Moehrle thanked the Board members who contacted our legislators asking for their supports.

Opioid Settlement

Mike Kane reported via email update, that the attorney general announced that all special districts have now signed on. Over the next week the formulas for funding will be reviewed and completed, monies should be dispersed by June.

Building Updates

Ms. Moehrle provided a picture of the weather damage to the integrity of the Moscow roof. We have received one bid to date and are having trouble locating another company to get a second bid. Per Board request Ms. Moehrle will share the bids as they are received in order to review, decide, and schedule as soon as possible.

Our newly acquired property, 1018 Idaho Street, has a billboard owned by Lamar who leases the property for approximately \$1,700 per year. The roof and HVAC system will need to be assessed moving forward.

Policy Review

Ms. Moehrle provided and reviewed the HIPAA Security Policy and Leave Policies (FMLA, SIC, VAC, Special Leaves) updates and changes. Per Board request, Ms. Moehrle will research the possibility of adjusting the VAC accrual rate in the Vacation Leave Policy for next meeting.

MOTION: Dr. Jefferson moved, and Greg Johnson seconded the motion to approve HIPAA Security Policy as presented. Carried unanimously.

MOTION: Dr. Jefferson moved, and Rick Winkel seconded the motion to approve Leave Policies (FMLA, SIC, and Special Leaves) as presented. Carried unanimously.

IAB DRAFT Resolutions – First Read

IAB will be held June 9, 2022, at 12:30 pm. The DRAFT Resolutions (Kratom, Youth Tobacco Prevention, Suicide Prevention, Food License Fee, Excise Tax) must be submitted to the Boards of Health for review 60 days prior to the IAB meeting.

COVID-19 Update

Mike Larson, Division Administrator, provided an update on COVID-19. Mr. Larson reported that cases are trending down. It is important to remind folks that this virus is not done with us yet. The new subvariants popping up in other parts of the world have previously been identified in wastewater in this region. The CDC risk assessment for this area is low. Discussion held.

Community Health Update

Kayla Sprenger, Community Health Program Manager, reported that our Dental Hygienist, Dessa Scott, has been busy providing Oral Health sealants in the schools. Through the Office of Drug Policy subgrant Public Health has been hosting Mental Health First Aid trainings virtually. In May, QPR (question, persuade, and refer) training for suicide prevention will be provided virtually as well.

Human Resources Update

Tara Macke reported that Public Health HR Policies will be the focus until all policies have been reviewed and approved. PHAB Accreditation documentation is complete, and we are awaiting approval of our application.

Office Services Update

Perri Larson, Office Services Supervisor, reported that clerical are busy working with Environmental Health to process permit payments as well as working with an increased number of new WIC moms.

NEXT MEETING: Thursday, April 28, 2022, at 9:00 a.m. at the Public Health office in Nez Perce County.

MEETING ADJOURNED: 10:12 a.m.



Dave McGraw
Board Chairman



Attest: _____
Carol Moehrle, Director
Secretary to the Board

Board Minutes approved on April 28, 2022.