



Public Health

Idaho North Central District



Nez Perce County
215 10th Street
Lewiston, ID 83501
(208) 799-3100
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
P O Box 277
Kamiah, ID 83536
(208) 935-2124
Fax (208) 935-0223

MINUTES BOARD OF HEALTH MEETING August 25, 2022 Nez Perce County Office

Board Members Present:

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

Staff Present:

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

Excused:

Guests:

The August 25, 2022, Board of Health meeting was called to order at 9:18 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 May 26, 2022, Budget Hearing/Board of Health Meeting minutes as mailed. Rick Winkel will be moved from excused to present.

MOTION: Denis Duman moved, and Doug Zenner seconded the motion to approve Budget Meeting / Board of Health meeting minutes with corrections. Carried unanimously.

FINANCIAL REPORT

June FY 2022 /July FY 2023 Financial Report

June financial reports:

As of the June report, we are 100% of the way through this fiscal year. June revenue total \$397,627 with Year-to-Date revenue at \$852,353. This is 88.68% Actual incoming revenue of the budget for the FY. June Personnel expenses totaled \$338,358 with Year-to-Date Personnel at \$313,636 of the budgeted amount for the FY. Operating Expenses for June are at \$69,148 with Year to Date at \$323,642 this is 67.74% of the budgeted amount.

MOTION: Doug Zenner moved, and Greg Johnson seconded the motion to approve the June Financials as presented. Carried unanimously.

Write-Off Report

Ms. JeanBlanc presented the June write-off report of \$110 to be recognized in August. Discussion held.

MOTION: **Greg Johnson moved, and Doug Zenner seconded the motion to approve the June write-off recognized in August as presented. Carried unanimously**

July financial reports:

As of the July report, we are 8.33% of the way through this fiscal year. July revenue total \$452,332 with Year-to-Date revenue at \$5,782,901. This is 7.25% Actual incoming revenue of the budget for the FY. July Personnel expenses totaled \$327,482 with Year-to-Date Personnel at \$4,436,672 of the budgeted amount for the FY. Operating Expenses for July are at \$42,643 with Year to Date at \$1,001,877 this is 4.08% of the budgeted amount.

MOTION: **Greg Johnson moved, and Denis Duman seconded the motion to approve the July Financials as presented. Carried unanimously.**

Write-Off Report

No bad debt for the month of July.

Board Reports

Board & Administrator

Commissioner Johnson reviewed the article 'Understanding personal 'asking styles' can help boards with fundraising duties' and 'Board member citizenship status brings legal questions'. Discussion held.

Trustee

Commissioner Johnson reported that IAB was held virtually June 9, 2022, at 12:30 pm. All proposed resolutions passed unanimously. The Executive Council recommended that Idaho discontinue having a representative on the NALBOH State Leadership Committee, this also passed with unanimous consent. The 2023 IADBH annual conference will be held in Coeur d'Alene in pre-COVID format (i.e., in person) per Marlow Thompson, District 1 Board Chair. Discussion held.

Election of Officers

Chair

MOTION: **Commissioner Winkel nominated Commissioner Zenner for Board Chair; Commissioner Johnson seconded the motion. Carried unanimously.**

Chairman McGraw turned the meeting over to the newly elected Chairman, Doug Zenner.

Commissioner Duman asked for consideration to move the time for the Board meetings. Discussion held.

Agreement by all members to remain on the fourth Thursday of the month and start at 1:30 p.m.

Vice-Chair

MOTION: **Commissioner Johnson nominated Commissioner Duman for Board Vice Chair; Commissioner Winkel seconded the motion. Carried unanimously.**

Trustee

MOTION: **Commissioner Winkel moved to retain Commissioner Johnson; Commissioner McGraw seconded the motion. Carried unanimously.**

Conflict of Interest

Chairman Zenner requested the Board review, sign and return the Conflict-of-Interest policy included in their packet.

Director's Report

Grant Writing Opportunities

Ms. Moehrle reported that Public Health has been applying for several grants administered by the Idaho Department of Health & Welfare. None of the Public Health Districts have been funded to date. A public records request has been submitted to see where the monies have been awarded. Discussion held.

Environmental Health Fees

Sherise Bruce, Environmental Health Director provided and reviewed two small fee adjustments, one in sewage and one in land development. The Renewal of Individual Sewage Disposal Permit would move from a one-year renewal period to a two-year renewal period at a fee of \$50.00. The Preliminary Soil Analysis for proposed subdivision is currently a \$300 minimum and \$50/test hole. The recommendation is to remove this and utilize the \$200 flat rate. Discussion held.

MOTION: Greg Johnson moved, and Denis Duman seconded the motion to approve the fee change proposal as presented. Carried unanimously.

Federal Mileage Increase

Ms. Moehrle provided and reviewed the memo from the State Controller's Office, Board of Examiners addressing the update to the Idaho State Mileage Rate. Effective July 19, 2022, the Board of Examiners approved an increase to the Idaho State mileage rate from 58.5 cents a mile to 62.5 cents a mile as of July 1, 2022. The Board has a policy in place that we follow State policy.

Vehicle Use Agreement Policy

Ms. Moehrle provided and reviewed the new Vehicle Use Agreement Policy for Board approval.

MOTION: Denis Duman moved, and Dave McGraw seconded the motion to approve the Vehicle Use Agreement Policy as presented. Carried unanimously.

Building Projects Update

Ms. Moehrle provided an overview of the FY2023 capital improvements. Discussion held.

IAC Draft Food Fee Resolution

Ms. Moehrle provided and reviewed the DRAFT Food Fee Resolution. Currently, the Public Health Districts are required by the Idaho Food Code to perform at least one food safety inspection per year for each licensed food establishment. General State appropriation funding had been used to help subsidize the food establishment inspection fees. The passage of HB316 in 2020 ended State appropriations to Public Health Districts leaving county taxpayers to pay for food inspection costs not covered by fees. The Idaho Boards of Health support Public Health Districts invoicing food establishments the cost of these inspections to reduce the burden on county taxpayers. If approved, Commissioner Zenner will be carrying the resolution forward to IAC. Discussion held.

MOTION: Dave McGraw moved, and Denis Duman seconded the motion to support the DRAFT Food Fee Resolution as presented. Carried unanimously.

COVID-19 Update

Mike Larson, Division Administrator, provided an update on COVID-19. Mr. Larson reported that the number of cases are significantly impacted by at home testing. The take-home is that COVID is not overwhelming the hospitals. The CDC estimates that 80% of the people have been vaccinated, or had COVID, or both. The new COVID vaccine has been modified to include the new variants. This is an MRNA vaccine, this is not a live vaccine. Discussion held.

Mr. Larson provided an update on Monkeypox. Monkeypox is not a novel virus and is common in central and western Africa. The last outbreak in the US was in 2003 and was contracted by a small

population via imported pets. The latest outbreak is associated with certain high-risk groups. The US has had no deaths associated with Monkeypox. The vaccine being utilized is the smallpox vaccine. Ten cases have been documented in Idaho none of which are in our District. We have minimal amounts of the vaccine available in our District as a post prophylactic treatment for those who have been exposed and a pre prophylactic treatment for those at high risk. Public Health is collaborating with other agencies in the District to make this available to those who may need it.

Due to COVID, Public Health had stopped all vaccinations. The immunization program is now being restarted to help with back-to-school vaccinations.

Environmental Health Update

Sherise Bruce, Environmental Health Director, reported that Public Health is receiving an unusually large number of complaints and dealing with contentious properties. Individuals are buying property sight unseen; these lots may be rock pits or very small making septic an issue. Environmental Health is doing their best to work with clients to find a solution. Discussion held.

Community Health Update

Kayla Sprenger, Community Health Program Manager, reported that Health Promotion is doing some age friendly park surveys in Cottonwood. This survey is trying to target senior citizens and how to make the parks safe and friendly in order to increase their activity. When individuals participate in the survey it gives the community an opportunity to receive funding.

Health Promotion is also recruiting schools for the vaping prevention education and opioid prevention education. Public Health is offering to teach the program or to teach the teachers enabling them to provide the programs.

Health Promotion is working with the Northwest Children's Home to provide Adolescent Pregnancy Prevention. These classes are also offered at Idaho Juvenile Corrections.

Human Resources Update

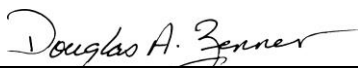
Tara Macke provided and reviewed data from the Public Health Workforce Interests and Needs Survey taken by staff in 2017 and 2021. This survey supports local public health by measuring gaps and strengths to better inform future investments for funding, education, recruitment, and retention.

Office Services Update

Perri Larson, Office Services Supervisor, reported challenges with staffing due to medical issues and vacations.

NEXT MEETING: Thursday, September 29, 2022, at 1:30 p.m. at the Public Health office in Nez Perce County.

MEETING ADJOURNED: 11:24 a.m.



Doug Zenner
Board Chairman

Attest:



Carol Moehrle, Director
Secretary to the Board

Board Minutes approved on September 29, 2022.