



# Public Health

## Idaho North Central District

<b>Nez Perce County</b> 215 10 <sup>th</sup> Street Lewiston, ID 83501 (208) 799-3100 Fax (208) 799-0349	<b>Latah County</b> 333 E Palouse River Drive Moscow, ID 83843 (208) 882-7506 Fax (208) 882-3494	<b>Clearwater County</b> 105 115 <sup>th</sup> Street Orofino, ID 83544 (208) 476-7850 76-7494	<b>Idaho County</b> 903 West Main Grangeville, ID 83530 (208) 983-2842 Fax (208) 983-2845	<b>Lewis County</b> 132 N Hill Street P O Box 277 Kamiah, ID 83536 (208) 935-2124 Fax (208) 935-0223
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**MINUTES**  
**BOARD OF HEALTH MEETING**  
**March 28, 2013**  
**Latah County Office**

**Board Members Present:**

Don Davis, Chair  
 Doug Zenner  
 Dave McGraw  
 John Allen  
 Rose Gehring  
 Dr. Mannschreck  
 Shirley Greene

**Excused:**

Mike Larson

**Staff Present:**

Carol Moehrle  
 Ed Marugg  
 Adam Dawson  
 Tara Biesecker  
 Perri Larson

**Guests:**

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The March 28, 2013 Board of Health meeting was called to order by Chairman Don Davis at 1:30 p.m.

Chairman Davis asked for approval of the February 28, 2013 Board of Health meeting minutes as mailed.

**MOTION: Doug Zenner moved and Rose Gehring seconded the motion to approve the February 28, 2013 Board of Health minutes as mailed out. Carried unanimously.**

Public Comment

No public in attendance.

**FINANCIAL REPORT**

Monthly FY 2013 Financial Report

Mr. Dawson presented the February financial reports:

As of the February report, we are 66.67% of the way through this fiscal year. February revenue totaled \$250,854, with Year to Date revenue at \$2,911,365. This is 74.72% of the budget amount for the FY. February Personnel expenses totaled \$236,119, with Year to Date Personnel at \$1,935,998 this is 64% of the budgeted amount for the FY. Operating Expenses for February are at \$64,253 with Year to Date at \$494,937 this is 55% of the budgeted amount.

Statement of Accounts was reviewed with no further questions.

**MOTION: Shirley Greene moved and Rose Gehring seconded the motion to approve the February Finance report. Carried unanimously.**

#### Write-Off Report

Mr. Dawson presented the March 1, 2013 write off report of \$3,225. Discussion held.

**MOTION: Doug Zenner moved and Rose Gehring seconded the motion to approve the March write off report. Carried unanimously.**

### **BOARD UPDATES**

#### Board and Administrator

Mrs. Greene led a discussion on the liability of the Board Chairman for unpaid payroll taxes. Discussion held. The next article reviewed, "Understanding the Board's Authority" was a reminder that the Board is primarily a policy-making body as distinguished from the managerial function of the organization, which is charged with implementing and executing policy.

#### NALBOH Update

Mrs. Greene will be traveling to Bowling Green to attend the 14th Annual Ned Baker Lecture, "Leading the Way to Healthier Communities: How Leadership Can Strengthen Public Health". Also reminding Board members to save the date for the 21st Annual NALBOH Conference "Responsible Governance for a Brighter Public Health Future" August 14-16, 2013 in Salt Lake City, Utah.

#### Trustee Updates

No conference calls.

#### Board Member Updates

No updates.

### **Director's Report**

#### Legislative Issues Review

Personal Property Tax Exemption proposes three changes to the exemption granted under Idaho Code. The proposal creates a new \$1,500 exemption on a de minimis item of tangible personal property that is purchased on or after January 1, 2013 and has a purchase price of \$1,500 or less. Second, the proposal triggers the \$100,000 exemption granted by HO599a on January 1, 2013. The exemption is for the first \$100,000 of business personal property, not to include operating property. Third, the proposal creates a uniform application process to be prescribed by the state tax commission intended to simplify reporting.

Health Reform Information Exchange HO0248 passed and was sent to the governor. After much discussion by the Senate and House an Idaho Health Exchange will be created to facilitate the selection and purchase of individual and small business health benefit plans. These plans will enhance Idaho residents' choice regarding options and access to affordable health insurance. The Medicaid Expansion bill was held until next year.

### Draft Budget Assumptions FY14

Mr. Dawson provided a draft of Funding Sources and Expenditures. Mrs. Moehrle reviewed contract revenue, fees, donations and non-contract revenue. Mrs. Moehrle then walked through expenditures. Mr. Dawson provided a FY14 proposed draft budget showing the impact of a 0% increase as well as a 1% increase to county contribution. Mrs. Moehrle will present data on 0-3% increases during county visits. The Budget Hearing will be held May 16<sup>th</sup>. Discussion held.

### Legislative Audit Preparations

The State Auditors have alerted us that they will be in the District beginning May 9<sup>th</sup>. They will finalize our 2011 Audit and a full audit on 2012. Mr. Dawson and his staff have been sending requested documents to them already.

### IAB

Mrs. Moehrle requested that the Board consider attendance of the Annual IAB Conference held in June 5<sup>th</sup> and 6<sup>th</sup> in Pocatello in order to start making travel arrangements. Ms. Biesecker will be contacting you with further details.

### **Division Updates**

#### County Health Rankings

Ms. Biesecker briefly provided and reviewed Health District and County specific data from the 2013 County Health Rankings. Discussion held.

#### Environmental Health Update

Mr. Marugg's staff have been investigating a food establishment in Nez Perce County that has been preparing food at a facility outside of the licensed establishment. Staff are working with owners to assure compliance.

Mr. Marugg provided a briefing on a proposed subdivision, availability of drinking water has been a concern. Discussion held.

#### Public Health Preparedness

Mr. Marugg also reported that Kayla Moehrle, Public Health Preparedness Planner has been chosen as a Reviewer for Project Public Health Ready. This is quite an honor for Kayla.

A Statewide Exercise will be held April 29<sup>th</sup> – May 1<sup>st</sup>.

#### Family and Community Health Update

In Mr. Larson absence, Mr. Marugg reported on recent lead exposures. Further details provided in Division Updates.

#### Health Promotion

Mrs. Moehrle reported on possible changes to H&W contracts from CDC. CDC will be consolidating chronic disease contracts in the future. Funding is still uncertain due to Sequestration. Public Health staff have been working with a community group on the Community Gardens project. This project has its own space on our Public Health website.

Office Services Update

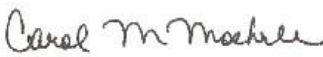
Mrs. Larson reported business as usual.

**NEXT MEETING:** May 16, 2013 at 1:30 pm in the Nez Perce County Office.

**MEETING ADJOURNED:** 3:10 p.m.



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Don Davis  
Board Chairman

Attest: 

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Carol Moehrle, Director  
Secretary to the Board

*Board Minutes approved on* 03-28-2013 .