



# 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
--	--	--	---	---

### MINUTES

## BOARD OF HEALTH MEETING

March 19, 2015

Nez Perce County Office

### Board Members Present:

Don Davis, Chair  
Dave McGraw  
Jerry Zumalt  
John Allen  
Dr. Jefferson  
Shirley Greene

### Staff Present:

Carol Moehrle  
Perri Larson  
Ed Marugg  
Mike Larson

### Excused:

Doug Zenner

### Guests:

Joyce Lyons, Division Director, Behavioral Health, Region 2 H&W

The March 19, 2015 Board of Health meeting was called to order by Chairman Don Davis at 1:26 p.m.

Chairman Davis asked for approval of the February 26, 2015 Board of Health Meeting minutes as mailed.

**MOTION: Shirley Greene moved and Dr. Jefferson seconded the motion to approve the February Board of Health minutes as mailed. Carried unanimously.**

### FINANCIAL REPORT

#### February FY 2015 Financial Report

Ms. Moehrle presented the February financial reports:

As of the February report, we are 66.67% of the way through this fiscal year. February revenue totaled \$417,624 with Year to Date revenue at \$3,292,109. This is 76.44% of the budget amount for the FY. February Personnel expenses totaled \$242,323, with Year to Date Personnel at \$2,152,902 this is 65.53% of the budgeted amount for the FY. Operating Expenses for February are at \$54,012 with Year to Date at \$504,822 this is 56% of the budgeted amount.

Statement of Accounts was reviewed with no further questions.

**MOTION: Dave McGraw moved and John Allen seconded the motion to approve the February Finance report. Carried unanimously.**

### Write-Off Report

Ms. Moehrle presented the February write off report of \$1,084. Discussion held.

**MOTION: Shirley Greene moved and Dr. Jefferson seconded the motion to approve the February write off report. Carried unanimously.**

### **BOARD UPDATES**

#### Board and Administrator

Mr. Davis reviewed the Board and Administrator newsletter. Ms. Greene inquired as to the date of the evaluation of the Director since this was postponed last month. Mr. McGraw asked about the frequency of our audits and whether we rotate auditors.

#### Trustee Updates

In Mr. Zenner's absence, Ms. Moehrle updated the Board on the Trustee call that occurred on March 12, 2015. The Trustees reviewed the Draft Resolution on Immunization Exemptions and recommended that each board review prior to the IAB meeting in June. No edits were recommended by the Trustees. Next call will be held March 26, 2015.

#### Board Member Updates

No updates given.

### **Director's Report**

Ms. Moehrle stated that work has begun on drafting our local budget for FY 2016. She asked for input from the Board on anticipated county contributions. She will prepare the draft budget showing a 3% increase from the counties, as well as the impact with other funding options.

Mr. Marugg reviewed the cottage food bills. House Bill 187 was the replacement for House Bill 106 as the original bill. He also shared a white paper he wrote for the Director and the Board to explain the differences between each bill. As of today, there is no activity with H187. IAC facilitated a conference call with the district directors, several legislators, H&W and many individuals from the industry to discuss how best to move forward. Mr. Marugg also shared a schedule of upcoming meetings that Patrick Guzzle from H&W will be hosting across the state to discuss Food Safety Rules as well as to seek input from the public on cottage foods. Discussion held. Following discussion, at the Board's request, Mr. Marugg will put together talking points for board members who wish to attend the public meetings in Moscow on April 29 and 30, 2015.

Ms. Moehrle gave an update on House Bill 230, the Public Health District's State Appropriation bill for FY 2016. The House and Senate have both passed our appropriation for \$8,719,200.

Ms. Moehrle update the board on Senate Bill 1144, the Idaho Millennium Funds and shared that the local health districts were awarded \$750,000 in funds for FY 2016. The Districts are in the second year of implementing the funding formula for the Millennium funds, and there were no suggestions to edit this formula for next year. PH-INCD will receive \$75,600 for FY 2016, a decrease of \$900 from last year. Discussion held.

### Regional Behavioral Health Update

Mr. Allen reported on recent discussions of the RBHB involving Public Health. Dr. Jefferson stated that things are moving very slowly. Ms. Lyons from H&W added that she feels the Public Health Board is a natural fit for the Behavioral Health board. She stated that since a partnership with BH will be a SHIP component and Public Health will be assisting with the SHIP implementation, this is where the Behavioral Health Board would be best. Discussion held with the new Millennium funding for a Recovery Center in Latah County. Things are moving ahead with that project with future community support being the biggest concern. Discussion held.

### Draft Resolutions

Five resolutions have been proposed by health districts for consideration at the upcoming IAB meeting in June. Each resolution was reviewed and discussion was held on each.

- Improve Healthy Food Choices implementing a traffic light food labeling policy
  - BOH would like to see more information on the intent of this resolution. Who will implement this program? Who will fund this program?
- Supporting prevention of excessive alcohol use.
  - Suggestions to change the Therefore be it resolved state that funding from an increased excise tax would be used to support increased compliance checks, responsible beverage programs and community mobilization.
- Support an Excise tax on electronic nicotine delivery systems.
  - Would be stronger if the language indicated what would be done with the excise tax.
- Support Research on the use of Medical Marijuana Legalization.
  - Jerry asked if the Federal government is doing research that they need support from the State? Or has it been researched too much. Discussion held.
- Support Strengthening immunization exemption language
  - Board is okay with the resolutions and would like to see the language as firm as possible. A question on whether the signatory requirement could require that signatures be notarized?

### Review of Board Actions and Policies 2012-2014

Ms. Moehrle distributed a handout reflecting the board actions over the last two calendar years. This report demonstrates the issues that the board has taken action during their monthly meetings. There are some definite trends and patterns to board of health motions and policy discussions. Monthly patterns include the approval of minutes, financial reports and write-off reports. Yearly patterns include budget approval, election of officers, resolution and policy discussions and approval and setting of fees. There has also been a strong emphasis on strategic planning and quality improvement. Discussion held.

### New Emergent Issues

Ms. Moehrle was asked by Mr. Zenner to begin the discussion on how the Board could move to paperless meetings. Discussion held, and this will be added to next month's agenda as well.

## **Division Updates**

### Environmental Health Update

Mr. Marugg handed out the food program FY 2014 annual report. This trend data shows the number of establishments as well as follow-up investigations, and violations. This report also includes trends and patterns and data on risk factors and frequency of factors out of compliance. Discussion held on the trends in food establishments and future outlook.

### Family and Community Health Update

Mr. Larson updated the board on epi issues. Idaho has had no cases of measles. We have no new cases of Mump on campus since the Christmas holiday and we are approaching 2 cycles of communicability with no new cases.

Home visiting program is moving ahead with a new program manager Kayla Sprenger, who has recently hired 2 new nurses to provide these home visits. Ms. Sprenger will also oversight the SHIP work coming in the future. Discussion held on the recruitment of families for these new home visits.

Health promotion, Heidi Henson is our new program manager. Ms. Henson brings good knowledge and expertise in the Health Promotion program areas and will oversight these contracts. We will hear about additional contracts in Health Promotion in the coming months.

### Office Services Update

Ms. Larson reported the benefits of having all of her staff cross trained. They are able to keep most offices open because her staff travel to any office as needed.

### HR/PIO

Ms. Moehrle reported on the continued work towards Accreditation.

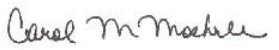
**NEXT MEETING:** Thursday, April 16, 2015 at 1:30 pm in the Public Health office in Nez Perce County.

Budget Hearing: Thursday, May 28, 2015 at 1:00 pm followed immediately by a regular Board of Health meeting in the Public Health office in Nez Perce County.

**MEETING ADJOURNED:** 3:16 p.m.



Don Davis  
Board Chairman

Attest:   
Carol Moehrle, Director  
Secretary to the Board

Board Minutes approved on April 16, 2015.