



# 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

August 27, 2015

Nez Perce County Office

### **Board Members Present:**

Don Davis, Chair  
John Allen  
Dave McGraw  
Doug Zenner  
Shirley Greene  
Dr. Jefferson

### **Staff Present:**

Carol Moehrle  
Tara Biesecker  
Perri Larson  
Rachaell JeanBlanc

### **Excused:**

Jerry Zumalt

The August 27, 2015 Board of Health meeting was called to order by Chairman Don Davis at 12:15 p.m.

### **Executive Session IC 74-206 (b)**

**MOTION:** At 12:15 pm a motion made by Doug Zenner to go into executive session per Idaho Code 74-206 (b) to discuss employee evaluation. Seconded by Shirley Greene. Roll call vote taken from Dr. Jefferson, Shirley Greene, Doug Zenner, John Allen, and Don Davis. Carried unanimously.

Executive Session adjourned at 1:15 pm

Chairman Davis asked for approval of the May 28, 2015 Board of Health Meeting and Budget Hearing minutes as mailed.

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

### **FINANCIAL REPORT**

#### June FY15 Financial Report

Ms. JeanBlanc presented the June financial reports:

As of the June report, we are 100% of the way through this fiscal year. June revenue totaled \$246,827 with Year to Date revenue at \$4,182,775. This is 97.12% of the budget amount for the FY. June Personnel expenses totaled \$256,663, with Year to Date Personnel at \$3,151,302 this is 95.92% of the budgeted amount for the FY. Operating Expenses for June are at \$90,937 with Year to Date at \$821,359 this is 91% of the budgeted amount.

**MOTION:** Dave McGraw moved and Doug Zenner seconded the motion to approve the June Finance report. Carried unanimously.

### Write-Off Report

Ms. JeanBlanc presented the June write off report of \$1,018. Discussion held.

**MOTION: Shirley Green moved and John Allen seconded the motion to approve the June write off report. Carried unanimously.**

### July FY16 Financial Report

Ms. JeanBlanc presented the July financial reports:

As of the July report, we are 84.62% of the way through this fiscal year. July revenue totaled \$960,327 with Year to Date revenue at \$960,327. This is 19.81% of the budget amount for the FY. July Personnel expenses totaled \$367,477, with Year to Date Personnel at \$367,477 this is 9.69% of the budgeted amount for the FY. Operating Expenses for July are at \$37,716 with Year to Date at \$37,716 this is 4% of the budgeted amount.

Statement of Accounts was reviewed with no further questions.

**MOTION: Doug Zenner moved and Dr. Jefferson seconded the motion to approve the July Finance report. Carried unanimously.**

### Write-Off Report

Ms. JeanBlanc presented the July write off report of \$1,054. Discussion held.

**MOTION: Shirley Greene moved and Doug Zenner seconded the motion to approve the July write off report. Carried unanimously.**

### Review of Contracts Signed

Ms. JeanBlanc provided handouts detailing the contracts signed to date.

## **BOARD UPDATES**

### Board and Administrator

Mr. Zenner reviewed the Board and Administrator newsletter addressing the article 'Trust vital in the board and executive relationship'.

### Board Elections

Chairman Davis asked for nominations for Chairman of the Board.

#### Chairman

**MOTION: Doug Zenner moved unanimous consent for Don Davis as Chairman and John Allen seconded the motion. Carried unanimously.**

#### Vice-Chairman

**MOTION: Doug Zenner moved unanimous consent for John Allen as Vice-Chairman and Shirley Greene seconded the motion. Carried unanimously.**

### Trustee

Mr. Zenner currently holds the Trustee position and remains interested. Ms. Greene voiced that she would like to be considered for the Trustee position. Doug Zenner received majority vote to represent the Board of Health as Trustee.

## Board Member Updates

Ms. Moehrle reminded the Board that IAB will be held in Coeur d'Alene on June 8<sup>th</sup> and 9<sup>th</sup>. Ms. Moehrle provided a brief review of the resolutions voted on at IAB. Preventing Excessive Alcohol Use passed with majority; Monitoring the Legalization Medical Marijuana motion failed, a substitution motion included removing the Bureau of Alcohol, Tobacco and Firearms and keeping the United States and Law enforcement, after discussion the substitution passed; Taxing E-Cigarettes was edited to say that the tax income would be dedicated to tobacco cessation passed with majority; Healthy Food Choices with traffic light labeling motion failed; Strengthening Immunizations passed. Discussion held.

## **Director's Report**

### Office of Performance Evaluation

Ms. Moehrle reported that the Office of Performance Evaluation has requested more information regarding health district Reserve Accounts and program costs. Ms. JeanBlanc provided the handouts detailing Cash Balances for the 7 Health Districts that were submitted to the Office of Performance Evaluation. A survey may be sent out to collect further information from District Boards of Health.

### SHIP Update

Ms. Moehrle provided Dr. Epperly's handouts on the Regional Collaborative Interface with the PCMH/Medical Neighborhood and the IHC. Also providing SHIP Health Collaborative talking points from the Idaho Department of Health and Welfare. Our group will now be known as the North Central Health Collaborative. Dr. Epperly is having a kick-off meeting November 5<sup>th</sup> in Boise; Dr. McGrath and Dr. Jefferson will be attending. Discussion held.

### New Employee Update

Ms. Moehrle reported on recent hires. Jennifer Derrick has been hired as the registered nurse who will cover both Orofino and Kamiah. Mandy Crea has been hired as the registered nurse in the Grangeville office. Ellen Merrill has been hired a Health Education Specialist in the Lewiston office. We are waiting for further information prior to hiring a SHIP RN as well as an Administrative Assistant.

### New Emergent Issues

Ms. Moehrle reported that flu vaccine has not been received to date. When it arrives, we will be offering the vaccine to long term care facilities, county employees and staff. Ms. Moehrle provided handouts for 'Close the Gap' Idaho.

## **Division Updates**

### Environmental Health Update

In Mr. Marugg's absence, Ms. Moehrle reported that Public Health has been present at the VOAD Resource Center in Kamiah, Idaho in support of wildland fire victims. In an effort to help those victims rebuild Ms. Moehrle asked the Board to consider waiving the septic permit fees in the future for victims of wildfire. Public Health is also encouraging water testing. Ms. Moehrle asked the Board to consider having Public Health pay for the water testing analysis.

**MOTION: Doug Zenner moved and John Allen seconded the motion to waive septic and water testing fees for victims of wildfire. Carried unanimously.**

Family and Community Health Update

In Mr. Larson's absence, Ms. Moehrle shared an IDHW release that will follow the release of the new vaccination exemption data from the CDC showing Idaho led the nation on school immunization exemption rates during the 2014-2015 school year. Discussion held.

Office Services Update

Ms. Larson reported an increase in requests for immunization records from parents. Ms. Larson will also be hiring for a clerical position in Kamiah.

HR/PIO

Ms. Biesecker reported that the Accreditation Site Visit will be held November 17<sup>th</sup> and 18<sup>th</sup> asking Board members to save the dates in order to attend part of the visit. Ms. Biesecker will provide further details to the Board as she receives them.

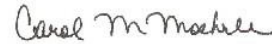
**NEXT MEETING:** Thursday, September 24, 2015 at 12:00 pm in the Public Health office in Lewis County.

**MEETING ADJOURNED:** 3:15 p.m.



\_\_\_\_\_  
Don Davis  
Board Chairman

Attest: \_\_\_\_\_



\_\_\_\_\_  
Carol Moehrle, Director  
Secretary to the Board

*Board Minutes approved on* 2015-9-24.