



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

June 27, 2024

Nez Perce County Office

Board Members Present:

Doug Zenner
Greg Johnson
Mike Ryan
Tom Lamar
Denis Duman
Connie Osborn (virtual)

Staff Present:

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

Excused:**Guests:**

The June 27, 2024, Board of Health meeting was called to order at 2:30 p.m. by Chairman Doug Zenner.

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 Zenner asked for approval of the May 23, 2024, Board of Health Meeting minutes as mailed.

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

Chairman Zenner asked for approval of the May 23, 2024, Budget Hearing Meeting minutes as mailed.

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

DRAFT Financial Report

Ms. JeanBlanc presented the May FY 2024 DRAFT Financial Reports:

As of the May report, we are 92.31% of the way through this fiscal year. May revenue totaled \$5,692,358 with Year-to-Date revenue at \$1,324,216, this is 81.13% actual incoming revenue of the budget for the FY. Personnel expenses totaled \$4,004,760 with Year-to-Date Personnel at \$1,008,814 of the budgeted amount for the FY. Operating Expenses for May are at \$692,404 with Year to Date at \$255,596, this is 73.04% of the budgeted amount.

MOTION: Greg Johnson moved, and Mike Ryan seconded the motion to approve the May Financials as presented. Carried unanimously.

Write-Off Reports

None at this time.

Board Reports

Board & Administrator

Mr. Johnson reviewed the article addressing Nonprofit risk management extends well beyond financial threats, experts say. Many of the most common risks that should be included in risk management plans include fundraising fraud, regulatory compliance, copyright and trademarks, limits on lobbying and political activity and negative exposure from social media. Discussion held.

Trustee Updates

Mr. Johnson reported that himself and Ms. Sprenger attended the Trustee meeting. The agenda called for action on the Millennium Fund and Home Visitation. The Millennium Fund has \$2.1 million; 50% of the appropriations will be a base split evenly between districts and 50% will be divided based on population; D1- 15%, D2 – 5%, D3 – 20%, D4 – 25%, D5 – 10%, D6 – 10%, and D7 – 15%. This formula must stay in place for two years. Discussion held.

The Home Visitation funding will remain the same for the next fiscal year. The directors will have further discussion on the formula moving forward. Discussion held.

Director's Report

Building Updates

Ms. Sprenger reported that the Grangeville office has received a bid for flooring from Skeltons, Lindsley's was unable to provide a bid and we are looking for another business to provide a third bid.

Ms. Sprenger reported that the Lewiston Office will need to replace the skylight windows as several of the seals are bad. There are 44 windows. This was not an anticipated expense but will need to be addressed sooner than later. Discussion held.

Timeline for Social Security Update

Ms. Sprenger reported that the Social Security education will take place November 6th and 7th for both Board members and staff. The State Controller's Office, PERSI and the Social Security Administration will provide a 3-hour training which can be attended in person or via Microsoft Teams. Ballots will be mailed to all staff and board members via mail. Any ballot not returned is a 'NO' vote. A majority vote is required to remain in Social Security. Discussion held.

Oral Health Grant Updates

Ms. Sprenger reported award and receipt of a \$10,000 from the Lewis Clark Valley Health Care Foundation and a \$10,000 Delta Dental Oral Health Equipment Grant to assist with the purchase of dental/oral health equipment.

Community Health Updates

Kathryn (Kate) Wilson is the new program manager for Community Health. Kate is doing a great job and Public Health is so fortunate to have her.

Audit Services

Ms. Sprenger reported that the Legislative Services Office is unable to provide our audit this year until the Fall. This would place our audit three years out from the last putting us in a high-risk category. After researching

private auditing firms and talking with other health districts, Zwygart John Certified Public Accountants has provided us with a contract for review. This firm will be half the cost with a 3-month turn around. Moving forward audits will be done annually. Discussion held.

Program Reports

Communicable Disease

Mike Larson, Division Administrator, reported that this is the time of year for individuals to be interacting with wildlife. Specimens have been sent in, but nothing positive for rabies yet. Staff are working with individuals with gastrointestinal issues due to unfiltered water consumption. Discussion held.

Environmental Health

Sherise Bruce, Environmental Health Director, reported that staff have been very busy with sewer activity. Staff are also busy with lots of food events. Discussion held.

Office Services

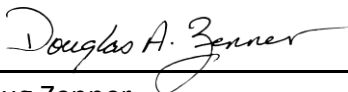
Perri Larson, Office Services Supervisor, reported that the newly hired staff are doing phenomenal.

Human Resources

Ms. Macke reported working with staff and the Office of Group Insurance due to the switch from Blue Cross of Idaho to Regence Blue Shield. To add to the confusion, Medical and Vision, will be through Regence while Dental remains with Blue Cross. Also, working with LUMA to provide our new Director with the rights needed to function as a director; this has been very challenging. Discussion held.

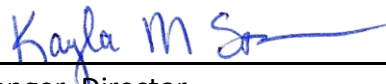
NEXT MEETING: Thursday, August 22, 2024, at 2:30 p.m. at the Public Health office in Nez Perce County. The meeting will be available via Microsoft Teams and in person.

MEETING ADJOURNED: 3:25 p.m.



Doug Zenner
Board Chairman

Attest:



Kayla Sprenger, Director
Secretary to the Board

Board Minutes approved on August 22, 2024.