



Public Health

Idaho North Central District

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MINUTES
BOARD OF HEALTH MEETING
September 25, 2014
Nez Perce County Office

Board Members Present:

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

Staff Present:

Carol Moehrle
Perri Larson
Mike Larson
Adam Dawson
Tara Biesecker
Ed Marugg

Excused:

Guests:

The September 25, 2014 Board of Health meeting was called to order by Chairman Don Davis at 1:20 p.m.

Chairman Davis asked for approval of the August 21, 2014 Board of Health Meeting minutes as mailed.

MOTION: Rose Gehring moved and John Allen seconded the motion to approve the August 21, 2014 Board of Health minutes as presented. Carried unanimously.

Chairman Davis asked for a motion to approve the agenda as amended to include reference to our District Strategic Plan.

MOTION: Doug Zenner moved and John Allen seconded the motion to approve the September 25, 2014 Board of Health agenda as amended. Carried unanimously.

FINANCIAL REPORT

August FY 2015 Financial Report

Mr. Dawson presented the June financial reports:

As of the August report, we are 19.23% of the way through this fiscal year. August revenue totaled \$260,930 with Year to Date revenue at \$1,180,840. This is 28.19% of the budget amount for the FY. August Personnel expenses totaled \$343,809, with Year to Date Personnel at \$589,808 this is 17.95% of the budgeted amount for the FY. Operating Expenses for August are at \$88,649 with Year to Date at \$160,783 this is 19% of the budgeted amount.

Statement of Accounts was reviewed with no further questions.

MOTION: Doug Zenner moved and Rose Gehring seconded the motion to approve the August Finance report. Carried unanimously.

Write-Off Report

Mr. Dawson presented the August write off report of \$1,321. Discussion held.

MOTION: Dr. Jefferson moved and Rose Gehring seconded the motion to approve the August write off report. Carried unanimously.

Ms. Moehrle provided copies and reviewed the 2011 and 2012 Audit Reports each having no findings. Discussion held.

MOTION: Rose Gehring moved and Doug Zenner seconded the motion to approve the 2011 and 2012 Audit Reports. Carried unanimously.

BOARD UPDATES

Board and Administrator

Mr. Zenner thanked the Board for treating one another with respect; this allows us to focus on overseeing the organization so it can deliver services and meet its mission.

Trustee Updates

Mr. Zenner had nothing new to report at this time. Ms. Moehrle informed the Board that District 4 is hosting IAB this year and has provided an evaluation of cost for this event. The Board is in favor of the continuation of annual IAB Conferences.

Board Member Updates

Mr. Zenner reported on the September 9th Groundwater Meeting.

Board of Health By-laws

Ms. Moehrle asked that the Board review the Alternate Trustee language. Ms. Moehrle will return with an updated version of By-laws minus the language for an Alternate Trustee.

Director's Report

Policy Review

The Board reviewed 5 policies at this meeting:

FMLA Leave

Sick Leave

Vacation Leave

Special Leaves

Leave Donation

The FMLA Leave, Sick Leave, Vacation Leave, Special Leaves, Leave Donation Policies were reviewed and discussed.

MOTION: Shirley Greene moved, and Doug Zenner seconded the motion to approve the policies; FMLA Leave, Sick Leave, Vacation Leave, Special Leaves, Leave Donation. Carried unanimously.

Flu Vaccine Discussion

Ms. Moehrle reviewed the types of vaccine and their cost asking the Board to support a fee of \$35 for Quadrivalent vaccine and permission to bill county employee insurance.

MOTION: Shirley Greene moved and Doug Zenner seconded the motion to approve a \$35 Fee and the billing of county employee insurance. Carried unanimously.

Delegation of Authority

Ms. Moehrle provided, presented and reviewed the Delegation of Authority, Idaho Code and IDAPA rules request the Board approve and sign the Delegation of Authority.

MOTION: Shirley Greene moved and Doug Zenner seconded the motion to approve and sign the Delegation of Authority as presented. Carried unanimously.

Regional Behavioral Health Update

Mr. Allen reported that the BHB has several subcommittees working on by-laws, children's mental health and needs and gaps. They will elect officers at an upcoming meeting.

SHIP Update

Ms. Moehrle provided fact sheets and a PowerPoint presentation informing the Board of Health of the proposed policy impacts of the Idaho Statewide Healthcare Innovation Plan (SHIP). Ms. Moehrle addressed the intended impacts as well as the unintended impacts of the plan. Potential Public Health roles and responsibilities were also discussed.

New Emergent Issues

Ms. Moehrle proposed the purchase of 3 new vehicles to replace those within our fleet that have been grounded due to recall.

MOTION: Shirley Greene moved and Dr. Jefferson seconded the motion to approve the purchase of 3 new vehicles. Carried unanimously.

Ms. Moehrle proposed the purchase of 20 new computers and upgrades to the software.

MOTION: Shirley Greene moved and Dr. Jefferson seconded the motion to approve the purchase of 20 new computers and upgrades to software. Carried unanimously.

Ms. Moehrle requested a motion for an overall budget adjustment to include funds for the purchase of the vehicles, computers and software updates.

MOTION: Shirley Greene moved and Dr. Jefferson seconded the motion to approve the amendment to the budget for the purchase of vehicles, computers and software. Carried unanimously.

Division Updates

Family and Community Health Update

Mr. Larson reported on Ebola and the potential for cases in District 2. The Ebola epidemic continues to be the top Epi story with suspect and confirmed cases being 3707 (1848 lab confirmed), with suspected and confirmed deaths being 1848. No spread of the illness has occurred in the United States. Currently there is one American patient that contracted the illness in Africa being treated in Nebraska, with the other two patients previously being treated at Emory University having fully recovered from the illness.

Mr. Larson reported on the enterovirus explaining that we now have confirmed cases in southern Idaho. Cases of EV-68 were first identified in California in 1962, with few known cases since. There are now outbreaks of a severe respiratory syndrome in children in Missouri, Illinois, Colorado, Iowa, Kansas, and Kentucky that have been associated with the virus. There have been no deaths associated with this latest reoccurrence, and spread is thought to be person to person through coughs and sneezes that spread saliva, nasal mucus, or sputum. Local testing for an Enterovirus can be done, but confirmatory testing specific to this illness requires sending the specimen to the CDC.

Mr. Larson provided and reviewed a Communicable Disease Report summary for FY2012 – FY2014. Discussion held.

Mr. Larson introduced the Let's Move! Child Care program; free workshops for child care providers committed to healthy early care. This program is also a focus within our Community Health Improvement Plan.

Office Services Update

Ms. Larson reported business as usual.

Environmental Health Update

Mr. Marugg (reported on the recent closure of a food establishment due to lack of refrigeration. The facility has been reopened after requiring the purchase of a new commercial refrigeration unit.

Mr. Marugg inquired if the Board would like to remain on the distribution list for Air Quality Advisories. With wildfire season winding down, it appears that while the region had without a doubt the worst wildfire smoke in the State this summer, it was not long lived and overall wasn't as bad as we have had in the past couple of years. Per Board request, they will remain on the list.

Mr. Marugg reported Because of the recent attention that the Enterovirus D68 is getting around the country, the Public Health Preparedness staff have been working with the hospitals in the region to get information regarding cases of pediatric respiratory illness in order to try determine whether we actually have any cases or not. We were requested by the State to activate the Idaho Resource Tracking System (IRTS) to work with the hospitals to get that information and get it to the State Epidemiologist. He also provided and reviewed our Internal Emergency Procedures Manual.

HR/PIO

Ms. Biesecker reported on the staff's progress towards accreditation process.

Executive Session

MOTION: At 3:50 a motion made by Doug Zenner to go into executive session

per Idaho Code 67-2345 (b) to discuss legal matters. Seconded by Rose Gehring. Roll call vote taken from Don Davis, Dr. Jefferson, John Allen, Shirley Greene and Dave McGraw. Carried unanimously.

NEXT MEETING: November 13, 2014 at 1:30 pm in the Nez Perce County Office.

MEETING ADJOURNED: 4:15 p.m.



Don Davis
Board Chairman

Attest: _____



Carol Moehrle, Director
Secretary to the Board

Board Minutes approved on 11-13-2014 .