



Public Health

Idaho North Central District



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MINUTES

BOARD OF HEALTH MEETING

March 28, 2019

Nez Perce County Office

Board Members Present:

Dave McGraw, Chair
Greg Johnson
Connie Osborn
Mark Frei
Doug Zenner
Dr. Jefferson

Staff Present:

Carol Moehrle
Mike Larson
Rachaell JeanBlanc
Tara Macke
Perri Larson

Excused:

Rick Winkel

Guests:

The March 28, 2019, Board of Health meeting was called to order at 9:30 a.m. by Chairman McGraw.

Additional Agenda Items

NA

Chairman McGraw asked for approval of the February 28, 2019, Board of Health Meeting minutes as mailed.

MOTION: Connie Osborn moved, and Doug Zenner seconded the motion to approve the February Board of Health Meeting minutes. Carried unanimously.

FINANCIAL REPORT

February FY 2019 Financial Report

Ms. JeanBlanc presented the February financial reports:

As of the February report, we are 65.38% of the way through this fiscal year. February revenue totaled \$356,195 with Year-to-Date revenue at \$1,641,028. This is 68.06% Actual incoming revenue of the budget for the FY. February Personnel expenses totaled \$270,689, with Year-to-Date Personnel at \$2,158,373 this is 58.61% of the budgeted amount for the FY. Operating Expenses for February are at \$97,862 with Year to Date at \$579,090 this is 51.03% of the budgeted amount.

MOTION: Greg Johnson moved, and Doug Zenner seconded the motion to approve the February Financials as presented. Carried unanimously

Write-Off Report

Ms. JeanBlanc presented the February write-off report of \$770. Discussion held.

MOTION: Dr. Jefferson moved, and Doug Zenner seconded the motion to approve the February write-off report as presented. Carried unanimously

BOARD UPDATES

Board & Administrator Article Review

Commissioner Zenner reported that the Board is a board of the future; the board is committed to the mission, is willing to give time and is respectful to other board members and staff. Commissioner Zenner requested that the Board Code of Ethics be signed annually and be provided to all at IAB. Discussion held.

Trustee/Executive Council Updates

Commissioner Zenner reported on HO277 the House proposal to determine Medicaid eligibility. House Bill 277 establishes work requirements to remain eligible for Medicaid; this bill is being held in Senate Health & Welfare Committee for now. Discussion held.

Board Member Updates

Commissioner McGraw reported that the initial buyers of Syringa Trailer Park have backed out.

Commissioner Zenner reported that Nez Perce County is currently looking at location options for a new courthouse with a minimum of 7 acres and a maximum of 10 acres. The Nez Perce County Court House is currently gun free; security options are also being researched.

Connie Osborn reported that Gritman continues to monitor the flu numbers and suspected measles cases.

Dr. Jefferson reported 16 undergraduate medical students are volunteering for the SRCC.

Commissioner Frei that Idaho County is preparing to develop a Planning and Zoning Commission.

Commissioner Johnson reported that houses are being moved in Lewis County in preparation for the new clinic; the houses are to be moved by April 1st prior to groundbreaking. Lewis County Sheriff's office is providing service in Kamiah in the absence of the Kamiah Marshal's Office.

Ms. Moehrle provided Regional Crisis Response Advisory Committee By-Laws for review and approval. Joyce Lyons, project manager, will manage this Board and provide updates to the Board of Health on a quarterly basis.

MOTION: Doug Zenner moved, and Dr. Jefferson seconded the motion to approve the Regional Crisis Response Advisory Committee By-Laws as presented. Carried unanimously.

Ms. Moehrle reported that the Regional Crisis Response model with the hospitals is being revised due to strict hospital regulations. Ms. Osborn referred to EMTALA which is a federal law that requires hospital emergency departments to medically screen every patient who seeks emergency care and to stabilize or transfer those with medical emergencies, regardless of health insurance status or ability to pay. Moving forward, when an individual in crisis checks in through the emergency department, has an assessment because they are a voluntary patient and not a risk to themselves or others yet do need that quiet space the hospital will then call the crisis center in Moscow or Lewiston to arrange for the patient to access the crisis center for counseling and assistance with safety planning at home. On-call staff will be licensed professionals with billing capacity. Discussion held.

Director's Report

IAB Topics/Agenda

Ms. Moehrle provided and reviewed a DRAFT IAB agenda as well as registration forms. These forms have been sent to all of the Health Districts and are due back by May 17th. Discussion held.

DRAFT Resolutions

Ms. Moehrle provided and reviewed DRAFT E-Cigarettes and Senior Cognitive Health policy resolutions for Board consideration. PH-INCD has researched both issues, as documented in the resolution footnotes, and has determined a need and a gap in current programs and policies to address these issues. The Boards of Health will consider these policy resolutions in June at the Idaho Association of Local Boards of Health meeting. Discussion held.

Facility Expense Analysis Report

Ms. Moehrle provided and reviewed the FY2018 Facilities Analysis. This report analyzes total expenses per facility, square footage, services provided and ultimately cost of the facility per square foot.

Employee Data Report

Ms. Moehrle provided and reviewed employee data for both 2018 and 2019. The report provides number of staff, average years of service, average age job class and employees eligible for retirement.

Overtime and Hours of Work Policy

Ms. Moehrle provided and reviewed the Overtime and Hours of Work Policy. This policy has been updated to include a more detailed definition of 'time worked for more than on State department' and an agreement form for 'alternative work schedules'. Ms. Macke will provide a version of the policy with the updates highlighted for the April Board of Health packets to be mailed.

Division Updates

Environmental Health Update

Mr. Marugg reported that the legislation on food fees passed and became effective on March 18th. These fees have been updated within our data management system and we are charging those new fees. Some fees will be effective July 1, 2019, and some will be phased in in January. A late fee for food licenses will need to be set by the Board prior to July. Some establishments that renewed their fees under the previous schedule may need to be refunded.

Mr. Marugg thanked everyone who has participated in revising the Non-Municipal Solid Waste Guidance; District 2's Regional Solid Waste Advisory Committee's efforts were instrumental in these necessary changes.

Family and Community Health Update

Mr. Larson reported that influenza numbers continue to decrease. Initially the primary subtype of influenza being seen was H3N2 which was a bit more severe, for the bulk of the season the primary subtype switched to H1N1 which is not as severe, at the very end of the season it is back to subtype H3N2 accounting for the reports of significant illness in our District.

Mr. Larson reported that there are no cases of measles in our area to date; several epidemiological investigations have taken place. Discussion held.

Office Services

Ms. Larson reported business as usual.

HR/PIO

Ms. Macke will continue to finalize details for the 2019 IAB to be held June 19th and 20th in our Lewiston office.

Executive Session per IC 74-206 (b)

MOTION: At 11:05 p.m. Doug Zenner moved, and Greg Johnson seconded the motion to enter Executive Session per IC74-206 (b). Roll call Doug Zenner, Dave McGraw, Dr. Jefferson, Mark Frei, Connie Osborn, and Greg Johnson. Carried unanimously.

NEXT MEETING: Thursday, April 25, 2019, the Board meeting will begin at 9:30 a.m. at the Public Health office in Nez Perce County.

MEETING ADJOURNED: 11:55 a.m.



Dave McGraw
Board Chairman

Attest: 

Carol Moehrle, Director
Secretary to the Board

Board Minutes approved on April 25, 2019.