



Public Health

Idaho North Central District



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MINUTES

BOARD OF HEALTH MEETING

May 23, 2019

Nez Perce County Office

Board Members Present:

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

Staff Present:

Carol Moehrle
Mike Larson
Rachael JeanBlanc
Tara Macke
Perri Larson

Excused:

Dr. Jefferson

Guests:

The May 23, 2019 Board of Health meeting was called to order at 9:25 a.m. by Chairman McGraw.

Additional Agenda Items

NA

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

MOTION: Doug Zenner moved and Rick Winkel seconded the motion to approve the February board of Health Meeting minutes. Carried unanimously.

FINANCIAL REPORT

March FY 2019 Financial Report

Ms. JeanBlanc presented the March financial reports:

As of the March report, we are 75% of the way through this fiscal year. March revenue totaled \$258,565 with Year to Date revenue at \$3,748,254. This is 72.95% Actual incoming revenue of the budget for the FY.

March Personnel expenses totaled \$270,247, with Year to Date Personnel at \$2,428,620 this is 65.95% of the budgeted amount for the FY. Operating Expenses for March are at \$66,099 with Year to Date at \$645,190 this is 56.86% of the budgeted amount.

Write-Off Report

Ms. JeanBlanc presented the March write-off report of \$364. Discussion held.

April FY 2019 Financial Report

Ms. JeanBlanc presented the March financial reports:

As of the April report, we are 83.33% of the way through this fiscal year. April revenue totaled \$509,131 with Year to Date revenue at \$4,257,385. This is 82.86% Actual incoming revenue of the budget for the FY. April Personnel expenses totaled \$270,824, with Year to Date Personnel at \$2,699,444 this is 73.3% of the budgeted amount for the FY. Operating Expenses for March are at \$72,224 with Year to Date at \$717,413 this is 63.22% of the budgeted amount.

MOTION: Rick Winkel moved and Doug Zenner seconded the motion to approve the March and April Financials as presented. Carried unanimously.

Write-Off Report

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

MOTION: Greg Johnson moved and Rick Winkel seconded the motion to approve the March and April write-off reports as presented. Carried unanimously

BOARD UPDATES

Board & Administrator Article Review

Commissioner Zenner complimented the Board for being on time for meetings and focusing on objectives. Discussion held.

Trustee/Executive Council Updates

Commissioner Zenner reported that the Trustees will meet June 19th prior to the IAB meeting. Discussion held.

Board Member Updates

Commissioner McGraw reported that Syringa Trailer Park is for sale for \$300 and the sewer lagoon will be taken care of prior to the sale.

Connie Osborn, Gritman Hospital reported that they have successfully recruited a neurologist, a pulmonologist and an oncologist. Three primary care positions for Moscow Family Medicine as well as a physician for Quick Care have also been recruited.

Commissioner Zenner reported that Nez Perce County is seeing more septic issues due to subdividing and parceling out.

Commissioner Winkel reported a tentative deal with Clearwater Valley Hospital to purchase their hospital from the county.

Commissioner Johnson reported that five homes have been moved to allow for the expansion of Clearwater Valley Hospitals Clinic, four of which were relocated in Lewis County.

Proxy Votes for IAB

Commissioner McGraw requested a proxy in case he is unable to attend. Commissioner Frei requested copies of each resolution to be voted upon; he will complete his proxy and return as soon as possible.

IAB Agenda Items

Ms. Moehrle provided and reviewed the Trustee Agenda, Executive Committee Agenda, IAB Agenda and IAB Business Meeting Agenda. Edits will be made. Discussion held.

Director's Report

Overtime and Hours of Work Policy

Ms. Moehrle provided and reviewed the Overtime and Hours of Work Policy with areas of change highlighted. This is the second reading.

MOTION: **Greg Johnson moved and Rick Winkel seconded the motion to approve the Overtime and Hours of Work Policy as presented. Carried unanimously.**

CEC Matrix

Ms. Moehrle provided and reviewed the FY2020 CEC Matrix. Discussion held.

MOTION: **Rick Winkel moved and Doug Zenner seconded the motion to approve the FY2020 CEC Matrix as presented. Carried unanimously.**

Draft Resolutions

The following draft resolutions were provided and discussed:

- Opposing Legalization of Recreational Marijuana
- Supporting Evidence-Based Home Visiting
- Supporting Tobacco 21

Rural Crisis Response Advisory Board

Ms. Moehrle provided the suggested Advisory Board members and a PH-INCD Organizational Chart to show the lines of communication.

MOTION: **Greg Johnson moved and Rick Winkel seconded the motion to approve the Rural Crisis Advisory Board Members as presented. Carried unanimously.**

Environmental Health Fee Proposal

In Mr. Marugg's absence, Ms. Moehrle provided and reviewed the suggested adjustments to the Environmental Health Fee schedule to begin July 1, 2019. This is an effort to better align with all Health Districts and recuperate costs.

MOTION: **Rick Winkel moved and Greg Johnson seconded the motion to approve the Environmental Health Fee Proposal as presented. Carried unanimously.**

Executive Order No. 2019-02 Red Tape Reduction Act

The Public Health Districts have two rules in IDAPA; one that governs the Board of Health's authority to set fees and one that talks about the appeal process. The Governor's office would like these removed to conform with his Red Tape Reduction Act. Discussion held.

Conference Room Space

Ms. Moehrle asked for guidance fulfilling the high demand of room requests for the newly remodeled conference rooms. The Board requests that we adjust our conference room agreement to require any request have a health component and be conducive to business hours when staff are not attendees. The Board asked that any issues be presented to the Board.

Division Updates

Family and Community Health Update

Mr. Larson provided the Epidemiology Report for FY18 detailing disease totals by county as well as an Epidemiology Report Comparing FY17 and FY18 overall totals for our District. 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.


New and Emergent Issues

NEXT MEETING: Thursday, August 8, 2019 the Board meeting will begin at 9:00 a.m. at the Public Health office in Nez Perce County.

MEETING ADJOURNED: 11:30 a.m.



Dave McGraw
Board Chairman

Attest: 
Carol Moehrle, Director
Secretary to the Board

Board Minutes approved on August 8, 2019.