

BOARD OF HEALTH AGENDA
Thursday Feb 8, 2024
10:00 a.m.

Eastern Idaho Public Health – Conference Room
 1250 Hollipark Drive, Idaho Falls

Present:

Board of Health Member

Commissioner Blair Dance, Chairman
 Commissioner Brent Mendenhall, Vice Chair / Trustee
 Commissioner Bob Heneage
 Commissioner Shayne Young
 Commissioner Greg Shenton
 Commissioner Jon Walker
 Commissioner Leah Madsen (Zoom)
 Commissioner Steve Smith (Absent)
 Dr. Aaron Gardner

Staff Members

James Corbett, EIPH Director
 Kellye Johnson
 Amy Gamett
 Steven Thomas
 Holly Whitworth
 Christina Capel
 Sara Morrell

1. Chairman Dance called the Eastern Idaho Public Health (EIPH) Board Meeting to order at 10:06am.
2. Public Comment.....Chairman Dance
 No public comment was received.
3. Approval of Consent Agenda (**Action**).....Chairman Dance
 - a. Approval of October 26, 2023, Board of Health Meeting Minutes
 - b. Subgrant Review and Ratification
MOTION: Commissioner Bob Heneage motioned to approve the consent agenda.
SECOND: Commissioner Greg Shenton
ACTION: MOTION CARRIED UNANIMOUSLY
4. Fiscal Year 2024 Budget Discussion James Corbett
 - a. FY 2021 and FY 2022 Financial Audit Report
 - i. We get our financial reports and audits from the Legislative Services Office (LSO) and have had no issues recently with timeliness and thorough audit approach.
 - ii. Our 2021 and 2022 audits were smooth, results were given quickly, and they found no issues.
 - iii. The preference of EIPH is to continue to work with LSO for future audits, especially considering that they are familiar with Luma and everything this transition entails:
 - b. Board of Health Financial Report
 - i. Summary of annual trends, current budget, and spending levels.
 - c. Reserve Account Detail (**Action**)
 - i. Designated operating funds are allotted in addition to the annual budget. Currently, those funds are built up with left over budget at the end of each fiscal year.
 - ii. Budgeting would be more logical if the items currently categorized as designated operating funds were moved into the main budget or into capital reserves.
 - 1) Legal Defense and Public Health Emergency funds would be moved to capital reserves while IT Enhancements, Future Vehicle Purchases, and Building Maintenance would be moved to the main budget.

MOTION: Commissioner Shayne Young moves to move the Legal Defense and Public Health Emergency Funds to a capital reserve.

SECOND: Commissioner Brent Mendenhall

ACTION: MOTION CARRIED UNANIMOUSLY

d. FY 2024 Spending Authority Increase (Action)

- i. Due to a new Public Health Infrastructure subgrant received from the CDC through the Idaho Department of Health and Welfare, EIPH has received \$441,787 which cannot be spent without receiving an increase in Spending Authority from the Board.

MOTION: Commissioner Brent Mendenhall moves to approve the increase in spending authority to the amount of \$441,787 extra.

SECOND: Commissioner Greg Shenton

ACTION: MOTION CARRIED UNANIMOUSLY

- 5. EIPH Fees (Action) James Corbett
 - a. Overview of changes to Clinical Services fees including small wording change, consistent influenza cash price, as well as a few price changes due to increased lab fees.
 - b. No changes have been made to Environmental Health fees at this time.
 - c. Discussion about whether Conference Room Fees should remain as part of the policy or be removed.

MOTION: Commissioner Shayne Young moves to accept the changes to the fees as presented as well as to do away with the conference room fees.

SECOND: Commissioner Bob Heneage

ACTION: MOTION CARRIES UNANIMOUSLY

- 6. IADBH Report James Corbett and Commissioner Brent Mendenhall
 - a. The IADBH conference will be held in our district this year. We have proposed to the other districts that it be held on the 4th Wednesday in October this year and every year moving forward.

- 7. Employee Handbook (Action) James Corbett
 - a. Overview of minor changes cleaning up language as well as adding the previously approved Policy on Continuing Education to the Handbook.

MOTION: Commissioner Brent Mendenhall moves to approve amendments and changes made to Employee Handbook as outlined.

SECOND: Commissioner Greg Shenton

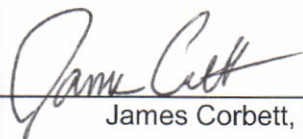
ACTION: MOTION CARRIED UNANIMOUSLY

- 8. Septic Audit Review Kellye Johnson
 - a. Review of recent allegations brought against EIPH and investigations that resulted in finding no merit to the claims.
- 9. Septic Systems and Increased Flow Referral Policy James Corbett
 - a. Discussion clarifying our line for getting involved in septic issues. A detailed policy of how we will handle future issues and referral packages to DEQ will be brought before the board in May 2024 meeting.

10. Director's UpdateJames Corbett
- a. Legislative Update
 - i. Update on current legislative session and proposed bills that may affect EIPH and our daily operations.
 - b. Employee Survey
 - i. Overview of preliminary results of annual employee survey.
 - c. Office Closures
 - i. Beginning of a discussion concerning how office closures should be treated. Commissioners are invited to consider the needs of their counties and this discussion will be continued in future meeting.
 - d. 2024 Board of Health Calendar
 - i. Due to the IADBH meeting being held on the 4th Wednesday of October, our October Board of Health Meeting will be moved.
 - e. Next Board Meeting Agenda Items
 - i. Commissioners are invited to please reach out with any concerns they may be hearing from their county populations as well as any other items they would like to see discussed in future Board Meetings.
11. Changes to Board of Health Personnel
- a. Chairman Dance acknowledges the passing of the former board member from Custer County, Wayne Butts, in January and expresses the gratitude of the board for the time he spent on the board.
 - b. James Corbett also acknowledges the appointment of Steve Smith from Custer County to complete the remainder of Wayne Butts' term on the board.
12. Adjourn
- a. Chairman Dance adjourned the meeting at 1:19pm. The next meeting will be May 2, 2024.



 Commissioner Blair Dance, Chairman



 James Corbett, Secretary