

BOARD OF HEALTH MINUTES

Thursday May 2, 2024

10:00 a.m.

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

Present:

Board of Health Members

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 (Excused)
Dr. Aaron Gardner

Staff Members

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

1. Chairman Dance called the Eastern Idaho Public Health (EIPH) Board Meeting to order at 10:05am.
2. Public Comment.....Chairman Dance
No public comment was received.
3. Approval of Consent Agenda (**Action**)Chairman Dance
 - a. Approval of Feb 2, 2024, Board of Health Meeting Minutes
 - b. Subgrant Review and Ratification
 - c. Board of Health Financial Report

MOTION: Commissioner Greg Shenton motioned to approve the consent agenda as presented
SECOND: Commissioner Bob Heneage
Discussion: Clarification concerning the subgrant ratification that the \$80,000 COVID funds will not be fully used and will serve the purpose of funding vaccines for uninsured individuals.
ACTION: MOTION CARRIED UNANIMOUSLY
4. EIPH FY 2025 Budget Approval and Employee Compensation Plan (**Action**)James Corbett
 - a. Employee Compensation Plan
 - i. EIPH follows the state schedules for employee compensation which have been changed slightly in their wording. EIPH will adopt these changes as well.
 - ii. EIPH is requesting a 3% wage increase for all employees who have achieved at least a 'meets expectations' on their employee evaluation, to be enacted with the first paycheck of Fiscal Year 2025 starting July 1.
 - iii. EIPH is also requesting spending authority to pay out a bonus for all employees. This bonus will be funded through public health infrastructure grant. Bonus size will be determined by a formula factoring a combination of longevity and budgeted hours.

MOTION: Commissioner Brent Mendenhall motioned to utilize infrastructure grant funding for retention bonuses based on longevity and budgeted hours as displayed in the bonus matrix.
SECOND: Commissioner Bob Heneage

ACTION: MOTION CARRIED UNANIMOUSLY

MOTION: Commissioner Greg Shenton motioned to approve the employee compensation plan as presented.

SECOND: Commissioner Shayne Young

ACTION: MOTION CARRIED UNANIMOUSLY

b. 2025 Budget Approval

i. The total budget for Fiscal Year 2025 is proposed to be \$10,580,272

1) \$400,000 will be moved to designated funds as follows for FY 2025.

a. \$200,000 for Building Maintenance

b. \$100,000 to Vehicles

c. \$100,000 IT Infrastructure and Cybersecurity

ii. EIPH is requesting a 3% increase in county contributions.

1) It is noted that occasional small increases in county contributions prevents an eventual large hike that would strain county budgets.

MOTION: Commissioner Shayne Young motioned to approve EIPH and spending authority for \$10,580,272 including \$400,000 designated fund.

SECOND: Commissioner Jon Walker

ACTION: MOTION CARRIED UNANIMOUSLY

5. EIPH Office Hours James Corbett
- a. Discussion about office hours throughout the counties and whether the current hours are appropriate for the population of each county.
 - i. Moving forward, any changes will be discussed with county commissioners and take their input into account.
6. Measles Education James Corbett & Dr. Gardner
- a. Overview of current measles data in the US and Idaho.
7. Septic Systems and Increased Flow Referral Policy (**Action**) James Corbett
- a. Presentation of final policy for septic non-compliance and EIPHs response procedure.
- MOTION: Commissioner Brent Mendenhall motioned to adopt revised policy for Septic Systems and Increased Flow Referrals.**
- SECOND: Commissioner Shayne Young**
- ACTION: MOTION CARRIED UNANIMOUSLY**
8. Director's Update James Corbett
- a. County Snapshot
 - i. Individual overviews of the services provided and statistics for each county in the district.
 - b. Legislative Reception
 - i. Proposed to change from one event for all legislators in our district to meeting individually with those from each legislative district in smaller gatherings.
 - c. Solid Waste
 - i. Public Health Boards have certain responsibilities in solid waste site regulation due to a statute. These responsibilities cross over with DEQ's responsibilities and get a bit muddy. This is something that will likely be discussed at the IADBH Meeting in October.
 - d. IACC Meeting in June

- i. If you ever think of something that could benefit the IAC, please pass the message along.
- e. IADBH Meeting in October
 - i. Review of potential agenda for the IADBH meeting in October to be hosted by EIPH.

9. Executive Session -Personnel Matter [Idaho Code 74-206(1)(b)] **(Action)**..... Chairman Dance
MOTION: Commissioner Blair Dance motioned to go into executive session to discuss personnel matters under Idaho Code 74-205(1)(b) at 1:36pm.
ROLL CALL VOTE: Dr. Gardner, aye; Commissioner Shayne Young, aye; Commissioner Greg Shenton, aye; Commissioner Jon Walker, aye; Commissioner Bob Heneage, aye; Commissioner Brent Mendenhall, aye, and Chairman Blair Dance, aye.

Exited executive session at 2:40pm from the evaluation of Director Corbett.

MOTION: Commissioner Brent Mendenhall motioned to move Director James Corbett to policy on schedule Q (\$67.02) with a note that Director's Corbett performance has been found to be very favorable.

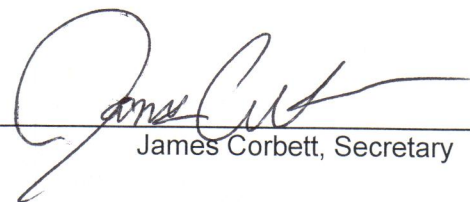
SECOND: Commissioner Shayne Young

ACTION: MOTION CARRIED UNANIMOUSLY

10. Adjourn
Chairman Dance adjourned the meeting at 2:45. Next meeting to be held as Budget Committee in June 2024.



Commissioner Blair Dance, Chairman



James Corbett, Secretary