

**BOARD OF HEALTH MINUTES**  
**June 16, 2022**  
**9:15 a.m.**

Present:

**Board of Health Members**

Commissioner Bryon Reed, Chairman  
Commissioner Brent Mendenhall, Vice Chair / Trustee  
Bill Leake  
Commissioner Blair Dance,  
Commissioner Shayne Young  
Dr. Aaron Gardner, MD  
Commissioner Leah Madsen (Virtual)  
Commissioner Greg Shenton  
Commissioner Wayne Butts

**Staff Members**

James Corbett  
Kellye Johnson  
Steven Thomas  
Cheryl O'Connell

1. **Call Board Meeting to Order**

Chairman Reed called the meeting to order at 9:10 a.m.

2. **Public Comment**

No public comment

3. **Approval of Consent Agenda**

**MOTION:** Commissioner Shenton made a motion to approve the June 16, 2022, Consent Agenda.

**SECOND:** Commissioner Mendenhall

**ACTION:** MOTION CARRIED UNANIMOUSLY

4. **Board of Health Appointments**

- **Reappointment for Clark County and Custer County Representatives.**

Commissioner Shenton and Commissioner Butts were elected by their Commissions to continue the Eastern Idaho Public Health Board of Health. A majority vote by the commissions has been received.

- **Election of Board Officers**

Following discussion.

**MOTION:** Commissioner Mendenhall made a motion to nominate Commissioner Dance as Chairman of the Eastern Idaho Public Health Board of Health.

**MOTION:** Commissioner Young made a motion to cease nominations.

**ACTION:** MOTION CARRIED UNANIMOUSLY

**MOTION:** Commissioner Butts made a motion to nominate Commissioner Mendenhall to continue as the Vice Chair/Trustee.

Commissioner Dance made a motion to cease nominations.

**ACTION:** MOTION CARRIED UNANIMOUSLY

5. **Idaho Association of District Board of Health (IAB) Report**

- The meeting was held virtually and hosted by District 4.
- Commissioner Mendenhall provided an update on the Idaho Association of District Boards of Health. He reviewed the resolutions voted on by IAB members. Discussion was held on IAB resolutions.

- The meeting will be held person next year in Coeur d'Alene and hosted by District 1.

6. **Update on Environmental Health Enforcement Action (Babcock)**

- Ms. Johnson provided an update on the Babcock enforcement action. They have completed their septic permit; the permit has been passed. Stan and Daniel Babcock sent a letter asking the BOH to reconsider the legal fees of \$2,030.00.
- Discussion by the Board.

**MOTION: Commissioner Mendenhall made a motion to adjust the fee to \$1,015.00.**

**SECOND: Commissioner Butts**

**ACTION: MOTION CARRIED UNANIMOUSLY**

Discussion regarding past legal fees that have been assessed. It was indicated for Mr. Corbett, the Director to notify Stan and/or Daniel Babcock to inform them of EIPH Board's decision and work on a timetable to pay legal fees.

7. **Director's Report**

- **Challis Bank Deposit**  
Wells Fargo Bank in Challis is closing. We will not take payments in the office and will have pre-stamped and addressed envelopes so that clients who do not want to pay by credit card will be able to send their payment to Idaho Falls.
- **Challis Building Needs**  
The new owners of the Challis building have show interest in getting out of the lease. Mor. Corbett is not going to pursue looking elsewhere until he receives a letter form the owner. We currently have 10 years left on our lease and have put money in reserves for the Challis location. With the build out cost and money in reserves, there should be sufficient funds to fund a replacement building if one is needed.
- **Board of Health Meeting Schedule**
  - Proposal to adjust Board meeting schedule. Board meetings to be hield quarterly from 10:00 a/m/ to 1:00 p/m/
  - Once or twice a year the Administrative Team will have a meeting at satellite offices with their office staff and invite the County Commissioners from that unique county.
- **Potential Travel Policy Adjustment**  
Requested a change to Travel Policy Adjustment.

**MOTION: Bill Leake made a motion to approve the change to the Travel Policy with the addition of the statement, refreshment "are allowed but" must be provided on site.**

**SECOND: Commissioner Madsen**

**ACTION: MOTION CARRIED UNANIMOUSLY**

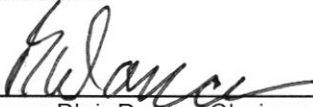
- **Opioid Settlement Planning**  
Mr. Corbett provided an update on the Opioid Settlement funds. We are expecting funds within a couple of weeks. More information to come as plans are finalized. Meeting with community stakeholders will be held to reduce duplication of efforts and to ensure strategies to be implemented will have greatest impact.
- **Service Awards**  
Commissioner Butts and Chairman Commissioner Reed were recognized for each having served five years on the Board of Health.

8. **Board of Health Member Questions and Answers**

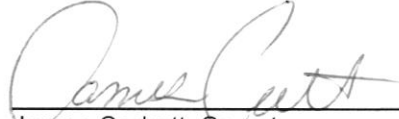
- Mr. Corbett provided an update on his first couple of months in his new position.

- Commissioner Reed suggested that we have a Legislative Reception in the fall, others agreed.
- Commissioner Shenton inquired about the feed back regarding the employee increases and cost of living increase. Employees were very pleased, and the cost-of-living increase helped with moral as well. Mr. Corbett would like to see this happen again in the future.

Chairman Reed adjourned the meeting at 11:35 p.m. The next meeting is scheduled for Thursday, August 25, 2022, at 10:00 a.m.



Commissioner Blair Dance, Chairman



James Corbett, Secretary