

## BOARD OF HEALTH AGENDA

Thursday, May 1, 2025

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 Kim Caywood  
Commissioner Shayne Young  
Commissioner Jon Walker  
Commissioner Dr. Aaron Gardner

#### Staff Members

James Corbett, EIPH Director  
Christina Capel  
Kellye Johnson  
Holly Whitworth  
Steve Thomas  
Amy Gamett

### Absent:

Commissioner Greg Shenton – Proxy Vote Kim Caywood  
Commissioner Gordon Vaden  
Commissioner Mike Whitfield – Proxy Vote Brent Mendenhall

1. Call to Order and Roll Call ..... Chairman Dance

Meeting called to order at 10:00 am.

2. Public Comment ..... Chairman Dance

*Public comment can be made in person or in writing.*

*Written: E-mail comments to [EIPHboard@eiph.idaho.gov](mailto:EIPHboard@eiph.idaho.gov) by 5:00 p.m. on Wednesday, 4/30/2025.*

3. Approval of Consent Agenda (**Action**) ..... Chairman Dance

*If a board member has an issue with something in the Consent Agenda, a request can be made to remove that item from the Consent Agenda for further discussion and a separate vote.*

- a. Approval of Feb, 2025, Board of Health Meeting Minutes
- b. Approval of March, 2025, Title X, Board of Health Meeting Minutes
- c. Subgrant Review and Ratification
- d. EIPH Financial Report

**Motion:** Commissioner Greg Shenton motions to approve the Consent Agenda as presented.

**Second:** Commissioner Brent Mendenhall

**Vote:** 8 Aye. 0 Nay

4. EIPH FY 2026 Employee Compensation Plan (**Action**) .....James Corbett

The Board reviewed and discussed the FY2026 Employee Compensation Plan. The plan now includes language regarding the longevity award previously approved at the October 2024 meeting. The compensation worksheet has been updated to allow new employees to be hired at up to 10% above 75% of policy, in addition to retaining hard to fill or director's discretion change. In addition, a 3% merit increase will be applied across the board, effective June 8, 2025.

**Motion:** Commissioner Brent Mendenhall motions to approve the 2026 Employee Compensation Plan as presented.  
**Second:** Shane Young  
**Vote:** 8 Aye. 0 Nay  
**Discussion:** No additional discussion.

5. EIPH FY 2026 Budget Approval (Action) .....James Corbett

Reviewed the fiscal report, including discussion on potential use of funds for IT, which would require opening the budget and board approval or identifying funds through other spending authority. The goal is to maintain over six months of funds on hand; currently at 7.7 months, allowing some funds to be moved to the capital reserve and to support building needs and operating stabilization. Updates to Designated Restricted Funds were presented, including removal of the IT Audit & Enhancements line, an increase in vehicle purchases, and adjustments to capital reserve for future building needs and operating stabilization.

- Overall Spending Authority for Fiscal Year 2026 of \$9,979,858
  - Including \$400,000 Designated
    - \$200,000 - Building Maintenance
    - \$200,000 – Vehicle Purchases
    - Removed Information Technology Designated Amount
- Designated Cash
  - Increased *Future Building Needs* Fund to \$2,500,000
  - Increased *Operating Stabilization* Fund to \$750,000

The FY26 budget proposal was also reviewed in preparation for the budget hearing in June, with approval of spending authority discussed. County allocations will remain unchanged until the start of the County fiscal year. Board members noted the changing public health funding landscape, slight increases in Environmental Health fees offset by flat overall revenue, and an 8% reduction in certain subgrants. Discussion included county formula allocations, explaining changes to new commissioners, and the impact of taxable rates, new construction, and levy increases on county funding for public health services.

**Motion:** Commissioner Jon Walker moves to approve the budget as presented in its entirety, including budget changes to the designated and capital reserve funds.  
**Second:** Dr. Aaron Gardner  
**Vote:** 8 Aye. 0 Nay  
**Discussion:** No further discussion.

6. Break .....James Corbett

7. Legislative Bills and Impacts on Public Health .....James Corbett

Reviewed Legislative Billis and their impact on Public Health. Areas of note are: childcare, immunizations, Medicaid, water use, public pools, legal presence for benefits, road development, and medical mandates. Key changes include prohibition of mask mandates (HB32), childcare and immunization rules codified (HB243/312 & HB290), Medicaid reform (HB345), Medical Freedom Act (SB1210), removal of public pool regulations (HB202), and proof of legal status for public benefits (HB135).

8. Lunch.....James Corbett

9. IADBH .....Executive Council Member Brent Mendenhall

The group discussed whether to continue or disband the association. Key points included the importance of maintaining a unified voice and representation, the need to improve the association if kept, and the historical role of Idaho funding versus current county sponsorship. Disbanding would require a 2/3 vote of members, and even if the association ends, a director workgroup could be maintained to preserve some coordination. Overall, members emphasized the value of a unified front and active engagement.

10. Director's Update.....James Corbett

- a. Social Security Vote  
A vote conducted in April resulted in EIPH continuing with Social Security participation.
- b. Title X Program Update  
Provided an update on the upcoming organizational changes due to reduced funding.
- c. Land Development in Jefferson County  
Report on meeting with the county and the developer.
- d. Phone Line Updates  
Provided a brief update on the new phone system that allows texting.
- e. Measles Cases and Potential for EIPH  
Provided an update to the training that was provided in February; currently, there are no cases in Idaho. Per Dr. Gardner, he is not seeing an uptick in MMR vaccines.
- f. Solid Waste Task Force from ISWA  
James is a part of the task force to clean up the Solid Waste statute in Idaho. Should not be written into EIPH code as it provides a conflict of interest with inspections.
- g. Community Data Project and Survey  
Provided an update on goals for the 9-pillar website and reviewed some preliminary dashboards.

11. Executive Session -Personnel Matter [Idaho Code 74-206(1)(b)] (**Action**)..... Chairman Dance

**Motion:** Commissioner Blair Dance motions to enter Executive Session at 1:13 pm

**Second:** Commissioner Jon Walker

**Roll Call Vote:** 8 Aye. 0 Nay

**Executive Session Adjourn:** 1:37 pm

**Motion:** Commissioner Mendenhall motions to increase Director Corbett's salary 4% effective June 8, 2025.

**Second:** Dr. Aaron Gardner

**Vote:** 8 Aye. 0 Nay

12. Adjourn – 1:38 pm

*Blair Dance*

Commissioner Blair Dance, Chairman

*James Corbett*

James Corbett, Secretary