Eastern Idaho Public Health
Prevent. Promote. Protect.

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BOARD OF HEALTH MINUTES
Thursday April 30, 2026
10:00 a.m.
Eastern Idaho Public Health – Conference Room
1250 Hollipark Drive, Idaho Falls

Board Members

Chairman Blair Dance, Chair (Fremont County) ..... Present
Vice Chairman Brent Mendenhall (Madison County) ..... Present
Dr. Aaron Gardner, MD (Physician Representative) ..... Present
Commissioner Jon Walker (Bonneville County) .....Virtual
Commissioner Greg Shenton (Clark County)..... Present
Commissioner Gordon Vaden (Custer County)..... Present
Commissioner Shayne Young (Jefferson County) ..... Present
Commissioner Kim Caywood (Lemhi County)..... Present
Commissioner Dan Powers (Teton County)..... Present

Staff Members

James Corbett (EIPH Director and Board Secretary), Kellye Johnson, Christina Capel, Steve Thomas, Ryan Herd, Amy Gamett, Scott Buffington

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

   Chairman Dance called the meeting to order at 10:01am.

2. Public Comment..... Chairman Dance
   Public comment can be made in person or in writing.
   Written: E-mail comments to EIPHboard@eiph.idaho.gov by 5:00 p.m. on Wednesday, 4/29/2026.

   No public comment was received.

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

   a. Approval of Jan 2026, Board of Health Meeting Minutes
   b. Subgrant Review and Ratification
   c. EIPH Financial Report (March 2026 Version)

   Motion: Vice Chair Mendenhall moved to approve the Consent Agenda as presented.
   Second: Commissioner Powers
   Vote: 9 Aye, 0 Nay

4. EIPH FY 2027 Employee Compensation Plan (Action) ..... James Corbett

Director Corbett proposed the Fiscal Year 2027 Employee Compensation Plan, noting the following items:

- A section outlining the Pay Grade and Compensation Plan for WIC Peer Counselor position was added to the EIPH Employee Handbook.
- Salary Schedules for EIPH positions continue to follow the State of Idaho's Salary Schedule.
- A one-time Cost of Living Adjustment Payment for Fiscal Year 2027 was proposed that was $1 for each hour, up to 50% of budgeted hours with a minimum of 520 hours per employee.
- A 2% raise for all regular employees who are deemed valuable contributors.
- It was noted that these increases would not require an increase to County contributions for FY 2027.

Motion: Chairman Dance moved to approve the Fiscal Year 2027 Compensation Plan as presented
Second: Commissioner Young
Vote: 9 Aye, 0 Nay

5. EIPH FY 2027 Budget Approval (Action) ..... James Corbett

The EIPH Fiscal Year 2027 Budget was discussed, including the following items:

- A decline in vaccination rates have lowered projected operating costs and revenues.
- An increase in Employee Benefit costs has occurred for EIPH.
- The new amounts for County Appropriations and Funding were discussed.
- Fees and Interest are expected to increase.
- State funding for the PAT program went away, but additional Medicaid funds will help cover costs.

Motion: Commissioner Shenton moved to approve the EIPH Fiscal Year 2027 Budget as presented dated 04/27/2026.
Second: Commissioner Vaden
Vote: 9 Aye, 0 Nay

6. Break.....

7. Board of Health Bylaws (Action) ..... James Corbett

The Board of Health Bylaws were reviewed, including changes made from the January 2026 Board of Health Meeting. Notable items included:

- Addition of language outlining procedures for the virtual attendance of Board members.
- Specified requirements and procedures for Special Board Sessions, including Emergency Sessions.
- Specified powers of Chair, Vice Chair, and Secretary during Emergency Board Sessions.
- Added language outlining the procedure of appointing proxies in the event of a Board Member's absence, requiring written or verbal notification given to the Chair or Secretary.
- Cleaned up language regarding the process for the removal of members of the board.
- Language about the Parliamentary Procedure was clarified.

Motion: Commissioner Powers motioned to approve the Board of Health Bylaws with changes as presented.
Second: Commissioner Caywood
Vote: 9 Aye, 0 Nay

8. EIPH Fee Setting (Action)..... James Corbett

An additional vaccine fee increase, and subsequent cash pay discount modification was proposed. This was proposed to align with insurance company costs of vaccines. This change will not impact cash paying clients or uninsured individuals.

Motion: Commissioner Shenton moved to approve the fee settings as presented, effective 05/01/2026.
Second: Commissioner Vaden
Vote: 9 Aye, 0 Nay

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

Director Corbett gave an update on the most recent legislative session and the impact that certain bills have had on Public Health, including:

- HB555, which removes Public Health Districts from solid waste statues. Responsibility for solid waste facilities is instead placed with the Idaho Department of Environmental Quality, effective 07/01/2026.
- HB758A, which would have adjusted Daycare Supervision Requirements, was vetoed.
- HB808, dealing with Medical Mandates, did not pass.
- HB830, which would have introduced Kratom as a controlled substance, did not pass.
- HB860A was passed, allowing minor children to call 988.

10. Director's Update …..James Corbett

a. Staffing Updates

Director Corbett shared updated Organizational Chart changes due to upcoming retirement of Amy Gamett.

b. Fiscal Audit Report

Director Corbett gave update that Fiscal Audit for FY 2022 and FY 2023 came back with no findings.

11. Executive Session – Personnel Matter [Idaho Code 740206(1)(b)] (Action) .... Chairman Dance

Roll Call Vote entering executive session.

Motion: Chairman Dance motioned to enter executive session, referencing above personnel matter and Idaho code at 12:38pm.
Second: Commissioner Caywood
Roll Call Vote: Unanimous

Chairman Dance adjourned the executive session at 1:38pm.

Motion: Commissioner Caywood moved to approve a $1.00 cost-of-living adjustment (COLA) per budgeted hour (2,080) one-time payment for Director Corbett, effective May 2026. In recognition of his "Valued Contributor" performance rating, Director Corbett will also remain eligible for FY2027 employee compensation adjustments and all other applicable employee compensation policies.
Second: Commissioner Mendenhall
Vote: 9 Aye, 0 Nay

Chairman Dance adjourned the meeting at 1:43pm.

Blair Dance
Commissioner Blair Dance, Chairman

James Corbett
James Corbett, Secretary