

BOARD OF HEALTH MEETING MINUTES

June 3, 2021

9:00 a.m.

PRESENT:

BOARD OF HEALTH MEMBERS

Bryon Reed, Commissioner, Chairman
Bill Leake, Teton County, Trustee
Blair Dance, Commissioner
Leah Madsen, Commissioner (virtual)
Shayne Young, Commissioner
Barbara Nelson, MD, Vice Chair
Greg Shenton, Commissioner
Brent Mendenhall, Commissioner

STAFF MEMBERS

Geri Rackow
James Corbett
Angy Harwood
Cheryl O'Connell
Amy Gamett
Kellye Johnson
Steve Thomas

1. Call Board Meeting to Order

Chairman Reed called the meeting order at 9:19 a.m.

2. Approval of the Consent Agenda

MOTION: Commissioner Dance made a motion to approve the June 3, 2021 Consent Agenda.

SECOND: Commissioner Shenton

ACTION: MOTION CARRIED UNANIMOUSLY

3. Conflict of Interest Policy Review

Ms. Rackow reviewed the Conflict of Interest Policy and the Board members were asked to sign the agreement.

4. Idaho Association of District Boards of Health (IAB) Annual Meeting

- The IAB meeting will be held virtual or in-person on June 17, 2021 beginning at 1:30 p.m. at South Central Health District in Twin Falls. Commissioner Mendenhall will attend in-person; Commissioners Butts and Shenton will not attend but will designate a proxy. All other members will attend the meeting virtually. More information and a meeting invite will be sent out soon.
- EIPH will host the meeting in 2024.

5. Ratify EIPH Compensation Policy & FY2022 Compensation Plan

- The Idaho Division of Human Resources (DHR) requested changes to the EIPH's FY2022 Compensation Policy and Plan that were approved by the Board on April 29, 2021. Ms. Rackow reviewed the changes.
- DHR approved the documents after the changes were made. Employee salary increases were implemented early, effective on May 16, 2021.

MOTION: Bill Leake made a motion to approve changes to the FY2022 Compensation Policy and Plan as presented.

SECOND: Barbara Nelson

ACTION: MOTION CARRIED UNANIMOUSLY

6. COVID-19 Situational Report

a. Regional Hospital Report

- Casey Jackman, CEO at Idaho Falls Community Hospital (IFCH), reported to Ms. Rackow that there is little happening related to COVID-19 at the hospitals. As of Tuesday, Eastern Idaho Regional Medical Center and Madison Memorial had no COVID-19 patients and IFCH only had 2.
- The Board agreed that at this time with the current COVID situation, unless there are significant changes in status, there is no further need to have the hospitals report at the BOH meeting

b. COVID -19 Data Review

Mr. Corbett reviewed the EIPH COVID-19 Dashboard and answered questions from the Board members. Cases continue to remain low.

c. Vaccination Update

Ms. Gamett provided an update on the national, statewide, and district vaccination rollout status.

d. Consideration of EIPH COVID-19 Regional Response Plan

The Regional Response Plan was implemented in July of 2020. Ms. Rackow reviewed the changes that were made over the past year to slow the spread and help with hospital capacity. Since cases are going down, hospitals' capacity is stable, and vaccine is available to people aged 12 and older, the board considered the continued need for the response plan. Discussion followed.

MOTION: Commissioner Shenton made a motion retire the EIPH COVID-19 Regional Response Plan.

SECOND: Commissioner Mendenhall

ACTION: MOTION CARRIED

EIPH will continue to collect information and maintain the Data Dashboard for the foreseeable future.

7. Division Reports/Education

a. Community Health: Community-Based Health Education Programs

Timalee Geisler, Health Education Specialist Senior, provided information on Fit and Fall, Age Friendly Parks, Recreation and Public Spaces, and Be Active Kids Trainings.

b. Environmental Health:

• Approval of Revised Environmental Program Refund Policy

Ms. Johnson reviewed changes to the Refund Policy.

MOTION: Commissioner Mendenhall made a motion to approve changes to the Environmental Program Refund Policy as presented.

SECOND: Barbara Nelson

ACTION: MOTION CARRIED UNANIMOUSLY

• Memorandum of Understanding (MOU) with Idaho Department of Environmental Quality (IDEQ); Subsurface Sewage Disposal Program, and Land Development Program

Ms. Johnson provided information about the MOU between Idaho's Public Health Districts and IDEQ. She then reviewed the responsibilities of local public health related to the Subsurface Sewage Disposal and the Land Development programs. Discussion followed and Ms. Johnson answered questions of the Board.

c. Nutrition

Ms. Harwood provided information and answered questions on the Women's, Infant, and Children's (WIC) Program.

8. Board of Health Member Positions

a. Ratification of Reappointment of Commissioner Madsen

Commissioner Madsen assumed the Lemhi County position that was vacated by Commissioner Ken Miner that expired on June 30, 2021. The Lemhi County Commissioners nominated her to serve another five-year term, which would end June 30, 2025. Her reappointment has been approved by the majority of county commissioners within the health district.

MOTION: Commissioner Mendenhall made a motion to ratify the reappointment of Commissioner Madsen to the Board of Health.

SECOND: Commissioner Dance

ACTION: MOTION CARRIED UNANIMOUSLY

- b. Physician Representative – Recognition of Dr. Barbara Nelson
Chairman Reed announced that Dr. Nelson's third term is expiring on June 30, 2021 after serving on the Board of Health for 15 years. She is the inaugural physician on the EIPH Board of Health and has been a tremendous asset to the Board. On behalf of the Board, Commissioner Reed thanked Dr. Nelson for her many years of service.
- c. Elections of Leadership Positions
The Board discussed the chairman, vice chairman, and Trustee/Executive Council Member positions of the EIPH Board.

MOTION: Commissioner Shenton made a motion to have Commissioner Reed continue as Chairman of the EIPH Board of Health

SECOND: Commissioner Mendenhall

ACTION: MOTION CARRIED UNANIMOUSLY

MOTION: Bill Leake made a motion for Commissioner Mendenhall to be the Vice Chairman and Trustee/Executive Council Member of the EIPH Board of Health.

SECOND: Commissioner Dance

ACTION: MOTION CARRIED UNANIMOUSLY

9. EIPH Employee Recognition

Ms. Rackow reported that employees are recognized for their years of service to the health district in five-year increments. EIPH employees reaching 5, 10, 15, 20, 25, and 30 years of service were presented with certificates and recognized by the Board of Health for their service.

10. Executive Session – Personnel Matter [Idaho Code 74-206(b)]

MOTION: Commissioner Dance made a motion to go into Executive Session at 11:50 to discuss a personnel matter pursuant to Idaho Code 74-206 (b).

SECOND: Commissioner Young

ACTION: MOTION CARRIED UNANIMOUSLY following a roll call vote: Commissioner Reed – yes; Commissioner Shenton – yes; Commissioner Dance – yes; Dr. Nelson – yes; Bill Leake – yes; Commissioner Young – yes; Commissioner Mendenhall – yes; Commissioner Madsen – yes.

The Board came out of executive Session at 12:50 p.m.

MOTION: Bill Leake made a motion to give Director Rackow a salary increase, based on her performance, moving her to 100% of policy of pay grade R and award a performance bonus of \$2,000 for FY2021 and a performance bonus of \$2000 for FY2022.

SECOND: Commissioner Shenton

ACTION: MOTION CARRIED UNANIMOUSLY

Chairman Reed will draft a letter to send to the Governor's office.


11. Announcements

- Ms. Rackow announced the National Association of Local Boards of Health (NALBOH) conference will be held virtually again this year on August 2-3. Board members are invited to participate.
- EIPH is currently undergoing a Legislative Audit for Fiscal Years 2019 and 2020.

Chairman Reed adjourned the meeting at 1:20 p.m. The next meeting is scheduled for September 16, 2021 at 9:00 a.m. (Subsequently, an additional Board of Health meeting was scheduled for August 20, 2021 at 9:00 a.m.)



Commissioner Bryon L. Reed, Chairman



Geri L. Rackow, Secretary