

**BOARD OF HEALTH AGENDA**  
**EIPH Board Room**  
**1250 Hollipark Drive ~ Idaho Falls, Idaho**  
**Tuesday, July 23, 2019**  
**10:00 a.m.**

1. Call Board Meeting to Order ..... Chairman Reed
2. Public Comment..... Chairman Reed
3. Approval of Consent Agenda (**Action**) ..... Chairman Reed  
*\*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*
  - Approval of June 17, 2019 Board of Health Meeting Minutes
  - Approval of June 20, 2019 Budget Hearing Minutes
  - Subgrant Review/Approval
4. Consideration of Butler Appeal (**Action**)..... Chairman Reed
5. EIPH’s Legislative Audit Updates ..... Geri Rackow
  - Fiscal Years 2015-2016 Final Audit Report
  - Fiscal Years 2017-2018 Preliminary Audit Report
6. Guidance re: Change in Employee Compensation for Idaho’s Public Health District Directors (**Action**) ..... Geri Rackow

**BOARD OF HEALTH MEETING MINUTES**  
**June 17, 2019**  
**10:00 a.m.**

<b>PRESENT:</b>	<b><u>BOARD OF HEALTH MEMBERS</u></b> Wayne Butts, Commissioner Bill Leake, Trustee (via phone) Brent Mendenhall, Commissioner Bryon Reed, Commissioner, Chairman Greg Shenton, Commissioner (via phone) Shayne Young, Commissioner Ken Miner, Commissioner (via phone)	<b><u>STAFF MEMBERS</u></b> Geri Rackow James Corbett Kellye Eager Amy Gamett Angy Harwood Cheryl O'Connell Steve Thomas
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**EXCUSED:** Dr. Barbara Nelson

**1. Call to Order**

Chairman Bryon Reed called the meeting to order at 10:02 a.m. Barbara Nelson and Commissioner Miller are excused from today's meeting. Commission Miller has given proxy to Commissioner Reed.

**2. Public Comment**

None

**3. Approval of Consent Agenda**

- Approval of April 18, 2019 Board of Health Meeting Minutes
- FY19 Year-to-Date Budget Report
- Subgrant Review/Approvals

**MOTION:** Commissioner Mendenhall made a motion to approve the June 17, 2019 Consent Agenda with the correction of the Perinatal Hepatitis B subgrant end date to 6/30/2020.

**SECOND:** Commissioner Young

**ACTION:** MOTION CARRIED UNANIMOUSLY

**4. Reappointment of Board Members**

Madison County reappointed Commissioner Mendenhall and Teton County reappointed Bill Leake to the EIPH Board of Health for a term of 5 years beginning July 1, 2019.

**5. Approval of Revised EIPH Board Bylaws**

Changes to the Bylaws were reviewed at the April 18, 2019 Board of Health meeting.

**MOTION:** Commissioner Butts made a motion to approve revisions to the EIPH Board Bylaws as presented.

**SECOND:** Commissioner Miner

**ACTION:** MOTION CARRIED UNANIMOUSLY

**6. Administrative Appeal Process**

IDAPA 41.08.01, the current Rules governing "Appeal from Administrative Decision and Request for Hearing" will expire on June 30, 2019. Ms. Rackow presented a draft board policy for "Environmental Health Appeals and Request for Hearing" for consideration by the board.

**MOTION:** Commissioner Mendenhall made a motion to approve the EIPH Board policy, "Environmental Health Appeals and Request for Hearing" as presented, with an effective date of July 1, 2019.

**SECOND:** Commissioner Young

**ACTION:** MOTION CARRIED UNANIMOUSLY

**7. Approval of FY2020 Compensation Plan**

At the EIPH Board of Health meeting on April 18, 2019, the Board approved the FY2020 Compensation Plan presented by Ms. Rackow; however the plan was not approved by the Idaho Division of Human Resources (DHR) and the Division of Financial Management (DFM). The revised plan presented today allocates employees' change in compensation on two factors: performance and compa-ratio. DFM and DHR have approved this plan.

**MOTION: Commissioner Young made a motion to approve the revised FY2020 Compensation Plan Matrix as presented.**

**SECOND: Commissioner Butts**

**ACTION: MOTION CARRIED UNANIMOUSLY**

**8. Purchase of Electronic Medical Record System**

Ms. Rackow previously reported that our current electronic medical record (EMR) system will reach its end of life on December 31, 2019. We had planned to transition to the new platform being offered by our current vendor that is replacing our current system; however, just recently learned that the new product will not meet our needs. After evaluating multiple other EMRs, EIPH would like to proceed with purchasing a system from Patagonia.

**MOTION: Commissioner Mendenhall made a motion to approve up to \$150,000 for the purchase and implementation of a new electronic medical records system.**

**SECOND: Commissioner Miner**

**ACTION: MOTION CARRIED UNANIMOUSLY**

**9. Measles Outbreak Update**

Ms. Rackow and Ms. Gamett provided information on the measles outbreak across the nation and the state. There are currently two confirmed cases in northern Idaho.

Due to the recent outbreak, as well as EIPH's core mission of preventing disease, EIPH's Administrative Team has been reviewing our immunization policies for staff and would like to strengthen them by requiring all EIPH employees to be vaccinated unless there is a contraindication due to a medical condition. The Board was supportive of this concept. Ms. Rackow and Ms. Gamett will continue to research and consult with others on this matter and bring back more information to the board at a later date.

**10. Negotiated Rule Making: IDAPA 16.02.14 – Rules Governing Construction & Operation of Public Swimming Pools in Idaho**

Ms. Rackow and Ms. Eager provided the Board with information on the changes being proposed for licensing fees for swimming pools across the state. The proposed annual license fee would increase from \$50 to \$150 per swimming pool. Negotiated Rule Making took place at EIPH on June 11, 2019 to see input from stakeholders. Ms. Rackow and Ms. Eager will keep the Board apprised on this matter as more information becomes available.

**ADJOURNMENT**

**The meeting was adjourned at 10:59 a.m. EIPH's Budget Hearing will be held on June 20, 2019.**

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Commissioner Bryon Reed, Chairman

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Geri L. Rackow, Secretary

**EASTERN IDAHO PUBLIC HEALTH  
FY 2020 PUBLIC BUDGET HEARING  
MEETING MINUTES  
June 20, 2019  
4:30 p.m.**

**PRESENT:**

**BOARD OF HEALTH MEMBERS**

Bryan Reed, Chairman (via phone)  
Bill Leake, Trustee (via phone)  
Lee Miller, Commissioner (via phone)  
Ken Miner, Commissioner (via phone)  
Brent Mendenhall, Commissioner (via phone)

**STAFF MEMBERS**

Gerri Rackow, Director (via phone)  
Steve Thomas  
Cheryl O'Connell

**PUBLIC BUDGET HEARING**

Eastern Idaho Public Health's Fiscal Year 2020 Budget Hearing was called to order at 4:30 p.m. by Board Chairman Bryan Reed. No members of the public were present at the meeting. Chairman Reed asked for comments from the Budget Committee; hearing none, the hearing was closed at 4:33 p.m.

**MOTION:** Bill Leake made a motion to accept EIPH's Fiscal Year 2020 budget, including county contributions of \$1,120,703, as approved by the Board of Health.

**SECOND:** Commissioner Miner

**ACTION:** MOTION CARRIED UNANIMOUSLY following a roll call vote: Bonneville County (via proxy to Commissioner Reed) – yes; Clark County (via proxy to Commissioner Miller) – yes; Custer County (via proxy to Commissioner Miller) – yes; Fremont County – yes; Jefferson County (via proxy to Chairman Reed) – yes; Lemhi County (via proxy to Commissioner Miner) – yes; Madison County (via proxy to Commissioner Mendenhall) – yes; Teton County (via proxy to Bill Leake) – yes

**ADJOURNMENT**

The meeting was adjourned at 4:33 p.m. The next Board of Health Meeting will be held on September 19, 2019.

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Bryan Reed, Chairman

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Gerri L. Rackow, Secretary

# EASTERN IDAHO PUBLIC HEALTH

## SUBGRANT SUMMARY

7/23/19

### RENEWED OR AMENDED SUBGRANTS

Subgrant/Contract Title	Grantor/Contractor	R(Renew)/ A(Amend)	Start Date	End Date	Last Funding Amount	New Funding Amount	Comments
Epi Surveillance	IDHW	A4	7/1/2017	6/30/2020	\$46,998.00	\$46,203.00	Annual Renewal
Child Care Health & Safety	IDHW (PHD4)	A1	7/1/2018	6/30/2022	\$476/inspection	\$485/inspection	Increase reimbursement
Diabetes, Heart Disease, & Stroke Prevention	IDHW	R	6/30/2019	6/29/2020	\$49,180.00	\$50,000.00	Annual Renewal
Immunizations - Cooperative Agreements	IDHW	A2	1/3/2017	6/30/2020	\$53,356.24	\$51,362.05	Annual Renewal
Medical Home Coordinator	IDHW	A4	1/1/2016	7/31/2020	\$119,845.00	\$119,845.00	Annual Renewal
National Electronic Disease Surveillance System	IDHW	A2	8/1/2017	7/31/2020	\$11,535.00	\$0.00	Extend one year
Oral Health	IDHW	R	7/1/2019	5/31/2020	\$63,954.00	\$68,399.00	Annual Renewal, 11-month term
Physical Activity & Nutrition	IDHW	A1	7/1/2019	6/30/2020	N/A	N/A	Revised scope of work
Public Water Systems	DEQ	R	7/1/2019	6/30/2021	\$167,138.00	\$167,138.00	Annual Renewal

### PENDING SUBGRANT RENEWAL

Subgrant/Contract Title	Grantor/Contractor	Renew/ Amend	Start Date	End Date	Last Funding Amount	New Funding Amount	Comments
Immunizations-Provider Visits/AFIX (Assessment, Feedback, Incentive Exchange)	IDHW	R	July 2019	6/30/2020	\$10,250.00	\$20,050.00	Annual renewal; these two subgrants are being combined into one.
VFC - Quality Assurance Reviews	IDHW	R	July 2019	6/30/2020	\$10,570.00		