



# PANHANDLE HEALTH DISTRICT

*Healthy People in Healthy Communities*

**DISTRICT 1 BOARD OF HEALTH MEETING**  
**8500 N. ATLAS ROAD, HAYDEN, IDAHO 83835**  
**October 29, 2008**  
**Minutes**

8500 N. ATLAS ROAD  
HAYDEN, IDAHO 83835  
<http://www2.state.id.us/phd1>

**Board Members Present:**

Marlow Thompson, Chairman  
Chris Beck, Vice Chairman  
Allen Banks, Ph.D.  
Walt Kirby  
Dale VanStone  
Richard McLandress, M.D.

**Members Absent:**

Sharon Connors

**Staff Present:**

Jeanne Bock  
Mary DeTienne  
Christine Crummer  
Mashelle Kenney  
Dale Peck  
Lora Whalen  
Cynthia Taggart

**Guests Present:**

Nancy Stricklin  
Keith Dixon, Landmark  
Laurie Brunette

Chairman Thompson called the Board of Health meeting to order at 1:00 p.m.

Chairman Thompson requested that the Board amend the agenda under the Director's Report to add the "Area Agency on Aging" report.

**MOTION:** Dr. Banks moved to amend the agenda to add the Area Agency on Aging to the Director's report; seconded by Mr. Kirby. All in favor; motion carried.

**Review of Minutes—September 25, 2008, Board of Health Meeting— Marlow Thompson**

Chairman Thompson asked if there were any corrections or changes to the minutes of the September 25, 2008, Board of Health meeting.

**MOTION:** Dr. Banks moved to approve the minutes of the September 25, 2008, Board of Health meeting; seconded by Mr. Kirby. All in favor; Minutes approved as submitted.

**Receipt of Division Reports – Marlow Thompson**

Chairman Thompson thanked the division directors for their division reports.

**MOTION:** Mr. Kirby moved to receive the division reports; seconded by Mr. Beck. All in favor; Motion carried.

**American Society of Landscape Architects Honor Award – Keith Dixon, Landmark**

Keith Dixon of Landmark, presented the American Society of Landscape Architects Honor Award to the Board. Mr. Dixon explained that this project was selected for its uniqueness and was the top rated project for the Idaho-Montana chapter.

Annette Duerock applied for and was awarded a \$300,000 grant from DEQ and EPA to fund the Hayden landscape project. Ms. Duerock and Mr. Dixon worked together to design the natural landscape for the Hayden building as well as incorporate stormwater management to achieve this award.

**PHD Speculative Drainfields - Dale Peck**

Mr. Peck reported that the Proposed Rule was published in the October 1, 2008, in the Idaho Administrative Bulletin (see attached). No comments were received at the October 24 public hearing. The pending rule was submitted for review by the Idaho Department of Health and Welfare Board at their November 21 meeting. Deputy Attorney General Doug Conde was requested to provide a legal review of the rule and recommended some wording be changed. Mr. Peck and Mr. Mason coordinated the wording changes (attached), which now needs the Board's approval to proceed with publishing the Pending Rule on December 3 in the Administrative Bulletin. The effective date of the proposed rule change would be July 1, 2009.

**MOTION:** Mr. Beck moved to approve the amended pending rule and notice as submitted; seconded by Mr. Kirby.

**Discussion:** Dr. McLandress asked for clarification of the rule regarding the installation of the drainfield after one year and wanted to make sure that the requirements were clearly stated in the rule. Mr. Peck explained that the permit is valid for five years provided the site is not substantially modified. After five years, the applicant would only need to reapply for the permit to connect provided the drainfield meets the standards for construction at the time of the original permit. Mr. Beck asked if the owner of an installed speculative drainfield would be notified prior to the expiration of the five years. Mr. Peck indicated that no notification was planned unless a substantial change is made in the septic rules that could potentially impact installed systems.

**Call for the question:** All in favor; motion carried.

### **DEQ Rule Update – Dale Peck**

Mr. Peck represented the Health Districts at the Idaho Board of Environmental Quality hearing on the Proposed Rule on septic design flows in Boise last month. The Idaho Association of Realtors provided comments recommending that the DEQ Board not approve the rule. The DEQ Board voted six to one to approve the Pending Rule and move the rule forward and it will be published in the December 3 Administrative Bulletin.

Mr. Peck will provide a written update at the Legislative Update on November 13.

### **Fiscal Report – Christine Crummer**

- September cash balance was \$2,398,409; a decrease of \$359,800 from the previous month. After subtracting the advance ICP funds, cash reserves are approximately 2.37 months.
- Environmental Health's fee revenue was 4% over budget; Home Health's fee revenue was 11% under budget; and Family and Community Health's fee revenue was 27% under budget.
- Total operating expenditures were 20% over budget.
- Capital expenditures were over budget due to final payment to TW Clark.

(Dr. McLandress left at approximately 1:45 p.m.)

Ms. Crummer reported that the Director of the Idaho Health Facilities Authority recently toured the Hayden building and mentioned that interest rates for tax-exempt financing are now above the interest rates we received through PAC.

### **Director Report – Jeanne Bock**

- **St. Maries Leuty Building Closing/Sale**  
Chairman Thompson and Ms. Bock met with the Benewah County Commissioners on October 27 to receive the final check for the sale of the Leuty building. They then met with the title company to finalize the sale.
- **Reduction in Force Outcomes**  
Ms. Bock reported that Friday, October 31, is the last day for a few of the employees affected by the RIF. Some of the affected employees were able to transfer to other positions. The Home Health Nurse Manager has transferred to FACH as an RN, Senior; one Home Health RN transferred to FACH as an RN; a Home Health Office Specialist 2 transferred to a temporary position in WIC; one RN has resigned; the IT Support Technician and OS2 continue to seek employment.

Over the last two years, all divisions have been affected through attrition and RIF as described below:

- FACH/HP: down 9 FTEs through attrition.
- ERT: down 8 FTEs through RIF and attrition. Eight EH staff have voluntarily reduced their work hours (equivalent to 1.5 FTEs) until June 2009, when the EH budget will be reevaluated.
- Home Health: down 6 FTEs through RIF and attrition.

- Admin/Fiscal: down 2 FTEs through RIF and attrition

Chariman Thompson asked division directors to keep in touch with those that are leaving and provide him a report as information becomes available.

▪ **Draft Legislative Meeting Agenda, November 13, 2008**

Invitations have been sent out to the legislators and county commissioners for the meeting. Ms. Bock will present the new Idaho Public Health video that has been designed to orient new employees, legislators and new county commissioners on Idaho's public health programs.

Mr. Peck will provide written update on the proposed DEQ rule and present the food fee legislation; Ms. Whalen will give an update on the child care legislation; and Ms. DeTienne will present an update on Home Health's Telehealth service and announce the Home Health open house on November 21 with a food drive for the local food banks. Ms. DeTienne will also announce Home Health's recent Avatar Award for the fourth consecutive year.

▪ **NACCHO Conference Report**

Ms. Bock and Mr. Peck attended in the National Association of City and County Health Officials conference in Sacramento last month. One observation was that Idaho's delivery system of public health services is by far more exceptional than the other states.

▪ **Area Agency on Aging**

Ms. Bock and Mark Anderson toured the available space in the Hayden building with Pearl Bouchard of the Area Agency on Aging (AAA). The AAA is looking for space for 22 employees, beginning July 2009, for a potential multi-year lease. They may contract for IT services as well.

**MOTION:** Mr. Kirby moved to authorize Ms. Bock to proceed in negotiations with the Area Agency on Aging for space in the Hayden building; seconded by Dr. Banks. All in favor; motion carried.

Ms. Stricklin advised the Board that the contract should include an early termination clause in the event that the district expands and needs the space.

**Executive Session to Discuss Legal Matters - Pursuant to IC 67-2345(1)(b) Personnel Issues**

**MOTION:** At 2:15, Mr. VanStone moved that the Board go into Executive Session to discuss legal matters pursuant to Idaho Code 67-2345(1)(b); seconded by Mr. Kirby. Roll call was taken: Chairman Thompson, Mr. Beck, Mr. VanStone and Dr. Banks were all present. All were in favor of the motion; Motion carried.



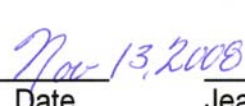
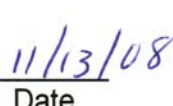
At 2:45 p.m., the Board returned to regular session.

**MOTION:** Mr. Beck moved to cancel the December Board meeting; seconded by Mr. Kirby. All in favor; Motion carried.

The next Board meeting will be November 13, 2009. After that the next Board meeting is tentatively scheduled for January 29, 2009.

There being no further business, the meeting adjourned at 2:50 p.m.

**Adjourn**

	
Marlow Thompson, Chairman	Jeanne Bock, Director and Secretary to the Board
	
Date	Date

# Draft

## IDAPA 41.01.01 – PUBLIC HEALTH DISTRICT #1

### 41.01.01 - RULES OF PUBLIC HEALTH DISTRICT #1

DOCKET NO. 41-0101-0801

#### NOTICE OF RULEMAKING – ADOPTION OF PENDING RULE

**EFFECTIVE DATE:** This rule has been adopted by the agency and is now pending review by the 2009 Idaho State Legislature for final approval. The pending rule becomes final and effective on July 1, 2009, unless prior to that date the rule is rejected by concurrent resolution in accordance with Sections 67-5224 and 67-5291, Idaho Code.

**AUTHORITY:** In compliance with Section 67-5221(1), Idaho Code, notice is hereby given that this agency has adopted a pending rule. The action is authorized pursuant to Section 39-416, Idaho Code.

**DESCRIPTIVE SUMMARY:** The following is a nontechnical explanation of the substance and purpose of the proposed rulemaking:

The current rule IDAPA 41.01.01.100.07.b requires that the application for a septic system must be accompanied by a building permit. The proposed change would revise septic system application restrictions and allow drainfields to be installed prior to the building of the structure to be served. The permitted and installed drainfield would be valid under the conditions of the permit for five years, provided that the site and its surroundings are not substantially modified.

The text of the pending rule has been amended in accordance with Section 67-5227, Idaho Code. Only those sections that have changes that differ from the proposed text are printed in this bulletin. The complete text of the proposed rule was published in the October 1, 2008, Idaho Administrative Bulletin, Vol. 08-10, pages 459-462.

**FISCAL IMPACT:** The proposed rule would not have a negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year as a result of this rulemaking.

**ASSISTANCE ON TECHNICAL QUESTIONS:** For assistance on technical questions concerning the pending rule contact, Dale Peck, Panhandle Health District, 8500 N. Atlas Road, Hayden, ID 83835; (208) 415-5210.

DATED this 31<sup>st</sup> day October, 2008.

Jeanne Bock, Director  
Public Health District #1  
8500 North Atlas Road  
Hayden, ID 83835  
Phone: (208) 415-5100  
Fax (208) 415-5111

#### Draft Pending Rule, October 29, 2008 Docket No. 41-0101-0801 – Rules of Public Health District #1

##### THE FOLLOWING IS THE AMENDED TEXT OF DOCET NO. 41-0101-0801

#### 100. WATER QUALITY CONTROL.

07. Sewage and Waste Disposal. Authorization to Connect to an Installed System. (3-27-07)

a. This applies to connection to an approved drainfield installation that has never received wastewater flows. (3-27-07)

b. Application must be made, and an authorization to connect permit issued, to determine that the site has not been compromised and continues to meet the standards under which the original permit was issued. A fee for such inspection may be set by the Board. ~~From July 1, 2007, and thereafter, no permit shall be issued for a septic system separate from a concurrent request for a permit to establish a specific use and structure to be served by the requested septic system.~~ (3-27-07)

A drainfield that is installed, inspected and approved shall be valid to be connected to under the conditions of the original permit for which it was issued, for five (5) years from the date of permit application, provided that the site and its surroundings are not substantially modified. ( )