



PANHANDLE HEALTH DISTRICT

Healthy People in Healthy Communities

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

**DISTRICT 1 BOARD OF HEALTH MEETING
8500 N. ATLAS ROAD, HAYDEN, IDAHO 83835
January 31, 2008
Minutes**

Board Members Present:

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

Guests Absent:

Sharon Connors

Staff Present:

Jeanne Bock
Tanya Chesnut
Mary DeTienne
Jim Fenton
Mashelle Kenney
Dale Peck
Cynthia Taggart
DeNene Banger

Due to the extreme weather, a majority of the Board members were present by conference call (cc). Chairman Thompson appointed Chris Beck as Chairman of this meeting.

Chairman Beck called the Board of Health meeting to order at 1:03 p.m.

Review of Minutes—December 6, 2007, Board of Health Meeting— Marlow Thompson

Chairman Beck asked if there were any corrections or changes to the minutes of the December 6, 2007, Board of Health meeting.

MOTION: Mr. Kirby moved to approve the minutes of the December 6, 2007, Board of Health meeting; seconded by Mr. VanStone. All in favor; passed unanimously. Minutes approved as submitted.

Mr. Thompson reported that his visits to all PHD offices to deliver a special gift to all staff before the holidays went far better than he ever thought. He made one-on-one contact with as many staff as possible. Mr. Kirby joined him in the Bonners Ferry office. The positive comments he received from staff were overwhelming.

Home Health Annual Program Evaluation – Mary DeTienne

Ms. DeTienne presented the Home Health Division's Summary of Agency Activity as required by Medicare.

Utilization of Services:

- Average visits per patient: 15 (National average is 19)
- Average census: 194 (Decrease of 6 from FY06)
- Average number of referrals per month: 83 (Decrease of 9 from FY 06)
- Average length of stay: 5 weeks
- Sources of referrals: unchanged
- Annual visits/discipline:
 - Skilled nursing increased by 1,000
 - Physical therapy decreased by 400
- Visits per county: Unchanged from FY 06 with the exception of an 8% decrease in Boundary and Shoshone counties
- Client/family satisfaction with services: 95%
- Acute care hospitalization rates: Lower than the state and national average

Issues Impacting Home Health for Remainder of FY08 and FY09:

- Substantial Medicare changes effective January 1, 2008.
- Reduction in Medicare payments leading to increased budget constraints for the Home Health division.
- Significant software system changes for clerical and billing staff effective January 1, 2008.
- Termination of the KMC contract for therapy services effective April 1, 2008.
- Closure of District 6 Home Health effective December 31, 2007.

Dr. McLandress stated that the word in the community is that PHD's Home Health is doing a great job and his patients really appreciate them.

MOTION: Dr. Banks moved to approve the FY07 Home Health Annual Program Evaluation presented by Ms. DeTienne; seconded by Dr. McLandress. All in favor; passed unanimously. Motion carried.

- Financial Summary for Home Health:
Home Health ended FY07 with revenue under budget by \$75,000; personnel expenditures over budget by \$43,000; operating expenditures were under budget by \$85,000. In December 2006, revenue was significantly down and the Home Health Division used approximately \$68,000 more of state and county funds than budgeted for. Home Health is still covering most of its direct expenditures with some towards overhead, but it is not covering as much of the overhead as budgeted for.

Trustee Legislative Report & JFAC Presentation – Chris Beck

Carol Moehrle and Steve Scanlin presented to JFAC.

- Based on the presentation, the big impact to the Health Districts will be the change in employee compensation. The changes would total 3.5 million for all 7 districts. Trustees asked JFAC if they would help cover costs, but they gave no indication that they would.
- Registration of midwives: District 4 is going to go forward with their opposition while the other districts remain on the sidelines.
- Code change proposal: The proposed code change would state that the health districts would be recognized as independent public bodies corporate and politic and give IFHA the confidence to provide funding to the health districts based on the Frasier Supreme Court decision. The Trustees will decide during today's conference call if they will move forward with the code change.
- The food fee issue will be brought before the legislature next year and the Trustees supported the food advisory committee to decide how to move forward with a goal of more costs of the program coming from fees.

Fiscal Report – Jim Fenton

Mr. Fenton reported that the State and IRS have increased their mileage reimbursement rate from 48.5 cents per mile to 50.5 cents per mile, an increase of 4.1%. If approved, this increase would be effective February 1, 2008, and would be about a \$1000 increase per year.

MOTION: Mr. Kirby moved to approve the increased mileage reimbursement rate effective February 1, 2008, from \$.485 to \$.505 per mile; seconded by Dr. Banks. All in favor; passed unanimously. Motion carried.

The cash balance on December 31 was \$2,907,126, a decrease of \$538,532 from the previous month. For the month ending January 31, 2008, cash reserves were 3.4 million; after the use of the building fund, cash reserves will be at 2.5 months, and decreasing throughout the year. That will leave close to two months operating reserves.

Dr. McLandress asked what the operating reserves will be like after the change in employee compensation. Mr. Fenton stated that next year will be a really tight year, and he will provide the Board with the cash flow of programs at the next board meeting.

Director's Report – Jeanne Bock

▪ **St. Maries Project Report and Financing**

The roof and some windows are done in the St. Maries building. The project is moving ahead and it looks like they will be done with a completion date in June. Next month, Ms. Bock will report on a follow-up action on the Leuty building.

▪ **FY09 Preparations**

Assumptions were provided to the Board. Jeanne and Jim will start FY 09 budget preparation, building in a 3% merit pool for employee salary increases. Staff will minimize things such as IT purchases and car purchases for FY09. Ms. Bock will update the Board next month on options for decreasing the budget.

Ms. Bock requested the Board set May 22, 2008, as the budget hearing date.

MOTION: Dr. McLandress moved to set May 22, 2008, as the budget hearing date and the May Board meeting date; second by Mr. VanStone. All in favor; passed unanimously. Motion carried.

Ms. Bock contacted Mr. Thompson and the County Commissioners in all five counties for approval to close all PHD offices today (January 31) at 4:00 and all day tomorrow (February 1), due to the extreme weather conditions. All agreed to keep employees and clients safe and off the roads.

There being no further business, the meeting adjourned at 1:30 p.m.

Adjourn

 2/23/2008
Chris Beck, Chairman Date

 2/23/08
Jeanne Bock, Director and Date
Secretary to the Board