



PANHANDLE HEALTH DISTRICT

Healthy People in Healthy Communities

8500 N. ATLAS ROAD
HAYDEN, IDAHO 83835
www.phd1.idaho.gov

DISTRICT 1 BOARD OF HEALTH
8500 N. ATLAS ROAD, HAYDEN, IDAHO 83835

November 3, 2010

Minutes

Board Members Present:

Marlow Thompson, Chairman
Jon Cantamessa
Cornel Rasor
Allen Banks, Ph.D. (arrived at 1:23 p.m.)

Members Absent:

Chris Beck, Vice Chairman
Walt Kirby
Richard McLandress, M.D

Staff Present:

Jeanne Bock
Lora Whalen
Mary DeTienne
Jim Fenton
Mashelle Kenney
Dale Peck

Others Present:

Nancy Stricklin, Attorney

Chairman Thompson called the Board of Health meeting to order at 1:00 p.m. There was no quorum at this time.

Public Comment Session

Chairman Thompson called for public comment. There being no public comment, the meeting proceeded.

Divisional Reports

Mary DeTienne reported on her written report to the Board on the Women, Infants and Children (WIC) program. She emphasized the amount of WIC dollars clients receive that go out to the communities. Not only do the clients benefit from the WIC program but the communities benefit as well.

Dale Peck reported that the Public Health Preparedness program will receive additional funds from the H1N1 contract to fund items from the After Action Reports. The Information Technology section transferred the Health District's computer system to a new statewide system with more capacity at a lower cost.

Dr. Banks arrived at 1:23 p.m. His arrival gave the Board a quorum.

MOTION: Cornel Rasor moved to accept divisional reports into the record as submitted; seconded by Allen Banks. All in favor; motion passed unanimously.

Review of Minutes– Marlow Thompson

- Chairman Thompson called for corrections or changes to the September 30, 2010, Board of Health meeting minutes and the October 28, 2010, Board of Health retreat minutes.

MOTION: Allen Banks moved to approve the minutes of the September 30, 2010, Board of Health meeting and the minutes of the October 28, 2010, Board of Health retreat; seconded by Jon Cantamessa. All in favor; passed unanimously. Minutes approved as submitted.

Nordman RV Park Update – Dale Peck

Mr. Peck gave the Board some background on the Nordman RV Park project in Bonner County, which is an eight-acre parcel on Hwy 57 west of Priest Lake. The site has soil conditions with shallow B soil over coarse sand that is not suitable for drainfield systems. There is also a well on the parcel that doesn't meet current setbacks from the existing septic tank. The project has been ongoing since January 2009. Mr. Peck provided the Board with a project timeline to date. The park is considering a combination of full-service hook-ups as well as spaces with electric and water only to avoid characterizing the drainfield as a Large Soil Absorption System. PHD outlined the steps needed to complete the project and is currently awaiting the developer's submission of a proposed design with flows under 2500 gallons per day.

Administration
(208) 415-5100
Fax 415-5106

Environmental Health
(208) 415-5200
Fax 415-5201

Family & Community Health
(208) 415-5100
Fax 415-5101

Health Promotion
(208) 415-5130
Fax 415-5131

Home Health
(208) 415-5160
Fax 415-5161

Public Health Preparedness
(208) 415-5180
Fax 415-5181

Mr. Rasor asked Ms. Stricklin if she recommended he visit the site as a Board Member. She suggested he do that not only as a Board member, but as a Commissioner as well.

Fiscal Report – Jim Fenton

▪ **Monthly Financial Report**

Ending cash balance on September 30, 2010, was \$2,023,518 which is a decrease of \$104,343 from the previous month and is approximately 2.54 months of cash reserves after the Institutional Controls Program advance is removed. At the end of October, there were approximately 1.9 months of cash reserves.

- Year-to-date Revenue: Permits and fees revenue is under budget by 6%, \$14,912; Health Services was over budget by 3%, \$12,111, for Home Health and under budget by 4%, \$6,341, for Family and Community Health. The Health Services revenue will decrease in October due to a Medicaid payment that was sent in advance and was paid back. Grants and contracts revenue for the ASPR and ICP contracts has not yet been received.
- Personnel Expenditures: Personnel costs were under budget by 5%. November and December will have an \$85,000 savings each month for the health insurance premium holiday. Salaries were under budget by 2%, \$24,627, and benefits were under budget by 11%, \$56,096.
- Operating and Capital Expenditures: Professional Services had a 16% unfavorable variance due to a payment to the auditors for an audit that hasn't taken place yet.

Director Report – Lora Whalen

▪ **2011 Board of Health Meeting Calendar**

Ms. Whalen discussed the draft 2011 Board meeting calendar. She noted that the budget hearing is scheduled for May 26, the Idaho Association of Boards of Health is on June 9 and 10 in Caldwell and the Legislative Update is tentatively scheduled for November 17.

MOTION: Allen Banks moved to approve the FY 2011 Board of Health meeting calendar as a guide; seconded by Cornel Rasor. All in favor; passed unanimously.

▪ **Board of Health Retreat**

Ms. Whalen thanked everyone for their time and support at the retreat.

▪ **Legislative Fact Sheets**

The Behavioral Health Transformation Workgroup was tasked by the Governor to address the transformation of the mental health and substance abuse system in Idaho. Much of the language in the draft legislation is mirrored from the Health District legislation. Ms. Whalen will update the Board as she learns more.

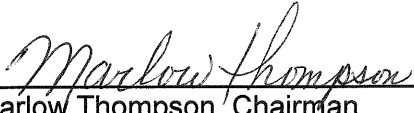
▪ **Legislative Services Office Final Audit Report for FY 2008-2009**


Ms. Whalen congratulated Mr. Fenton on the final audit report.

January 27, 2011, Board of Health Meeting Agenda Items

- Home Health Annual Evaluation – Mary DeTienne
- A day in the life of a PHD employee - Staff

There being no further business, the meeting adjourned at 1:50 p.m. The next regular Board meeting is scheduled for January 27, 2011.


Marlow Thompson, Chairman Date *Jan 27, 2011*


Lora Whalen, Director and Secretary to the Board Date *1/27/11*