Panhandle Health District

Healthy People in Healthy Communities

Public Health
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Panhandle Health District

Minutes

District 1 Board of Health
May 23, 2019
Shoshone/Benewah Room

Board Members Present:	Marlow Thompson, Commissioner Walk Kirby, Commissioner Mike Fitzgerald, Glen Bailey, Dr. Allen Banks, Dr. McLandress
Board Members Absent:	Jai Nelson
Staff Present:	Lora Whalen, Director; Don Duffy, PHS Division Administrator; Joe Righello, EHS Division Administrator; Mashelle Kenney, Human Resource Specialist; Christine Crummer, Finance Manager; Jill Ainsworth, Management Assistant; Katherine Hoyer, PIO; Rousal Mahakam, Home Health Program Manager

1. Chairman Thompson called the Board of Health meeting to order at 12:31 p.m.

2. **Public Comment Session**
   Chairman Thompson called for public comment. There was no public comment.

3. **Consent Agenda – Marlow Thompson**
   Chairman Thompson called for approval of the consent agenda to approve the April 25, 2019 Board of Health minutes, approve divisional reports and ratify contracts, noting one minor change in the minutes under Item #10, Director's report, fourth bullet: adding "Don Duffy and Chairman Thompson attended the event."

MOTION: Dr. Banks moved to approve the consent agenda; seconded by Commissioner Kirby. All were in favor; motion carried.

4. **Program Highlight – Don Duffy: Public Health Need: Home Health**
   Don Duffy introduced Rousal Mahakam the Home Health Program Manager. Rousal identified that PHD is the only 5-star home health agency in north Idaho. He reviewed the services provided by Home Health, and the ranking the department maintains in each service based upon Medicare's survey. He noted that Home Health care is provided in the five northern counties providing rural access to locations such as Coolin and Priest Lake. PHD HH is the only service that treats patients regardless of their ability to pay. PHD HH has been able to maintain 5-star rating for the last year and a half.

5. **Idaho Association of Board's Meeting:**
   The Board reviewed and discussed each resolution on the agenda of the June- Idaho Association of Board's conference.

6. **Fiscal Report – Christine Crummer**

- **Monthly Financial Report**
  The April ending cash balance was $4.7 million. After removing the Board committed funds of $1,048,197 and program restricted funds of $596,393, there are approximately 3.37 months cash reserves.
  - **Year-to-date Revenue**:
    - Licenses, Permits, and Fees revenue was over budget by $42,496 (+4%).
    - Home Health Services revenue was under budget by $80,291 (-5%).
    - FACH Services and Health Promotion revenue was over budget by $61,332 (+8%).

- General Support Services revenue was over budget by $3,026 (+30%).
- Grants and Contracts revenue was over budget by $131,957 (+3%).

- **Personnel Expenses:** Total Personnel Expenses were under budget by $306,771 (+4%).
- **Operating Expenses:** Total Operating Expenses were under budget by $286,458 (+12%).
- **Capital Expenses:** Total Capital Expenditures are under budget by $86,852 (+18%).

7. Director Report – Lora Whalen

- **Administrative Rule Process:** Lora explained the Board of Environmental Quality has met and reviewed the 41.01.01 proposed rule changes. The proposal moves forward to public comment and dependent upon number of comments, a public hearing. Lora will keep the Board advised of the status.

- **Medicaid Eligibiles with Expansion by County:** Lora included information in the Board packet.

- **Election of officers at July Board Meeting:** Lora reminded the Board of the upcoming officer elections that will completed at the next meeting in July.

- **Nomination process for Boundary County Representative Position:** Lora announced Walt Kirby's term is ending in June and he has been nominated by Boundary County for another five-year term. The voting forms will be mailed to the county's and the final reconciliation will be held at the July meeting.

- **Public Pool Inspection Fees:** District 4 has asked for support in the removal of fees from Idaho code as it relates to public pool inspections. This would involve negotiated rule making. Discussion was held.

There being no further business, the meeting adjourned at 1:39 p.m. The next regular Board meeting is scheduled for July 25, 2019.

Marlow Thompson July 25, 2019 — Marlow Thompson, Chairman Date

Lora Whalen 7/25/19 — Lora Whalen, Director and Secretary to the Board Date