



Public Health
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Panhandle Health District

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Healthy People in Healthy Communities

District 1 Board of Health Meeting Minutes

May 25, 2023 – 12:30pm

Kootenai Room

1. Call to Order:

Chairman Thompson called the Board of Health (BOH) meeting to order at 12:30 p.m. in the Kootenai Room of Panhandle Health District (PHD), located at 8500 N. Atlas Rd, Hayden, Idaho.

2. BOH Members Present:

Chairman	Marlow Thompson
Vice Chairman	Glen Bailey
Kootenai County (At Large)	Dr. Richard McLandress
Shoshone County Commissioner	Tracey Casady
Bonner County (At Large)	Dr. Thomas Fletcher
Boundary County Representative	Wally Cossairt for Tim Bertling
Kootenai County Representative	Dr. Jessica Jameson

3. BOH Members Absent:

Boundary County Commissioner	Tim Bertling
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4. PHD Staff Present:

Management Assistant	Jessica Eastin
Financial Officer	Christine Crummer
Health Services DA	Kim Young
Public Information Officer	Katherine Hoyer
Human Resources Specialist	Sandee Riggs
Senior Desktop Support Analyst	Robert Keig

5. Guest Present:

Sandy White
Kara Claridge

6. Pledge of Allegiance

7. Public Comment:

- Chairman Thompson called for public comment, reminding guests that comments are to be related to the items on the current agenda. There were 2 public comments presented.

8. Consent Agenda:

- Chairman Thompson called for a motion to approve the consent agenda, which included the BOH minutes for April 27, 2023, Division Reports for May 25, 2023, and ratification of the following contracts: HC340700: Family Planning Title X, K343: Public Water System Supervision-PWS, HC341300: Public Health Infrastructure, Workforce, and Data Systems, BC047100: Regional Behavioral Health Board, and HC346300: Comp Cancer.

MOTION:

Vice Chairman Glen Bailey moved to approve the consent agenda as presented; seconded by Kootenai County (At Large) representative Dr. Richard McLandress.
VOTED upon the Chair declared the motion carried, unanimously.

9. Executive Council/Trustee Report:

- a. Nothing to report.

10. Resolutions (Action Item):

- a. Chairman Thompson clarified that the purpose of this action item is to approve the three resolutions to be presented at the Idaho Association Boards of District Health Annual Conference being held June 8-10, 2023.

MOTION:

Vice Chairman Glen Bailey moved to review each Resolution individually before approving to present to the 2023 IADBH Conference; seconded by Kootenai County (At Large) representative Dr. Richard McLandress.

VOTED upon the Chair declared the motion carried, unanimously.

- b. The Board discussed the following Resolutions:

- (1) Resolution to Support the Increase of Collaboration, Funding, and Access to Life Saving Tools to Prevent and Reduce Fentanyl Overdose and Poisoning.

MOTION:

Kootenai County (At Large) representative Dr. Richard McLandress moved to approve the current resolution, as it stands, to be presented at the 2023 IADBH Conference; seconded by Bonner County (At Large) representative Dr. Thomas Fletcher

VOTED upon the Chair declared the motion carried, unanimously.

- (2) Resolution 16-02: Resolution to Remove the Food Establishment Fee in Idaho Code.

MOTION:

Kootenai County (At Large) representative Dr. Richard McLandress moved to approve the current resolution, as it stands, to be presented at the 2023 IADBH Conference; seconded by Bonner County (At Large) representative Dr. Thomas Fletcher

VOTED upon the Chair declared the motion carried, unanimously.

- (3) Resolution 19-03: Resolution to Support Research on the Legalization of Recreational (Non-Medical) Cannabis.

MOTION:

Bonner County (At Large) representative Dr. Thomas Fletcher moved to approve the current resolution, as it stands, to be presented at the 2023 IADBH Conference; seconded by Shoshone County Commissioner Tracey Casady.

VOTED upon the Chair declared the motion carried, unanimously.

11. Program Highlight - Opioid Settlement Fund

- a. Health Services District Administrator Kim Young and Health Education Specialist Makenna Hunziker presented a very high-level overview of what PHD is currently doing with the received Settlement Funds including the dispose, lock, and carry program which promotes storing and disposing medications safely, Opioid/Naloxone (Narcan Trainings), "Be the One" primary prevention programs for schools, and Idaho

Law Enforcement Diversion (ILED) which allows eligible participants to connect to substance use treatment and recovery resources instead of being charged with felony possession of a controlled substance.

12. Fiscal Report:

a. Monthly Financial Report

(1) Financial Officer Christine Crummer provided an overview of the Budget Actual ending April 30, 2023, highlighting the following:

- i. Ending cash balance: \$5,012,867
- ii. An estimated 3.09 months of cash reserves remain after subtracting board committed and program restricted funds.
- iii. Total Year-to-Date Revenue: over budget by \$935,415
- iv. Total Personnel Expenses: under budget by \$601,642
- v. Total Operating Expenses: under budget by \$351,968
- vi. Total Capital Expenses: under budget by \$77,421
- vii. Total Trustee/Benefits Payments: over budget by \$91,957

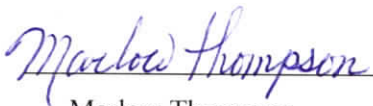
13. Director's Report:

a. Idaho Association of District Boards of Health Conference Update

(1) Management Assistant Jessica Eastin reminded the Board of the upcoming Idaho Association of District Boards of Health Conference being held June 8-10, 2023, at the Hampton Inn at Riverstone located at 1500 Riverstone Drive, Coeur d'Alene, ID 83814 and encouraged those to register if they haven't already done so.

14. Meeting Adjourned

a. There being no further business, the Chairman declared the meeting adjourned at 4:56 p.m. The next regular scheduled meeting will be held Thursday, July 27, 2023, at 12:30 p.m.

 July 27, 2023
Marlow Thompson Date
Chairman

 7/31/23
Don Duffy Date
District Director and Secretary to the Board