

Panhandle Health District

Healthy People in Healthy Communities

District One Board of Health Medical Director Subcommittee Meeting Minutes

Wednesday | November 20, 2024 | 12:00 p.m.

Kootenai Conference Room or Virtual Via Teams

1. Call to Order

- a. Panhandle Health District Board Chairman Dr. Thomas Fletcher called the November 20, 2024, Board of Health (BOH) Medical Director Subcommittee meeting to order at 12:07 p.m. PST. The meeting took place in the Kootenai Conference Room of the Hayden Panhandle Health District (PHD) Office, located at 8500 North Atlas Road, Hayden, Idaho, and was also accessible virtually via Teams.

2. Attendance

- a. BOH Legal Counsel Subcommittee Members Present

Chairman	Dr. Thomas Fletcher
Vice Chair	Dr. Jessica Jameson
Kootenai County Representative	Dr. Duke Johnson
- b. PHD Staff Present

District Director	Erik Ketner
Clinic Services Division Administrator	Jenna Dowell
Human Resources Specialist	Sandee Riggs
Management Assistant	Jess Eastin

3. Medical Director Position Group Discussion

- a. The District One Board of Health Medical Director Subcommittee reviewed and discussed the updated Medical Director position recommendation to clarify dispute resolution procedures by explicitly stating that final determinations would rest with the board. The subcommittee supported this recommendation, recognizing it as a clear and necessary improvement.
The subcommittee also discussed whether the medical director should be required to hold board membership. While acknowledging the benefits of a medical director familiar with board operations, subcommittee members noted that requiring board membership could limit future candidate options. The subcommittee highlighted the importance of maintaining flexibility to ensure access to the most qualified individuals for the role.

MOTION: Kootenai County Representative, Dr. Duke Johnson, moved to adopt the Medical Director position updated recommendations to clarify dispute resolution procedures by stating that final determinations will rest with the District One Board of Health as well as to amend the qualifications for the position to require only that the candidate be a licensed physician.


VOTE: The motion was carried unanimously with all in favor and none opposed. The revised role recommendation will be presented to the Panhandle Health District Board for final approval at the next scheduled Board of Health meeting on Thursday, November 21, 2024.

4. Public Comment

- a. Panhandle Health District Board Chairman Dr. Thomas Fletcher called for public comment.
 - i. No public comments were presented.

5. Meeting adjournment

- a. With no further business, the meeting adjourned at 12:19 p.m. PST.

 11/21/24

Dr. Thomas Fletcher Date
Chairman

Erik Ketner Date
District Director & BOH Secretary