



Board of Health Meeting

Tuesday, December 15, 2020, 10:00 a.m.

13307 Miami Lane, Caldwell, ID 83607

The meeting will be available for live streaming at [the SWDH You Tube page](#)

Public comments specific to an agenda item for the December 15, 2020 meeting can be submitted at <https://www.surveymonkey.com/r/RXYC6TQ> or by mail to: SWDH Board of Health, Attn: Administration Office, 13307 Miami Lane, Caldwell, ID, 83607. The period to submit public comments will close at 10:00 a.m. on Monday, December 14, 2020. No in-person public comments will be accepted.

***Meeting Format Changes:** In-person attendance at the meeting will be limited to 10 people, including Board of Health members and SWDH staff. Face coverings that cover the nose and mouth will be required when physical distancing is not maintained. A face covering must fit close to your face without large side-gaps that cover the nose and mouth. Acceptable face coverings include cloth masks made of tightly woven fabrics, such as cotton and cotton blends and medical and non-medical disposal masks.

Anyone unable to attend the meeting in-person is invited to view the meeting on their own device through live streaming available on [the SWDH YouTube page](#).

Agenda

A = Board Action Required	G =Guidance	I = Information item
10:00 A	Call the Meeting to Order	Chairman Elliott
10:02	Pledge of Allegiance	
10:03	Roll Call	Chairman Elliott
10:05 A	Request for Additional Agenda items; Approval of Agenda	Chairman Elliott
10:10 A	Approve November 17, 2020 Board of Health Meeting Minutes	Chairman Elliott
10:15 I	Board Chairman Comments	Chairman Elliott
10:20 G	Open Discussion	SWDH Board Members
10:50 I	COVID-19 Situation Update	Jaime Aanensen
11:00 I	COVID-19 Vaccine Plan Update	Carol Julius, Ricky Bowman
11:15 A	SWDH COVID-19 Health Alert Level Update	Nikki Zogg, Rachel Pollreis
11:30	Break	
11:45 I	Introduction of New Employees	SWDH Staff
11:50 I	November 2020 Expenditure and Revenue Report	Troy Cunningham
12:05 A	Approval of 2021 Board of Health Meeting Schedule	Nikki Zogg
12:10 I	Clinic Operations Update	Carol Julius, Clay Roscoe
12:30	Director's Report	Nikki Zogg
	Audit Update	
	Budget Revision	
	CEC Plan	
12:45	Executive Session in accordance with Idaho Statute 74-206 (f)	

Next meeting: **Tuesday, January 26, 2020 at 10:00 a.m.**

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BOARD OF HEALTH MEETING MINUTES
Tuesday, November 17, 2020

BOARD MEMBERS:

Georgia Hanigan, Commissioner, Payette County - present
Nate Marvin, Commissioner, Washington County - (present via Zoom)
Tom Dale, Commissioner, Canyon County – present
Kelly Aberasturi, Commissioner, Owyhee County – present
Viki Purdy, Commissioner, Adams County – present
Sam Summers, MD, Physician Representative – present
Bryan Elliott, Commissioner, Gem County - present

STAFF MEMBERS:

Nikki Zogg, Katrina Williams

Via Zoom: Doug Doney, Troy Cunningham, Clay Roscoe, Ashley Anderson, Rachel Pollreis, Carol Julius, Jaime Aanensen

GUESTS: Approximately 21 members of the public attending in person; Michael Karlfeldt, ND; Dr. Vikki Wooll, MD; Guests viewing live stream via SWDH You Tube page.

Guests Via Zoom: Heather Taylor, Dr. Michaela Schulte, Dr. Sky Blue; Guests viewing live stream via SWDH You Tube page.

CALL THE MEETING TO ORDER

Chairman Elliott called the meeting to order at 9:02 a.m.

APPROVAL OF AGENDA

Board members reviewed the agenda. No changes were noted.

MOTION: Commissioner Dale moved to approve the agenda as presented. Dr. Summers seconded the motion. All in favor; motion carries.

PUBLIC COMMENTS

Members of the public presented public comments to the Board of Health members.

GUEST PRESENTATIONS

Guest speakers presented both conventional and non-conventional viewpoints of COVID-19.

INTRODUCTION OF NEW EMPLOYEES

Division administrators introduced new employees.

APPROVE OCTOBER 27, 2020 BOARD OF HEALTH MEETING MINUTES

Board members reviewed the October 27, 2020 Board of Health meeting minutes. No changes were noted.

MOTION TO APPROVE: Commissioner Dale moved to approve the October 27, 2020 Board of Health meeting minutes as presented. Dr. Summers seconded the motion. All in favor; motion approved.

OCTOBER 2020 EXPENDITURE AND REVENUE REPORT

Troy Cunningham, Financial Manager, presented the October 2020 Expenditure and Revenue report. Troy explained that the net cash position for fiscal year 2021 so far is attributed to fiscal year 2020 due to billing which was received in Fiscal Year 2021.

Capital outlay is defined as having a lifespan longer than a year or a cost greater than \$2,000. Some exceptions are computer equipment due to the cost typically being under the cost threshold. Another exception to capital outlay is cell phones.

COVID-19 SITUATION UPDATE

Doug Doney provided a COVID-19 situation update. He explained following receipt of Abbott Binax NOW Rapid Antigen Tests for diagnosis of COVID-19 in symptomatic individuals, SWDH conducted operational research to validate performance by collecting two samples on each symptomatic person to compare with PCR testing, considered the gold standard for COVID-19 diagnosis. Result concurrence between Binax NOW and PCR was very good at >95%. Moving forward, per the SWDH Standard Operating Procedure (SOP), a positive on the Binax NOW is considered positive. If a Binax NOW test is negative, then a second sample is collected and sent to the state lab for confirmation.

Binax NOW is an antigen test not a PCR test. It looks for an actual fragment of the virus (antigens). Two other antigen tests are being used nationally primarily in long term care facility settings.

SWDH and IBL are conducting a formal validation study to comprehensively evaluate BinaxNOW performance, compared to PCR. Results will be shared with IDHW, other health districts, and other healthcare organizations utilizing this rapid antigen test.

Other updates include staff continuing to work to ensure homeless populations who test positive have a safe place to isolate. Also, following the Governor's order rolling the state back to a modified Stage 2 Stay Healthy Order, staff have been re-reviewing plans and rescinding approval if the event does not comply with the newest order.

EXECUTIVE COUNCIL UPDATE

Commissioner Tom Dale provided an update on the recent Executive Council meeting. The Executive Council discussed the potential need for a health district specific lobbyist to help with representation during the upcoming legislative session.

Seth Grigg was informative and had quite a few conversations with legislators and other county commissioners regarding funding for public health districts as well as governance and possible re-districting.

The health district directors want to be prepared to be a point of conversation at the upcoming session and be sure a good advocate for the health districts is in place and able to provide accurate information. One piece of misinformation recently noted is that one of our local legislators suggested recommending limiting the public health districts' ability to place restrictions on schools despite the fact that health districts are not placing any mandates on schools.

SWDH COVID-19 HEALTH ALERT LEVEL UPDATE

Board members asked to review the Southwest District Health COVID-19 Health Alert Level metrics monthly. Nikki explained that she asked SWDH's team of epidemiologists to review the mitigation strategies and metrics. Rachel Pollreis, Research Analyst, Sr., provided an update.

MOTION: Dr. Summers made a motion to approve the edits to the mitigation strategies. Commissioner Hanigan seconded the motion. One abstained; motion passes.

DIRECTOR’S REPORT
Public Health Symposium

The Public Health Symposium initially scheduled for today has been rescheduled to December 8th and will be held in a virtual format. More information will be sent out.

December meeting time
The agenda for the meeting today incorrectly states a 9 a.m. meeting time. The meeting time for the December 15, 2020 meeting will be 10:00 a.m. in accordance with the annual meeting notice schedule and to accommodate winter driving conditions.

Remainder of Director’s report items will be carried over to the December meeting.

There being no further business, the meeting adjourned at 12:42 pm.

Respectfully submitted:

Approved as written:

Nikole Zogg
Secretary to the Board

Bryan Elliott
Chairman

Date



**SOUTHWEST DISTRICT HEALTH
BUDGET REPORT FOR NOVEMBER 2020 (FY21)**

Target 41.7%

This month

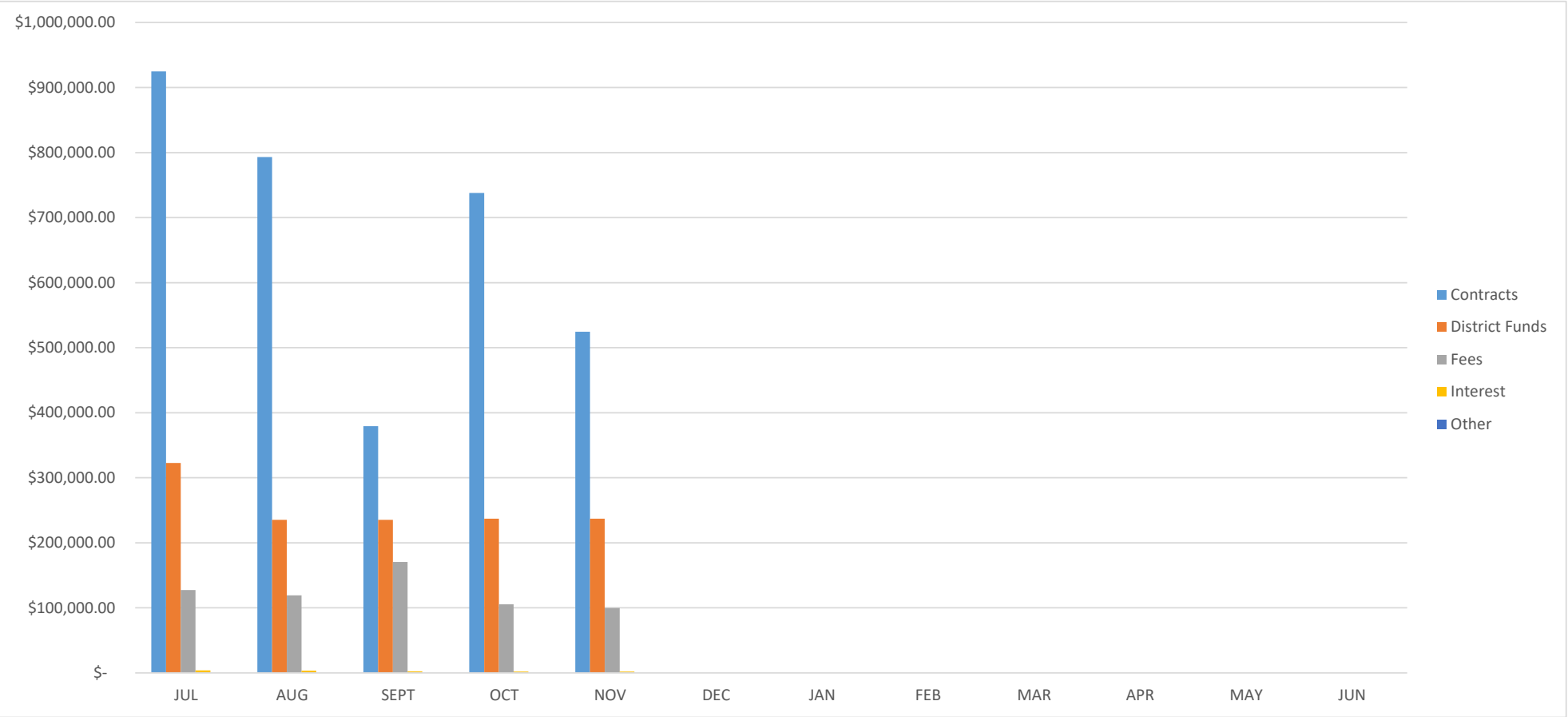
Fund Balances		
	Beginning Total:	Nov 30
General Operating Fund	\$ 66,114	\$ 180,891
Millennium Fund	\$ -	\$ 103,780
LGIP Operating	\$ 2,630,723	\$ 2,909,515
LGIP Vehicle Replacement	\$ 99,207	\$ 99,520
LGIP Capital	\$ 1,299,174	\$ 1,299,174
Total	\$ 4,095,218	\$ 4,592,881

Year-to-Date Cash Position			CHANGE
	Revenues:	\$ 5,472,974	
Carry Over:	Behavioral Health Board	\$ (10,793)	
	CRP	\$ (7,102)	
	Parents As Teacher	\$ (190,760)	
	Net Revenue:	\$ 5,264,319	\$ 863,173
	Expenditures:	\$ (4,479,347)	\$ (843,789)
	Net Cash Position:	\$ 784,972	\$ 19,384

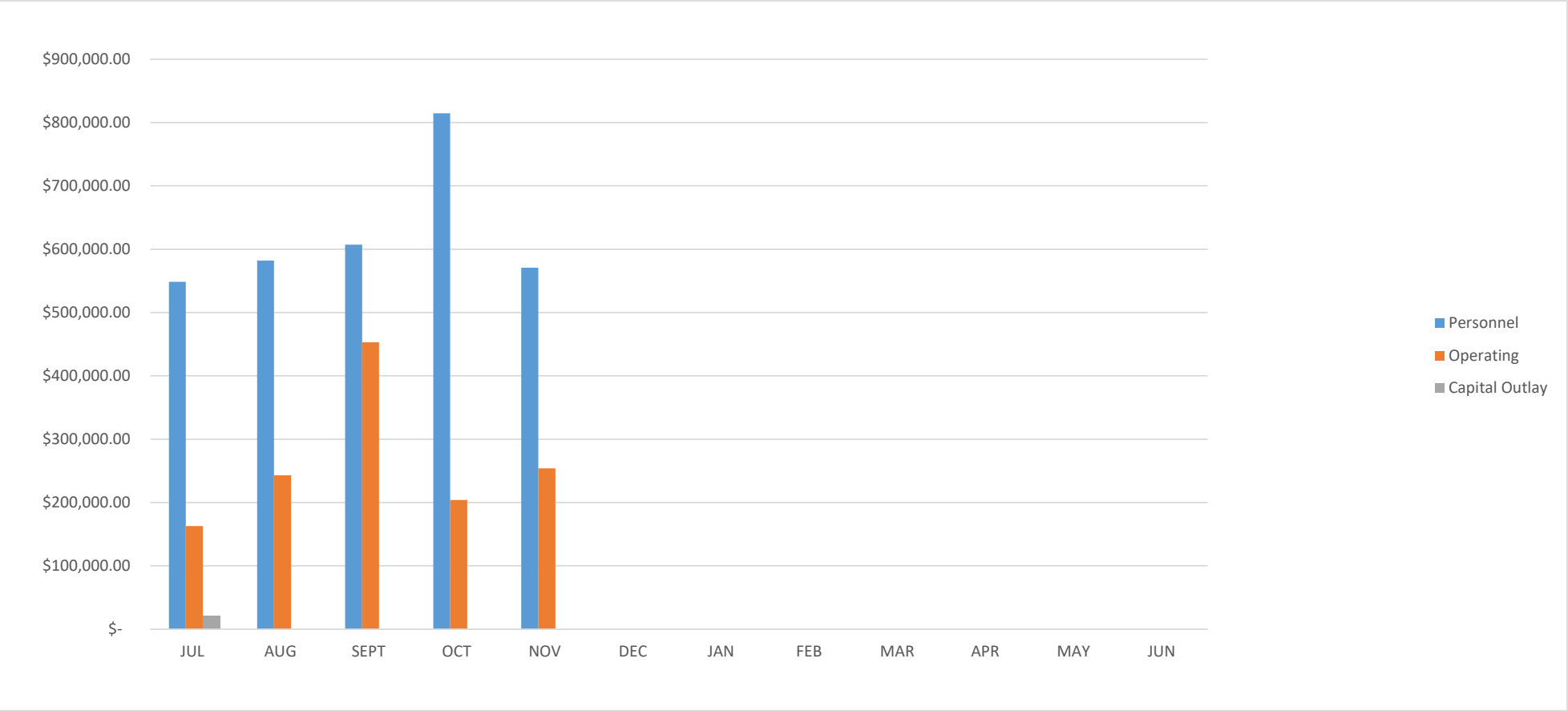
Revenue												
	Board of Health	Admin	Clinic Services	Env & Community Health	General Support	Buildings	Crisis Center	Total	YTD	Direct Budget	Total Budget	Percent of Direct
Fees	\$ -	\$ -	\$ 18,266	\$ 81,046	\$ -	\$ 310	\$ -	\$ 99,622	\$ 622,005	\$ 1,499,542	\$ 1,715,979	41%
Contracts	\$ -	\$ -	\$ 234,723	\$ 201,758	\$ 11,326	\$ -	\$ 76,633	\$ 524,439	\$ 3,359,780	\$ 5,070,051	\$ 5,801,838	66%
Sale of Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,477	\$ 20,000	0%
Interest	\$ -	\$ 2,033	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,033	\$ 14,105	\$ 69,910	\$ 80,000	20%
District Funds	\$ 806	\$ 11,782	\$ 100,172	\$ 38,677	\$ 53,150	\$ 32,478	\$ -	\$ 237,066	\$ 1,267,509	\$ 3,817,978	\$ 4,369,047	
Carry-Over Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 208,655	\$ 61,195	\$ 70,027	
Other/Committed Funds	\$ -	\$ -	\$ 14	\$ -	\$ -	\$ -	\$ -	\$ 14	\$ 919	\$ 24,369	\$ 27,886	4%
Monthly Revenue	\$ 806	\$ 13,815	\$ 353,174	\$ 321,481	\$ 64,476	\$ 32,788	\$ 76,633	\$ 863,173	\$ 5,472,973	\$ 10,560,522	\$ 12,084,777	51.8%
Year-to-Date Revenue	\$ 4,310	\$ 77,187	\$ 1,887,867	\$ 2,424,462	\$ 412,413	\$ 175,009	\$ 491,726	\$ 5,472,973	Total Direct budget is \$10,560,522 + \$1,524,255 indirects= \$12,084,777			
Direct Budget	\$ 15,043	\$ 299,905	\$ 3,878,817	\$ 3,036,833	\$ 1,219,147	\$ 602,422	\$ 1,508,355	\$ 10,560,522				
Budget	\$ 15,043	\$ 299,905	\$ 4,724,791	\$ 3,682,696	\$ 1,238,534	\$ 602,422	\$ 1,521,386	\$ 12,084,777				
	28.6%	25.7%	48.7%	79.8%	33.8%	29.1%	32.6%	51.8%				

Expenditures												
Personnel	\$ 511	\$ 14,999	\$ 203,871	\$ 270,108	\$ 72,404	\$ 8,924	\$ 31	\$ 570,848	\$ 3,123,276	\$ 5,920,623	\$ 6,775,177	53%
Operating	\$ 28	\$ 622	\$ 36,820	\$ 80,860	\$ 10,836	\$ 43,668	\$ 81,347	\$ 254,180	\$ 1,317,114	\$ 4,478,408	\$ 5,124,800	29%
Capital Outlay	\$ -	\$ -	\$ -	\$ 18,761	\$ -	\$ -	\$ -	\$ 18,761	\$ 20,195	\$ 161,491	\$ 184,800	13%
Monthly Expenditures	\$ 539	\$ 15,620	\$ 240,691	\$ 369,729	\$ 83,240	\$ 52,592	\$ 81,377	\$ 843,789	\$ 4,460,585	\$ 10,560,522	\$ 12,084,777	42.2%
Year-to-Date Expenditures	\$ 2,415	\$ 85,106	\$ 1,268,578	\$ 2,110,772	\$ 436,464	\$ 201,813	\$ 374,199	\$ 4,479,347	Total Direct budget is \$10,560,522 + \$1,524,255 indirects= \$12,084,777			
Direct Budget	\$ 15,043	\$ 299,905	\$ 3,878,817	\$ 3,036,833	\$ 1,219,147	\$ 602,422	\$ 1,508,355	\$ 10,560,522				
Budget	\$ 15,043	\$ 299,905	\$ 4,724,791	\$ 3,682,696	\$ 1,238,534	\$ 602,422	\$ 1,521,386	\$ 12,084,777				
	16.1%	28.4%	26.8%	57.3%	35.2%	33.5%	24.6%	37.1%				

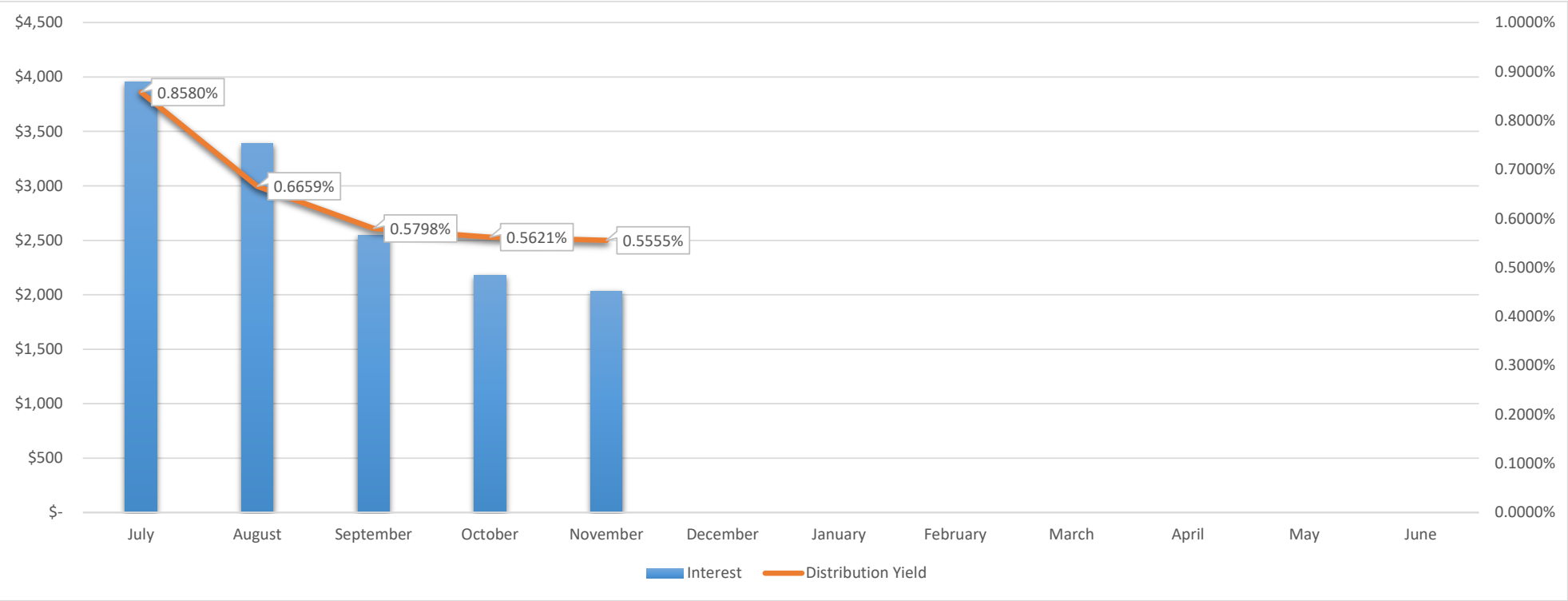
YTD REVENUES



YTD EXPENDITURES



YTD INVESTMENT YIELD TRENDS





2021 PUBLIC MEETING NOTICE

December 15, 2020

Southwest District Health
Nikole Zogg, Director
13307 Miami Lane
Caldwell, ID 83607

The Southwest District Health Board of Health will hold their monthly Board Meetings on the following dates at 9:00 a.m., unless otherwise noted, at Southwest District Health, 13307 Miami Lane, Caldwell, Idaho.

Tuesday, January 26, 2021*
Tuesday, February 23, 2021*
Tuesday, March 16, 2021
Tuesday, April 27, 2021
Tuesday, May 18, 2021
Tuesday, June 22, 2021

Tuesday, July 27, 2021
Tuesday, August 24, 2021
Tuesday, September 28, 2021
Tuesday, October 26, 2021
Tuesday, November 16, 2021
Tuesday, December 14, 2021*

This public notice satisfies the notice of meeting requirements in Idaho Code 74-204(1), Open Meeting Law. This document is posted in the principal office of Southwest District Health where the Board of Health meetings are held.

If you have any questions, please contact Nikole Zogg at 208-455-5317.

* These meetings will be held from 10:00 a.m. to 1:00 p.m. to allow for winter driving conditions.

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DHR RECOMMENDATIONS FOR FY 2022

Pursuant to Idaho Code §67-5309C, DHR must include recommendations on the following components: salary structure adjustment, specific occupational inequity (payline exception), merit pay increase, and employee benefit packages. DHR's recommendations are as follows:

- a) **Salary Structure Adjustment:** To more accurately align with the job market, DHR recommends at least a 2% increase to the salary structure. This increase would move the policy rate closer to the average market rate (as outlined in statute). The overall structure increase would keep the integrity of the current structure of 70% to 125%.

The estimated fiscal impact of this 2% change is \$121,000 in the General Fund ("GF") and \$168,000 in other funds, for a total of \$289,000, to bring 417 employees up to the new minimum of the salary ranges.

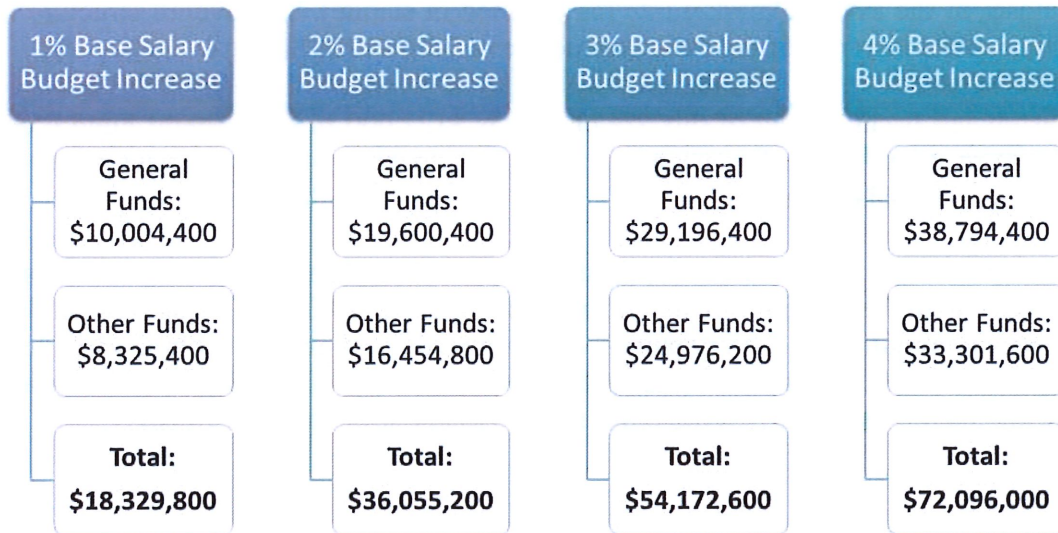
For comparison, the estimated fiscal impact of a 1% change is \$151,000 to bring 362 employees up to the new minimum, and a 3% change is \$573,000, to bring 559 employees up to the new minimum of the salary ranges. All estimated fiscal impacts include variable benefits averaged at 22.5%. (Costs of variable benefits may vary during legislative session.) The following diagram summarizes the impact of the salary structure adjustments:



- b) **Specific Occupational Inequity/Payline Exception Component:** DHR recommends continuing with the job classifications that are currently on payline exception to address specific recruitment and retention issues. The total of the salaries over the pay grade maximum is \$868,201. All salaries related to the classifications on payline exception are covered in agency budgets. No additional appropriation is necessary. See Appendix K.

- c) **Merit Increase Component:** DHR recommends at least a 2% increase for the salary component of state employee compensation administered in accordance with the State's merit-based pay system. This increase is an appropriate step to keep pace with the current job market.

The approximate cost of a 2% increase to the general fund is \$19,600,400, and \$16,454,800 in other funds, for a total of \$36,055,200.⁵⁸ The following diagram summarizes the impact of varying increments of merit increases:



DHR also recommends that the FY 2021 2% across the board increases for target positions be implemented in FY 2022.

- d) **Employee Benefit Package:** The State's employee benefit package continues to be a key component of the State's total compensation package for employees. DHR recommends the State maintain the overall design of the benefits package and percentage contributions for employee benefits.

⁵⁸ Estimated costs of merit increase component does not reflect variable benefits.