



**SPECIAL BOARD OF HEALTH MEETING MINUTES
Wednesday, May 11, 2022**

BOARD MEMBERS:

Georgia Hanigan, Commissioner, Payette County – present (via Zoom)
Lyndon Haines, Commissioner, Washington County – present (via Zoom)
Keri Smith, Commissioner, Canyon County – present
Kelly Aberasturi, Commissioner, Owyhee County – present
Viki Purdy, Commissioner, Adams County – present (via Zoom)
Sam Summers, MD, Physician Representative – present
Bryan Elliott, Commissioner, Gem County – present

STAFF MEMBERS:

In person: Nikki Zogg, Katrina Williams, Colt Dickman, Josh Campbell

Via Zoom: Troy Cunningham, Ashley Anderson, Doug Doney, Sarah Price

GUESTS: No members of the public attended the meeting.

CALL THE MEETING TO ORDER

Chairman Bryan Elliott called the meeting to order at 9:04 a.m.

PLEDGE OF ALLEGIANCE

Meeting attendees participated in the pledge of allegiance.

ROLL CALL

Commissioner Aberasturi – present; Dr. Summers – present; Chairman Elliott – present; Commissioner Hanigan – present via Zoom; Commissioner Purdy – present via Zoom; Commissioner Haines – present via Zoom; Commissioner Smith - present.

REQUEST FOR ADDITIONAL AGENDA ITEMS; APPROVAL OF AGENDA

MOTION: Dr. Summers made a motion to approve the agenda as presented. Commissioner Smith seconded the motion. All in favor; motion carries.

IN-PERSON PUBLIC COMMENT

No members of the public attended the meeting to provide in-person public comment.

EMPLOYEE COMPENSATION

At the last Board meeting, Board members asked that additional compensation options for employees be explored in an effort to retain staff. The leadership team worked to identify options. Nikki explained that the proposed budget cannot support any additional permanent pay increases for all staff without significantly cutting operating or personnel expenditures. However, there are significant salary savings from several long-standing vacant positions this fiscal year. As a result, there are funds available from existing Fiscal Year 2022 that could support a one-time \$2,000 retention bonus for all staff. She presented two viable options. The first option and recommendation of the leadership team is for the

board to approve a one-time bonus and review our financial situation mid-fiscal year 2023 to determine if a permanent pay increase can be supported. The second option offered to the board for consideration was no additional compensation now and review our financial situation mid-fiscal year 2023 to determine if a permanent pay increase can be supported.

Nikki asked that the Board allow an exception to policy for several staff who have been here less than six months. The leadership team would like to include all staff who were hired before June 12, 2022, to be eligible to receive the retention bonus.

Board members discussed the retention bonus option. Commissioner Smith acknowledges this is a retention bonus but asked for consideration that a performance evaluation be on file prior to the retention bonus being given. Commissioner Smith asked that Board members give Nikki the discretion to work with Human Resources to establish those performance-based requirements for the bonus. Commissioner Purdy supports the bonus being tied to performance.

Board members asked from which pay category most staff are being lost? Sarah Price explained that for the most part the staff leaving are well distributed throughout the various pay scales.

Commissioner Aberasturi clarified that we are asking for an exception for the policy and has some concerns about allowing staff who have not yet been hired to receive the bonus.

Commissioner Smith asked if board members would be supportive of a retention bonus stating the \$2,000 could be given to those with a positive performance evaluation who have been here at least six months.

Nikki clarified that the proposal would be to implement a bonus for employees who have successfully completed six months' probation with an evaluation rating of achieves or better. She followed up stating several staff have been here less than six months and asked if Board members would support individuals who are hired prior to June 12 being eligible for the retention bonus after successfully completing probation.

Commissioner Haines supports this direction and agrees new staff should not receive the bonus immediately upon hire.

Troy made sure all board members are aware that any bonus given on a pay date beyond June 12 will land in Fiscal Year 2023 and will impact the budget for Fiscal Year 2023, though he does not anticipate it would be enough of an amount to disrupt the budget.

MOTION: Commissioner Smith made a motion to approve a \$2,000 retention bonus in Fiscal Year 2022 as allowed in the policy indicating retention pay may be granted when an employee has completed at least six months of work with an achieves rating or higher and to allow carryover into the Fiscal Year 2023 budget for those who have met the requirements and are currently employed. Commissioner Haines seconded the motion. All in favor; motion passes.

Following the motion passing, Nikki asked for clarification on the cutoff date for staff to be eligible and asked that all staff hired this fiscal year with the cutoff date of June 12, 2022, be eligible.

AMENDED MOTION: Commissioner Smith made a motion to approve a \$2,000 retention bonus in Fiscal Year 2022 as allowed in the policy indicating retention pay may be granted when an employee has completed at least six months of work with an achieves rating or higher and to allow carryover into the Fiscal Year 2023 budget for those who have met the requirements, are hired prior to June 12, complete six months' probation and attain an achieves rating or higher performance evaluation rating. Commissioner Haines seconded the motion. All in favor; motion passes.

COUNTY CONTRIBUTIONS AND FY23 BUDGET PROPOSAL

Nikki presented the Fiscal Year 2023 (FY23) budget proposal. Nikki conveyed on behalf of staff appreciation to the Board members for acknowledging retention efforts and the need to retain our staff. The budget has been developed to keep the District as good stewards. Nikki recognizes our workforce is our largest expense and also our largest asset.

Nikki provided a summary of the budget. Board members discussed the increases in contract revenue due largely to a federal subgrant related to COVID-19 and emergency response capacity building. These are one-time funds that will expire in 2024. Nikki also clarified that these funds may support four additional positions that are built into the budget but may not be used. The positions are in place in the event SWDH needs to respond to a COVID-19-related issues or other public health related emergency.

Board members requested more detail about why we have a 26% increase in contracts and operating expenses are up 30%. Nikki will provide that level of detail in writing, so it is available to the other Board of County Commissioner members during the proposed budget presentations.

Board members are comfortable with supporting the 3% increase requested except for Commissioner Purdy who noted that the Adams County Commissioners do not support any increase and do not support spending anymore on health boards.

MOTION: Commissioner Smith made a motion to approve the Fiscal Year 2023 budget proposal as presented with the 3% increase in county contributions and support the Fiscal Year 2023 budget proposal with the understanding that additional detail on the increases will be provided. Commissioner Aberasturi seconded the motion. One opposed; motion passes.

FISCAL YEAR 2023 BUDGET COMMITTEE MEETING SCHEDULING

Board members discussed the Fiscal Year 2023 Budget Committee Meeting scheduling and agree to hold the Budget Committee Meeting and Public Hearing on June 9 at 12 p.m. prior to the 1:30 p.m. annual Idaho Association of District Boards of Health (IADBH) meeting.

There being no further business the meeting adjourned at 10:29 a.m.

Respectfully submitted:



Nikole Zogg
Secretary to the Board

Approved as written:



Bryan Elliott
Chairman

Date: May 24, 2022