



BOARD OF HEALTH MEETING MINUTES

Thursday, November 28, 2023

BOARD MEMBERS:

Jennifer Riebe, Commissioner, Payette County – present
Lyndon Haines, Commissioner, Washington County – present
Zach Brooks, Commissioner, Canyon County – present
Kelly Aberasturi, Commissioner, Owyhee County – present
Viki Purdy, Commissioner, Adams County – present
Sam Summers, MD, Physician Representative – present
Bill Butticci, Commissioner, Gem County – present

STAFF MEMBERS:

In person: Nikki Zogg, Katrina Williams, Colt Dickman, Beth Kriete, Cas Adams, Charlene Cariou, Vito Kelso, Mitch Kiester, Tyler Thompson, Troy Cunningham, Monique Evancic, Michelle Schildhauer

Via Zoom: Jeff Renn

GUESTS: No guests attended the meeting.

CALL THE MEETING TO ORDER

Chairman Kelly Aberasturi called the meeting to order at 9:00 a.m.

PLEDGE OF ALLEGIANCE

Meeting attendees participated in the pledge of allegiance.

ROLL CALL

Chairman Aberasturi – present; Dr. Summers – present; Commissioner Purdy – present; Vice Chairman Haines – present; Commissioner Brooks – present; Commissioner Riebe – present; Commissioner Butticci – present.

REQUEST FOR ADDITIONAL AGENDA ITEMS

Chairman Kelly Aberasturi asked for additional agenda items. Board members had no additional agenda items or changes to the agenda.

IN-PERSON PUBLIC COMMENT

No public comment given.

OPEN DISCUSSION

Board members had no topics for open discussion.

APPROVAL OF MEETING MINUTES – OCTOBER 24, 2023

Board members reviewed meeting minutes from the meeting held October 24, 2023.

MOTION: Dr. Summers made a motion to approve the October 24, 2023, Board of Health meeting minutes as presented. Commissioner Riebe seconded the motion. All in favor; motion passes.

APPROVAL OF SPECIAL MEETING MINUTES – NOVEMBER 17, 2023

Board members reviewed meeting minutes from the Special Board of Health Meeting held November 17, 2023.

MOTION: Commissioner Riebe made a motion to approve the November 17, 2023, Special Board of Health meeting minutes as presented. Dr. Summers seconded the motion. All in favor; motion passes.

INTRODUCTION OF NEW EMPLOYEES

Division administrators introduced new staff.

OCTOBER 2023 EXPENDITURE AND REVENUE REPORT

Troy Cunningham, General Support Financial Manager, provided a brief update on the availability of expenditure and revenue data. Troy explained that reports pulled from Luma are not reconciling with the actual expenditures and revenues. Contract revenue remains low. The bulk of that revenue comes from Idaho Department of Health and Welfare (IDHW).

In response to Board of Health member questions from last month regarding accessing cash reserves, Troy explained that accessing cash reserves while working to remedy Luma reporting challenges and contract revenue collection is not yet significant but is beginning to be a trend. Troy pointed out that the Pre-Prosecution Diversion (PPD) funds and some other grant funds received are reported as Restricted Funds and as those activities are completed, those funds are drawn down. The cash drop is in part due to that dip.

Chairman Aberasturi asked Troy to ensure that Board members are notified when we get to the point of expending \$500,000 of the reserve funds. Troy will reach out to Nikki if that point is reached.

Personnel and Operating expenditures remain on target.

SUMMARY OF DISCUSSION WITH STATE CONTROLLER'S OFFICE

Nikki Zogg and Troy Cunningham met with members of the State Controller's Office to discuss Luma challenges and inquire about navigating away from Luma. The State Controller and Deputy State Controller are supportive of the health district's desire to move platforms and willing to assist with the transition. By statute, health districts are required to hold their funds in the state treasury. The next step is for Nikki and Troy to meet with the State Treasurer.

Board members asked about transitioning to a new platform and whether challenges on the State's end will continue to be encountered. Nikki explained that SWDH would have the opportunity to build the program with the vendor selected. The Treasurer has to allow the ERP to connect to our agency's funds being held.

Nikki will reach out to schedule a meeting with the State Treasurer and will keep the Board members informed.

SOUTHWEST DISTRICT HEALTH POLICY POSITION STATEMENTS

Nikki Zogg, SWDH District Director, presented policy position statements around priority areas as determined by CHNA results with housing, behavioral health and behavioral health care access being

primary priorities. These statements were presented at the Board of Health meeting held last month in October and Board members asked for additional time to review the policy statements.

Nikki asked Board members for feedback and guidance. She indicated that these would be available for staff as they navigate conversations with elected officials.

No feedback was provided and Board members support using the policy position statements as a tool for staff.

PROPOSED 2024 BOARD OF HEALTH MEETING DATES

Nikki shared a proposed 2024 Board of Health meeting dates calendar for Board member review. Nikki noted that occasionally scheduling conflicts arise and when that happens, Board members will have the opportunity to amend the meeting calendar.

MOTION: Commissioner Haines made a motion to approve the proposed 2024 Board of Health Meeting Calendar as presented. Commissioner Riebe seconded the motion. All in favor; motion passes.

TOBACCO AND VAPE USE PREVENTION

Hailee Tilton, SWDH Program Manager for the Risk Reduction Team under the Environmental and Community Health Services Division, shared information on tobacco and vape use prevention efforts across Region 3. Prevention efforts include working with schools with Catch My Breath curriculum, providing resources, referring individuals to the Quit Line, and using inflatable brains and lungs as visual aids for educating students and families. Increasing positive health outcomes by decreasing addiction is the goal of these efforts.

Commissioner Aberasturi asked what percentage of youth are now vaping rather than using traditional tobacco. Hailee responded that smoking rates among youth are very low at about 3% and about 17.9% use e-cigarette options.

COMMUNITY HEALTH NEEDS ASSESSMENT IMPLEMENTATION PLAN DISCUSSION

Alexis Pickering, Western Idaho Community Health Collaborative (WICHHC) Strategist, discussed the implementation plan for the Community Health Needs Assessment (CHNA) recently completed. Alexis provided a recap of WICHHC, discussed what constitutes an implementation plan, what to expect, and what is innovative about this particular plan. Aligning health systems, public health districts, healthcare, and social service sector partners is a challenge without an entity managing that convening and aligning.

An implementation plan is a three-year plan and explains what will be done to address the needs identified within the community. Collaborating on a shared plan will allow coordination with other partners to reduce duplication, address gaps, and make a bigger impact.

Charlene Cariou, SWDH Program Manager, shared information about SWDH's role in the implementation plan. One focus point she shared is defining mobile health and how to coordinate a regional mobile health strategy to ensure the best reach. The work will come from the SWDH clinical service staff, behavioral health staff, and community health staff.

Alexis shared that the Community Health Action Teams' (CHATs) capacity and infrastructure allows information gathering and implementation plan project execution and SWDH's ability to fund these CHATs makes a difference in supporting these vital community groups.

Moving forward with the implementation plan, Alexis will work with WICHHC members including SWDH to secure funding to support some of the strategies identified, to engage SWDH team members in workgroups that align with priorities, and identify funding with existing budgets to continue funding the CHAT groups. In addition, workgroups for the priorities will be convened to identify timelines and develop more specific indicators.

QUARTERLY WESTERN IDAHO COMMUNITY CRISIS CENTER LEASE RENEWAL

Cas Adams, Southwest District Health Project Manager, provided the updated lease renewal for property at 524 Cleveland Boulevard, Caldwell, Idaho, currently being used for the Western Idaho Community Crisis Center (WIDCCC). Cas pointed out that the renewal requests a 3% increase each year. Nikki added that SWDH legal counsel has reviewed the lease and has no concerns. Cas clarified that the initial lease was for a 5-year term. However, due to required renovations, the occupancy began in January of 2019.

Board members asked if lease negotiations took place to request reduced rent, or an early exit clause. Cas explained that in early November the former building owner reached out and there were some negotiations for the next lease. Following those conversations, the previous owner sold the building. Negotiations have now transitioned to the new property management company.

Board members asked if SWDH utilizes its own representative in completing comparative market analysis. Nikki explained that SWDH has used an agency in the past to complete market analyses. Board members asked Nikki to initiate a comparative market analysis to evaluate whether this rental rate aligns with market rate.

Cas is pursuing alternative grants to assist with WIDCCC funding. She reported that she did receive approval from the early diversion federal grant to allocate approximately \$37,000 of the grant funding to WIDCCC. She is waiting to hear back from St. Luke's and has submitted a small grant request to Intermountain Health. In addition, Intermountain Health has requested to meet to discuss a larger grant.

Board members requested SWDH pursue a comparison rental analysis to ensure we are paying market rate. Board members also asked staff to ask for a shorter lease term. Board members also asked for clarification of early lease termination if funding for WIDCCC does not continue.

Cas will work to initiate a market assessment and if needed a Special Board meeting can be arranged. Cas will also gather information to clarify penalties for early lease termination.

DIRECTOR'S REPORT

Winter Board of Health Meeting Hours

Board of Health meeting hours will shift to a 10:00 a.m. start beginning in December to allow extra travel time for Board members.

Idaho Association of District Board of Health (IADBH) Annual Meeting Location and Timing

District Directors have been asked to reach out to their boards to ask about preferred meeting locations and times for the annual IADBH meetings. Historically, the meetings rotate location and host district and usually include a business meeting and education. The question is whether the Board's preference is to still host the meetings in their districts or to hold the meetings in a more convenient location. Board members were also asked their preference around timing. Historically, the meeting has been held around June when schedules tend to be busier, graduations happen, and school lets out. This timing conflicts with the annual Idaho Association of Counties (IAC) meeting.

Board members discussed if rather than doing late spring/early summer meetings, fall might be a more appropriate annual meeting time as we prepare for the legislative session. Board members also provided input that separate meetings may be most convenient but, location is most convenient to dovetail with an IAC meeting and board members agree Boise is always most convenient and accommodations and lodging are much more available.

EXECUTIVE SESSION

At 11:03 a.m., Chairman Aberasturi made a motion to go into Executive Session pursuant to Idaho Code 74-206(a). Commissioner Haines seconded the motion. Roll call was taken. All in favor.

At 11:20 a.m. Board members came out of Executive Session. No action was taken as a result of the executive session.

There being no further business, the meeting adjourned at 11:21 a.m.

Respectfully submitted:

Approved as written:



Nikole Zogg
Secretary to the Board



Kelly Aberasturi
Vice-Chairman

Date: December 19, 2023