



**Board of Health Meeting**  
 Tuesday, March 19, 2024, 10:00 a.m.  
 13307 Miami Lane, Caldwell, ID 83607

Public comments specific to an agenda item for the March 19, 2024 Board of Health meeting can be submitted [here](#) 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 9:00 a.m. on Monday, March 18, 2024. The meeting will be available through live streaming on [the SWDH You Tube channel](#).

**Agenda**

**A = Board Action Required**

**G =Guidance**

**I = Information item**

10:00	A	Call the meeting to order	Vice-Chairman Lyndon Haines
10:01		Pledge of Allegiance	
10:02		Roll call	Vice-Chairman Lyndon Haines
10:04	A	Call for changes to agenda; vote to approve agenda	Vice-Chairman Lyndon Haines
10:05		In-person public comment	
10:10	I	Budget workshop	
		<ul style="list-style-type: none"> <li>• Fiscal Year 2025 Proposed Budget</li> <li>• Fiscal Year 2025 Employee Compensation Plan</li> <li>• Request for Change in Employee Compensation Plan</li> <li>• Fiscal Year 2025 County Contribution Request</li> </ul>	SWDH Staff Jody Waddy Nikki Zogg Troy Cunningham, Nikki Zogg
11:25		Break	
11:35	I	Open discussion	SWDH Board Members
11:40	A	Approval of February 28, 2024 minutes	Vice-Chairman Lyndon Haines
11:42	I	Introduction of new employees	Division Administrators
11:50	I	February 2024 Expenditure and Revenue Report	Troy Cunningham
12:05	A	Fiscal year 2025 Employee Compensation Plan discussion and approval	Nikki Zogg
12:15	A	Change in Employee Compensation Request approval	Nikki Zogg
12:20	A	Fiscal Year 2025 County Contributions Request review and approval	Nikki Zogg
12:35	A	Social Security participation follow up discussion and vote	Nikki Zogg, Guest Presenters
12:50	I	Legislative update	Nikki Zogg
1:00		Adjourn	

**NEXT MEETING:** Tuesday, April 23, 2024 – 9:00 a.m. **(Note 9:00 a.m. start time)**

***Healthier Together***

13307 Miami Lane ● Caldwell, ID 83607 ● (208) 455-5300 ● FAX (208) 454-7722



**BOARD OF HEALTH MEETING MINUTES**  
**Thursday, February 27, 2024**

**BOARD MEMBERS:**

Viki Purdy, Commissioner, Adams County – present  
Zach Brooks, Commissioner, Canyon County – present  
Bill Butticci, Commissioner, Gem County – not present  
Kelly Aberasturi, Commissioner, Owyhee County – present  
Jennifer Riebe, Commissioner, Payette County – present  
Lyndon Haines, Commissioner, Washington County – present  
John Tribble, MD, Physician Representative – present

**STAFF MEMBERS:**

In person: Nikki Zogg, Katrina Williams, Colt Dickman, Beth Kriete, Troy Cunningham, Vito Kelso

Via Zoom: Jeff Renn

**GUESTS:** Brian Benjamin, Jordan Zwygart

**CALL THE MEETING TO ORDER**

Chairman Kelly Aberasturi called the meeting to order at 10:02 a.m.

**PLEDGE OF ALLEGIANCE**

Meeting attendees participated in the pledge of allegiance.

**ROLL CALL**

Chairman Aberasturi – present; Dr. John Tribble - present; Commissioner Purdy – present; Vice Chairman Haines – present; Commissioner Brooks – present; Commissioner Riebe – present; Commissioner Butticci – not present.

**REQUEST FOR ADDITIONAL AGENDA ITEMS AND APPROVAL OF AMENDED AGENDA**

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. No members of the public present.

**OPEN DISCUSSION**

Board members had no topics for open discussion.

**APPROVAL OF MEETING MINUTES – JANUARY 23, 2024**

Board members reviewed meeting minutes from the January 23, 2024 meeting. Commissioner Riebe noted that the address for Western Idaho Youth Support Center is listed incorrectly and requested that an edit be made to properly identify the grand opening location.

**MOTION:** Commissioner Riebe made a motion to approve the January 23, 2024 Board of Health meeting minutes as presented with the requested address correction. Commissioner Haines seconded the motion. All in favor; motion passes.

#### **INTRODUCTION OF NEW EMPLOYEES**

New employee introductions were made.

#### **JANUARY 2024 EXPENDITURE AND REVENUE REPORT**

Troy Cunningham, Financial Manager, presented the January 2024 Expenditure and Revenue Report. A significant balance is still owed from Idaho Department of Health and Welfare (IDHW). Troy's staff is keeping in contact with IDHW and Nikki regarding this outstanding balance. Troy noted that interagency payments are more challenging than payments to an outside vendor.

The report also reflects that county contributions are lower than they should be due to Canyon County having had some challenges. As those payments get back on target, fee revenue should settle back to where it should be. Contract revenues remain close to target.

#### **ANNUAL AUDIT REVIEW AND ACCEPTANCE OF AUDIT REPORT**

Jordan Zwygart, Zwygart, John and Associates, presented the audit for fiscal years ending June 30, 2022 and June 30, 2023. He indicated that supporting documentation and proper accounting are in place. Internal controls of financial reporting and compliance with financial reporting had no findings.

Board members asked if LUMA will continue to create a challenge to extract data. Troy explained he worked with Jordan to pull the needed data for the audits and is anticipating that the 2024 financial reports and audit will go smoother.

**MOTION:** Commissioner Haines made a motion to accept the audit review as presented. Commissioner Riebe seconded the motion. All in favor; motion passes.

#### **SOCIAL SECURITY PARTICIPATION VOTE**

Brian Benjamin, State Controller's Office, provided background information and an overview of the upcoming Social Security participation vote. Prior to March 1, 2022, all public health districts were covered under the State of Idaho's Social Security agreement and contributions for the employer and employee share of Social Security were reported under the State's Employer Identification Number (EIN). Under House Bill 316 (2021 legislation), public health districts are no longer a state agency and are instead considered a single purpose district just like any other political subdivision. Public health districts have their own EINs, and each will hold a referendum vote to determine whether employees will continue paying into Social Security.

Board members discussed how to allocate the employer contribution portion should employees opt to not continue paying into Social Security. To help determine what actions we would take if staff had a no vote, Nikki will reach out to PERSI and request information from the 401(k) plan administrator.

Brian reminded board members that the decision for the Board of Health is whether to continue to give the 6.2% to employees in some form should staff vote to no longer pay into Social Security.

## **FEE SCHEDULE APPROVAL**

### **Family and Clinic Services Division**

Beth Kriete, Family and Clinic Services Division Administrator, presented the proposed Fiscal Year 2025 Fee Schedule. She noted that staff are working to maximize fee revenue. Sliding fee scales are still offered for folks who meet federal poverty guidelines. Beth explained that SWDH is moving toward more chronic disease management, evaluation and monitoring of patients. Providers we have on staff can provide all primary care and preventive care services.

**MOTION:** Commissioner Riebe made a motion to adopt the Fiscal Year 2025 Family and Clinic Services fee schedule as presented. Commissioner Haines seconded the motion. All in favor; motion passes.

### **Environmental and Community Health Services Division**

Colt Dickman, Environmental and Community Health Services Division Administrator, presented the proposed Fiscal Year 2025 proposed fee schedule. Colt explained that last year solid waste fees were revised to allow for clearer, more standardized calculations to ensure transparency and consistency. These include calculation of travel costs. Solid waste fee calculations did not include transportation costs with that calculation.

Board members support adjusting fees to get them closer to covering our actual costs and asked that following building season, Colt return to the Board and present data regarding the actual costs incurred and determine how to help ensure fees are covering the costs. Board members do not support subsidizing developer fees.

**MOTION:** Commissioner Brooks made a motion to adopt the Fiscal Year 2025 Environmental and Community Health Services fees as presented. Commissioner Haines seconded the motion. All in favor; motion passes.

## **EMPLOYEE RETENTION AND COMPENSATION ASSESSMENT**

Jody Waddy, Human Resources Associate, provided an update on employee retention and compensation. Retention efforts to attract and retain top talent as well as competitive compensation include educating staff on benefits available to them, updating job descriptions to highlight perks, conducting a salary assessment, and implementing quality improvement pilot projects to improve efficiencies.

Jody discussed results from the recent compensation assessment. Board members support merit pay increases and asked where the money for compensation increases will come from. Nikki will be presenting the compensation plan to the Board next month and will include our request for changes in employee compensation. Troy will be prepared to discuss the financial aspects of that the compensation plan.

## **EXECUTIVE COUNCIL REPORT**

Nikki Zogg and Commissioner Viki Purdy provided an update on the recent Executive Council meeting. Topics covered at the meeting included discussion of the bylaws and pending legislation that may impact public health. Commissioner Purdy carried forward the question from the SWDH Board of Health to the Executive Council regarding health districts moving from the state fiscal year cycle to the federal

fiscal year cycle. At this time, other health districts are not interested in pursuing that shift. However, the directors are in the process of preparing a pro/con analysis for the Executive Council.

### **LEGISLATIVE UPDATE AND BOARD GUIDANCE**

Nikki presented a legislative action summary that identifies legislation with potential impacts to public health and explained it is helpful for herself, staff, and Commissioner Purdy as Executive Council Representative, to be aware of SWDH's stance on each. Board members discussed several of the bills and asked that in the interest of time, Nikki provide a weekly update on legislative impacts.

### **DIRECTOR'S REPORT**

#### **Millennium Fund Update**

The Millennium Fund Committee made a recommendation to fund public health districts at \$2.1 million to work on tobacco cessation and youth vaping presentation. The funding formula approved by the trustees was not included in the appropriation bill's intent language. The directors are working with the Legislative Services Office to resolve this oversight and have a backup plan, if needed.

#### **Municipal Landfill Discussions with Counties**

For counties with solid waste facilities, public health district directors have raised concern about existing statute identifying public health districts as responsible for enforcement. This could put a health district in an awkward position due to the county funding requirements. This topic will likely be on the agenda at the annual Idaho Association of District Boards of Health (IADBH) meeting in October this year. Nikki will be reaching out to talk to the counties who have solid waste facilities to discuss how to best request that enforcement shift back to the Department of Environmental Quality (DEQ). This change in responsibility will require statute change.

There being no further business, the meeting adjourned at 1:40 p.m.

Respectfully submitted:

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Nikole Zogg  
Secretary to the Board

Kelly Aberasturi  
Chairman

Date: February 27, 2024



# SOUTHWEST DISTRICT HEALTH

## REVENUES & EXPENDITURE REPORT FOR FY2024

Feb-24

*Cash Basis*

Target 75.0%

Fund Balances		
	FY Beginning	Ending
General Operating Fund	\$ 362,480	\$ 1,705,534
Millennium Fund	\$ -	\$ 20,591
LGIP Operating	\$ 6,621,873	\$ 5,216,535
LGIP Vehicle Replacement	\$ 102,536	\$ 106,613
LGIP Capital	\$ 1,299,174	\$ 1,299,174
<b>Total</b>	<b>\$ 8,386,064</b>	<b>\$ 8,348,447</b>

} As of Mar 13, 2024

Income Statement Information			
	YTD		Month
Net Revenue:	\$ 7,109,986	\$ 871,419	
Expenditures:	\$ (6,562,245)	\$ (790,564)	
Net Income:	<b>\$ 547,741</b>	<b>\$ 80,855</b>	

Revenue								
	Admin	Clinic Services	Env & Community Health	General Support	Total	YTD	Total Budget	Percent Budget to Actual
County Contributions	\$ 660,374	\$ -	\$ -	\$ -	\$ 660,374	\$ 2,005,456	\$ 3,031,875	66%
Fees	\$ -	\$ 9,130	\$ 79,052	\$ -	\$ 88,183	\$ 1,037,710	\$ 1,553,787	67%
Contract Revenue	\$ -	\$ 138,753	\$ (16,046)	\$ -	\$ 122,707	\$ 3,647,706	\$ 6,580,992	55%
Sale of Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,100	0%
Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,152	\$ 150,000	133%
Other	\$ 10	\$ -	\$ -	\$ 145	\$ 155	\$ 218,962	\$ 124,049	177%
Monthly Revenue	<b>\$ 660,384</b>	<b>\$ 147,883</b>	<b>\$ 63,006</b>	<b>\$ 145</b>	<b>\$ 871,419</b>	<b>\$ 7,109,986</b>	<b>\$ 11,452,803</b>	<b>62%</b>
Year-to-Date Revenue	<b>\$ 2,383,727</b>	<b>\$ 1,857,788</b>	<b>\$ 2,868,449</b>	<b>\$ 23</b>	<b>\$ 7,109,986</b>	DIRECT BUDGET		

Expenditures								
	Admin	Clinic Services	Env & Community Health	General Support	Total	YTD	Total Budget	Percent Budget to Actual
Personnel	\$ 39,599	\$ 248,767	\$ 260,752	\$ 101,949	\$ 651,068	\$ 5,303,728	\$ 9,415,704	56%
Operating	\$ 21,595	\$ 27,449	\$ 49,720	\$ 40,733	\$ 139,496	\$ 1,219,551	\$ 1,784,160	68%
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130,000	0%
Trustee & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,966	\$ 122,938	32%
Monthly Expenditures	<b>\$ 61,195</b>	<b>\$ 276,216</b>	<b>\$ 310,472</b>	<b>\$ 142,682</b>	<b>\$ 790,564</b>	<b>\$ 6,562,245</b>	<b>\$ 11,452,803</b>	<b>57%</b>
Year-to-Date Expenditures	<b>\$ 499,779</b>	<b>\$ 2,250,956</b>	<b>\$ 2,587,531</b>	<b>\$ 1,223,979</b>	<b>\$ 6,562,245</b>	DIRECT BUDGET		



# SOUTHWEST DISTRICT HEALTH - ADULT CRISIS CENTER ACTIVITY

Feb-24

## REVENUES & EXPENDITURE REPORT FOR FY2024

Cash Basis

Target **75.0%**

### Adult Behavioral Health Activity

#### Income Statement Information

	YTD	Month
Net Revenue: \$	425,000	\$ -
Expenditures: \$	(644,940)	\$ (85,464)
Net Income: \$	(219,940)	\$ (85,464)

Revenue				
	Crisis Center	YTD	Total Budget	Percent Budget to Actual
Contract Revenue	\$ -	\$ 425,000	\$ 935,000	45%
Monthly Revenue	\$ -	\$ 425,000	\$ 935,000	45%
DIRECT BUDGET				

Expenditures				
	Crisis Center	YTD	Total Budget	Percent Budget to Actual
Personnel	\$ 3,457	\$ 29,615	\$ 36,963	80%
Operating	\$ 82,007	\$ 615,324	\$ 898,037	69%
Capital Outlay	\$ -	\$ -	\$ -	0%
Trustee & Benefits	\$ -	\$ -	\$ -	0%
Monthly Expenditures	\$ 85,464	\$ 644,940	\$ 935,000	69%
DIRECT BUDGET				



# SOUTHWEST DISTRICT HEALTH - YOUTH CRISIS CENTER ACTIVITY

Feb-24

## REVENUES & EXPENDITURE REPORT FOR FY2024

*Cash Basis*

Target 75.0%

### Income Statement Information

	<u>YTD</u>	<u>Month</u>
<b>Restricted Funds:</b>	\$ 4,090,218	\$ -
<b>Net Revenues:</b>	\$ 951,598	\$ 543,083
<b>Expenditures:</b>	\$ (910,028)	\$ (235,188)
<b>Net Income:</b>	\$ 5,951,844	\$ 307,895

## Youth Behavioral Health Activity

Revenue				
	Crisis Center	YTD	Total Budget	Percent Budget to Actual
<b>City/County Funds</b>	\$ -	\$ 639,237	\$ 639,237	100%
<b>SWDH OPIOID Settlement</b>	\$ -	\$ 124,656	\$ 124,656	100%
<b>BOH Committed Reserve</b>	\$ -	\$ 3,326,325	\$ 3,326,325	100%
Contract Revenue	\$ 543,083	\$ 951,598	\$ 300,959	316%
<b>Monthly Revenue</b>	\$ 543,083	\$ 5,041,816	\$ 4,391,177	115%
DIRECT BUDGET				

Expenditures				
	Crisis Center	YTD	Total Budget	Percent Budget to Actual
Personnel	\$ 18,937	\$ 159,371	\$ 257,040	62%
Operating	\$ 216,251	\$ 401,071	\$ 3,097,601	13%
Capital Outlay	\$ -	\$ -	\$ -	0%
Trustee & Benefits	\$ -	\$ 349,587	\$ 1,036,536	34%
<b>Monthly Expenditures</b>	\$ 235,188	\$ 910,028	\$ 4,391,177	21%
DIRECT BUDGET				







## EMPLOYEE COMPENSATION PLAN

### FISCAL YEAR 2025

#### **District Policy**

The compensation plan for Southwest District Health (SWDH) is designed to attract, retain, and recognize employees for their valuable contributions to public health service.

SWDH's Compensation Plan and pay-for-performance system is reviewed annually with adjustments made, if funding is available, to ensure employees are fairly compensated for their job knowledge, ability, conduct, and overall performance. In preparation for annual change in employee compensation discussions, the Human Resource (HR) office will assess changing market conditions, examine scheduled pay increases among neighboring government entities, and may choose to have a salary assessment completed by a third-party.

#### **Staff to support the Public Health Mission**

Multiple funding sources, along with the unique mission and needs of SWDH, impact the Compensation Plan. There are a variety of professional staff employed by the district performing a wide-range of public health services for the community: Advanced Practice Nurses, Registered Nurses, Licensed Practical Nurses, Registered Medical Assistants, Registered and Licensed Dietitians, Registered Dental Hygienist, and nationally Registered Environmental Health Specialists. In addition to a range of supporting Administrative Assistants, Office Specialists, Customer Service Representatives, and Clinical Assistants the district also employs technically sophisticated specialists in accounts payable/receivable, medical billing/collections, purchasing, human resources, Information Technology network and information systems, facilities management, community and emergency planning, health education, and epidemiology.

#### **Starting/Entry Salary Decisions**

SWDH has a formal written policy for new-hire starting wage determinations (Executive Policy 02). It is SWDH's policy to start new employees at a minimum of 85% of policy based on the State of Idaho's pay schedule established by the Idaho legislature or the 10th percentile minimum per the regional salary assessment results conducted by a third-party, whichever is higher. The district hires at a rate that reflects the quantity and quality of candidates' experience and education levels. Starting salaries are based on the worth of that particular job to our agency and are not altered to meet a job applicant's personal, non-job-related situation or expenses. Advanced salary placement may be at the district director's discretion considering available budget, market, applicant's work experience and qualifications, and relation to existing staff salaries within the pay grade assigned to the employee's classification. A living wage adjustment may also be made for certain positions based on local market data.

#### **Performance-Based Salary Increases**

For performance pay purposes, the district considers employees with a performance evaluation rating on file eligible. Employees on entry probation will not be eligible for a performance pay increase unless there are extenuating circumstances. The director will review and determine if extenuating circumstances warrant consideration for a performance pay increase. Employees on a formal "performance improvement plan" are not eligible for performance pay increases.

Performance-based increases for the district director are at the discretion of the Board of Health. Pay compensation decisions for the director are at the discretion of the Board of Health. Only the Board of Health may approve a change in compensation for the director.

The district HR office is responsible for determining the performance-based salary adjustments of staff based on the Board of Health's direction. The process for determining performance-based salary adjustments is as follows. The HR office prepares a spreadsheet of performance eligible employees identified and sorted by evaluation ratings, pay range (minimum, mid-point, maximum), current hourly pay, current annual wage, and the pay range for that job classification. HR calculates performance increases based on recommendations from the leadership team, develops a report, and the director presents the report to the Board of Health for approval prior to the approval of the proposed budget for the next fiscal year. Although infrequent, the Board of Health may choose to approve performance-based salary increases to staff during the fiscal year.

In lieu of a permanent performance-based increase, when funding may not exist to implement a permanent increase, the Board of Health may approve a performance-based bonus for all eligible employees and describe how the bonus is to be dispersed.

### **Cost of Living Adjustments**

Cost of living adjustments (COLA) may be proposed by HR and the leadership team to the Board of Health for consideration and approval.

### **Salary Increases-Conditional**

Temporary increases may be provided in recognition of additional assignments or acting appointments. Memorandum of Understanding (MOU) agreements drawn between SWDH and an employee on a conditional salary increase will include language that if the employee should tender his/her resignation during a time when the temporary increase is in place, the temporary increase will end before the final pay period, and vacation and compensatory balances will be paid off at the normal rate of pay.

### **Recruitment Bonus**

SWDH may exercise the option to provide a bonus for recruitment purposes, but only for extremely hard-to-fill positions. Approval for such bonuses will reside with the district director. The district will ensure employees have completed at least six months of work with a performance evaluation on file, before providing recruitment bonuses. Hiring agreements or memorandums documenting conditions for payment of recruitment bonuses will be provided to the employees and placed in their personnel files.

### **Retention Pay/Incentives and Strategies**

~~The use of retention incentives and strategies are used in combination to retain employees and keep them from leaving. These are typically forms of financial incentive, but not in all cases. SWDH will determine the need for retention pay on a case-by-case basis. If an employee indicates another competitive job offer, or if the district deems market conditions exist which may give incentive to employees to leave their employment, management may consider a retention award.~~

Forms of retention incentives and strategies include:

- Offering higher base salaries (e.g., hard to fill/retain positions like medical providers)
- One-time retention bonus
- Telecommuting arrangements
- Flexible work schedules
- Reduced workdays
- Positive work culture and employee engagement
- Wellness perks

Retention bonuses may be considered if the district determines that:

- the unusually high or unique qualifications of the employee or a special need of the district for the employee's services makes it essential to retain the employee and that the employee would be likely to leave the district in the absence of a financial retention incentive, or
- a financial incentive to prevent an employee, category of employees, or group of employees from leaving before the closure or relocation of a district office, facility, or activity, if the district determines that given the district's mission requirements and the employee's competencies, the

district has a special need for the employee's services that makes it essential to retain the employee in their current position before the closure or relocation, or

- in combination with or in lieu of an annual performance-based or COLA increase for all staff, a financial retention incentive is more financially feasible.

In instances where all employees are being considered for a financial retention incentive, the Board of Health must approve in advance.

Financial Retention pay incentives may be granted when an employee has completed at least six (6) months of work with a performance evaluation of Meets Most or All Expectations or higher on file, regardless of probationary status.

### **Performance and Cost Savings Bonuses**

SWDH will use performance and cost savings bonuses throughout the year to recognize and reward excellence. Bonuses will be calculated based on the employee's salary and performance on the project or in instances of cost savings to the district, based on recognized and verified costs savings. All bonuses will be based on the availability of funds. Bonuses up to a total of two thousand dollars (\$2,000) may be awarded to individuals each fiscal year, in recognition of excellent performance or cost savings. Any bonuses related to cost savings will be awarded after the savings are recognized and verified, with distributions made out of the associated budget category. A memo documenting such performance will be provided to the employee and placed in their personnel file. Exceptions above the \$2,000 dollars may be granted under extraordinary circumstances, if approved in advance by the district director.

### **Recognition Bonuses**

On November 22, 2016, the SWDH Board of Health approved a new recognition bonus program that will recognize up to two employees twice per year who have demonstrated exemplary performance. Employees are nominated by a co-worker, an internal panel reviews the submissions, and selects the strongest two nominations. The amount of this bonus will be \$250 per recognized employee. This bonus program was implemented to show active performance management. Recognition is crucial to effective engagement and motivation of employees. The intent of this formal recognition program is to recognize employees that exemplify the values of the organization and work to further the overarching goals in a way that is meaningful for those employees.

At the director's discretion, a recognition bonus, up to \$2,000, may be given to an employee who has demonstrated exceptional work performance.

### **Reclassifications**

When a position is reclassified to a job classification in a higher pay range, the employee's salary will be increased, if necessary, to at least a minimum of 85% of the market policy of the new pay range or the 10th percentile minimum per the regional salary assessment results conducted by a third-party, whichever is higher. Any additional increase will be considered on a case-by-case basis and must be approved in advance by the district director.

If an employee's position is reclassified downward, the employee's salary will remain the same unless it is above the new pay range. In these instances, the employee's salary will be adjusted to the maximum hourly rate of the lower pay range.

### **Maximum Salaries**

It is the health district's policy that no position shall be paid more than the salary maximum allowed per the pay range of the position which is equal to 120% of the local market rate and assessed annually.

### **Demotions**

In the event of a reduction in force, an employee may elect to take a voluntary demotion to a position for which they are qualified rather than be laid off. Non-disciplinary demotions will be handled in the same manner as downward reclassifications.

### **Transfers**

Transfers will be addressed in the same manner as starting salaries.

### **Reinstatements**

~~Reinstatements will be addressed in the same manner as starting salaries.~~

### **Promotions**

The health district has a written Executive Policy (02) regarding promotions. Upon promotion, the employee's salary will be increased, if necessary, to at least 85% of the market policy of the new pay range of 10th percentile minimum per the regional salary assessment results conducted by a third-party, whichever is higher. Any additional increase will be determined on a case-by-case basis with consideration of the promoted employee's current salary compared to other employees with similar education and experience or qualifications, market considerations, and budgetary constraints and must be approved in advance.

### **On-call Time**

On-call time is required only for certain specified positions due to SWDH's commitment to respond to all public health threats and emergencies regardless of normal business hours. Employees required to carry the cell phone will be compensated for each weekend day with two hours of on-call time earned for their service. All employees who are contacted outside normal work hours to respond to an emergency will be provided compensatory time as appropriate. Employees who are considered Executive are not eligible for on-call compensation.

### **Overtime Pay**

All SWDH employees will be informed of their status in relationship to overtime expectations as part of their new employee orientation or pre-employment discussions. Unless cash payment is specifically authorized by the district director, all overtime will result in compensatory time awards.

### **Compensatory Time**

All FLSA designated Administrative and Professional employees of SWDH shall earn compensatory time when authorized overtime is worked. Employees designated as Covered employees under FLSA may be authorized to either accrue compensatory time at time-and-one-half or be compensated through payment of their authorized overtime through payroll. Employees designated as Executives shall not earn compensatory time.

It is health district policy that compensatory time balances in the "previous six months" category for employees designated as Covered are to be used by the last pay period in June and December. Management of overtime and compensatory time balances is a delegated responsibility of division administrators.

### **Holiday Pay**

Paid time off for holidays is a benefit, and as such, will be awarded equitably in a substantially similar manner to all employees in the same classification. Holiday pay will be determined in proportion to the number of hours worked during a normal workweek. SWDH employees do not typically work on holidays; however, if an employee is required to work on a holiday the time worked on a holiday will be treated as overtime regardless of the remaining hours recorded for the week in which the holiday falls.

### **Internal Salary Equity and Employee Concerns**

SWDH regularly assesses salary equity and compression and makes adjustments for jobs that are substantially similar for employees who have similar work experience, education, and performance in those jobs.

All employees are encouraged to discuss concerns with their supervisor to reach mutually satisfactory resolution at the lowest level possible. If an employee believes there is a problem with their compensation due to inequities within the organization, they are strongly encouraged to bring this issue to HR. No retaliation will occur for expressing such concerns or using the problem-solving process.

### **Plan Implementation**

After this compensation plan is reviewed and approved by the Board of Health, the change in employee compensation distributions will be effective with the pay period beginning ~~April 3, 2023~~ June 9, 2024.

Nikki Zogg  
Director

Adopted: March ~~28, 2023~~ 19, 2024

Attachments: [FY25 Compensation Schedule](#) ~~[FY24 Compensation Schedule](#)~~

**FY2024****FY24 COMPENSATION SCHEDULE FOR SWDH**

July 1, 2023 - June 30, 2024

(Effective: 03/28/2023)

Classification	Minimum (85%)	Mid (100%)	Max (120%)	FLSA	Leave Code
Administrative Assistant I	\$16.57	\$19.49	\$23.39	C	A
Administrative Assistant II	\$19.38	\$22.80	\$27.36	C	A
Clinical Assistant	\$16.57	\$19.49	\$23.39	C	A
Clinical Specialist	\$40.92	\$48.14	\$57.77	P	P
Communications Manager	\$34.52	\$40.62	\$48.74	A	P
Custodian	\$16.57	\$19.49	\$23.39	C	A
Customer Service Rep II	\$16.57	\$19.49	\$23.39	C	A
Dental Hygienist	\$28.04	\$32.99	\$39.59	P	P
Director	-	-	-	E	
Environmental Health Specialist I	\$23.07	\$27.14	\$32.57	C	A
Environmental Health Specialist II	\$26.38	\$31.03	\$37.24	A	P
Environmental Health Specialist, Sr.	\$30.92	\$36.38	\$43.66	A	P
Epidemiologist, Staff	\$30.92	\$36.38	\$43.66	S	P
Financial Manager	\$42.22	\$49.67	\$59.61	E	G
Financial Specialist, Sr.	\$27.64	\$32.52	\$39.03	A	P
Financial Technician	\$16.57	\$19.49	\$23.39	C	A
Grants/Contracts Officer	\$27.97	\$32.91	\$39.49	A	P
Health Education Specialist	\$24.48	\$28.79	\$34.55	S	P
Health Education Specialist, Sr.	\$27.64	\$32.52	\$39.03	A	P
Human Resources Associate	\$19.38	\$22.80	\$27.36	C	A
Human Resources Specialist	\$24.77	\$29.14	\$34.97	A	P
Human Resources Program Manager	\$35.79	\$42.10	\$50.52	A	P
IT Manager II	\$42.22	\$49.67	\$59.61	I	P
IT Operations & Support Technician, Sr.	\$21.86	\$25.72	\$30.86	C	A
IT Systems & Infrastructure Engineer I	\$29.21	\$34.36	\$41.23	I	P
IT Systems & Infrastructure Engineer II	\$32.46	\$38.18	\$45.82	I	P
Management Assistant	\$26.70	\$31.41	\$37.70	A	P
Medical Assistant, Registered	\$16.57	\$19.49	\$23.39	C	A
Nurse, Advanced Practice	\$34.52	\$40.62	\$48.74	P	P
Nurse, Licensed Practical	\$21.86	\$25.72	\$30.86	C	A
Nurse, Registered	\$29.44	\$34.63	\$41.56	P	P
Nurse, Registered Manager	\$39.83	\$46.86	\$56.23	P	P
Office Services Supervisor I	\$21.33	\$25.10	\$30.11	C	A
Office Services Supervisor II	\$24.48	\$28.79	\$34.55	C	A
Office Specialist I	\$16.57	\$19.49	\$23.39	C	A
Office Specialist II	\$18.07	\$21.26	\$25.51	C	A
Planner	\$27.64	\$32.52	\$39.03	S	P
Program Planning & Development Specialist	\$27.64	\$32.52	\$39.03	A	P
Program Specialist	\$24.48	\$28.79	\$34.55	A	P
Project Manager I	\$34.52	\$40.62	\$48.74	A	P
Public Health Division Administrator	\$47.07	\$55.38	\$66.46	E	G
Public Health Program Manager I	\$31.24	\$36.75	\$44.10	A	P
Public Health Program Manager II	\$34.52	\$40.62	\$48.74	A	P
Registered Dietitian	\$24.48	\$28.79	\$34.55	P	P
Registered Dietitian, Sr.	\$27.64	\$32.52	\$39.03	P	P
Research Analyst, Sr.	\$27.64	\$32.52	\$39.03	C	A
Research Analyst, Principal	\$30.40	\$35.76	\$42.91	A	P
Resources and Services Navigator	\$21.86	\$25.72	\$30.86	C	A
Technical Records Specialist I	\$16.57	\$19.49	\$23.39	C	A
Training and Development Manager	\$34.52	\$40.62	\$48.74	A	P
Training Specialist	\$27.64	\$32.52	\$39.03	S	P



**Proposed  
FY2025**

**FY25 COMPENSATION SCHEDULE FOR SWDH**

July 1, 2024 - June 30, 2025

(Effective: TBD)

Classification	Minimum (85%)	Mid (100%)	Max (120%)	FLSA	Leave Code
Administrative Assistant I	\$16.74	\$19.69	\$23.63	C	A
Administrative Assistant II	\$19.96	\$23.48	\$28.18	C	A
Clinical Assistant	\$16.74	\$19.69	\$23.63	C	A
Clinical Specialist	\$42.15	\$49.59	\$59.50	P	P
Clinician	\$25.10	\$29.53	\$35.44	P	P
Communications Manager	\$35.56	\$41.83	\$50.20	A	P
Community Health Worker	\$18.23	\$21.45	\$25.74	C	A
Custodian	\$16.74	\$19.69	\$23.63	C	A
Customer Service Rep II	\$16.74	\$19.69	\$23.63	C	A
Dental Hygienist	\$28.88	\$33.98	\$40.77	P	P
Director	-	-	-	E	
Environmental Health Specialist I	\$23.76	\$27.96	\$33.55	C	A
Environmental Health Specialist II	\$27.17	\$31.97	\$38.36	A	P
Environmental Health Specialist, Sr.	\$31.85	\$37.47	\$44.96	A	P
Epidemiologist, Staff	\$31.85	\$37.47	\$44.96	S	P
Financial Manager	\$43.49	\$51.16	\$61.39	E	G
Financial Specialist	\$25.51	\$30.02	\$36.02	A	P
Financial Specialist, Sr.	\$28.47	\$33.49	\$40.19	A	P
Financial Technician	\$16.74	\$19.69	\$23.63	C	A
Grants/Contracts Officer	\$28.81	\$33.89	\$40.67	A	P
Health Education Specialist	\$25.21	\$29.66	\$35.60	S	P
Health Education Specialist, Sr.	\$28.47	\$33.49	\$40.19	A	P
Human Resources Associate	\$19.96	\$23.48	\$28.18	C	A
Human Resources Program Manager	\$36.86	\$43.37	\$52.04	A	P
Human Resources Specialist	\$25.51	\$30.02	\$36.02	A	P
IT Manager II	\$43.49	\$51.16	\$61.39	I	P
IT Operations & Support Technician, Sr.	\$22.52	\$26.49	\$31.79	C	A
IT Systems & Infrastructure Engineer I	\$30.09	\$35.40	\$42.47	I	P
IT Systems & Infrastructure Engineer II	\$33.43	\$39.33	\$47.20	I	P
Management Assistant	\$27.50	\$32.35	\$38.82	A	P
Medical Assistant, Registered	\$16.74	\$19.69	\$23.63	C	A
Nurse, Advanced Practice	\$35.56	\$41.83	\$50.20	P	P
Nurse, Licensed Practical	\$22.52	\$26.49	\$31.79	C	A
Nurse, Registered	\$30.32	\$35.67	\$42.81	P	P
Nurse, Registered Manager	\$41.02	\$48.26	\$57.92	P	P
Office Services Supervisor I	\$21.97	\$25.85	\$31.02	C	A
Office Services Supervisor II	\$25.21	\$29.66	\$35.60	C	A
Office Specialist I	\$16.74	\$19.69	\$23.63	C	A
Office Specialist II	\$18.61	\$21.90	\$26.28	C	A
Peer/Recovery Support Specialist	\$16.74	\$19.69	\$23.63	C	A
Planner	\$28.47	\$33.49	\$40.19	S	P
Program Planning & Development Specialist	\$28.47	\$33.49	\$40.19	A	P
Program Specialist	\$25.21	\$29.66	\$35.60	A	P
Project Manager I	\$35.56	\$41.83	\$50.20	A	P

## FY25 COMPENSATION SCHEDULE FOR SWDH

July 1, 2024 - June 30, 2025

(Effective: TBD)

Classification	Minimum (85%)	Mid (100%)	Max (120%)	FLSA	Leave Code
Public Health Division Administrator	\$48.48	\$57.04	\$68.45	E	G
Public Health Program Manager I	\$32.18	\$37.86	\$45.43	A	P
Public Health Program Manager II	\$35.56	\$41.83	\$50.20	A	P
Registered Dietitian	\$25.21	\$29.66	\$35.60	P	P
Registered Dietitian, Sr.	\$28.47	\$33.49	\$40.19	P	P
Research Analyst, Sr.	\$28.47	\$33.49	\$40.19	C	A
Research Analyst, Principal	\$31.31	\$36.83	\$44.20	A	P
Resources and Services Navigator	\$22.52	\$26.49	\$31.79	C	A
Technical Records Specialist I	\$16.74	\$19.69	\$23.63	C	A
Training and Development Manager	\$35.56	\$41.83	\$50.20	A	P
Training Specialist	\$28.47	\$33.49	\$40.19	S	P

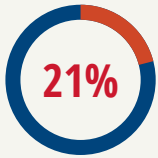
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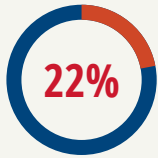
# SOUTHWEST DISTRICT HEALTH EMPLOYEE STATISTICS FY24

## TREND ALERT

Employee Turnover Rate (24% in FY20)



Southwest District Health  
Turnover Rate  
FEB 2022 - FEB 2023



Southwest District Health  
Turnover Rate  
FEB 2023 - FEB 2024

## RECRUITING MARKET

Statistics from February 2023 to February 2024



26 Vacancies  
Filled



6 Vacant  
Positions



22 Separations  
Processed

## FY24 INTERNAL PROMOTIONS



Five Fulltime Promotions

## FY24 FILLED POSITIONS

### ENVIRONMENTAL AND COMMUNITY HEALTH

Environmental Health Specialist 1 (3)  
Environmental Health Specialist, Sr.

### DISTRICT OPERATIONS

\*Administrative Assistant I  
Custodian  
Customer Service Representative 2  
Research Analyst, Sr.

### OFFICE OF THE DIRECTOR

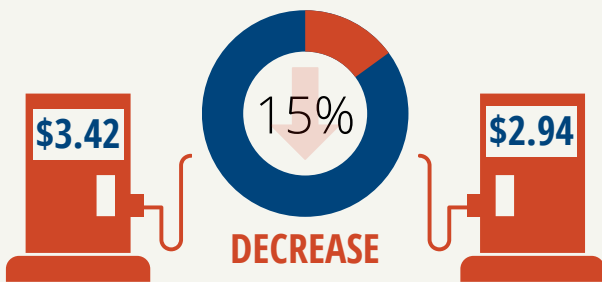
Medical Director  
Communications Manager

### FAMILY AND CLINIC SERVICES

Nurse, Registered (3)  
Clinical Assistant (4)  
Registered Dietitian, Sr. (2)  
Division Administrator  
Peer Counselor (2)  
Health Education Specialist, Sr.  
PH Program Manager 2  
PH Program Manager 1

## GAS PRICE IN TREASURE VALLEY

January 2020 - January 2023



## HOME PRICE IN CANYON COUNTY

(Intermountain Multiple Listing Service)



JAN. 2022  
\$424,000



JAN. 2023  
\$429,000

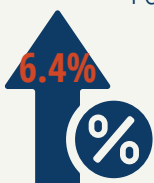


JAN. 2024  
\$383,000

3.4% DECREASE YTD

## MORTGAGE INTEREST RATE

February 2023 - February 2024



# SOUTHWEST DISTRICT HEALTH

## RETENTION EFFORTS

### FY24

#### HOSTED A FALL HR BENEFIT WORKSHOP



Highlighting available benefits to staff to increase knowledge and utilization of our current programs.

#### UPDATED JOB ANNOUNCEMENT TEMPLATE



Highlighting available perks, benefits, and detailed investment minimums SWDH guarantees to each employee.

#### CONTRACTED A SALARY ANALYSIS



To analyze our positions and salary ranges against the Treasure Valley job market data to ensure we are offering a competitive total compensation package.

#### PILOTED A QUALITY IMPROVEMENT TASK



To tackle district-wide process improvements.

#### CONTINUED RECOGNITION EFFORTS



Programs like Top Performer, Cost Saving and Performance Bonus programs recognize exemplary staff and their effort and commitment to the district.

#### UPDATED POSITIONS



Revamped job descriptions and repurposed existing positions to dynamically transform our career ladder, providing clearer pathways for advancement and longer-term opportunities for our current employees.



## Request for Change in Employee Compensation

Southwest District Health (SWDH) is requesting a 3% cost of living adjustment (COLA) for employees who have successfully completed 6 months of probation, received a meets some or higher rating on their current performance evaluation, and are not on a performance improvement plan.

The board is being asked to consider implementing the COLA on June 09, 2024 for an effective date of July 1. The cost of the 3% increase for fiscal year 2025 is approximately \$214,330.

The SWDH leadership team is recommending a COLA over a merit-based pay increase for the following reasons.

- SWDH adopted a new performance evaluation process in fiscal year 2024. Following evaluation of the new process we found that the district's average rating exceeded expectations. Sixty-seven percent of employees retained their same rating, while 26% experienced an increase, and 2% experienced a decrease.
- The majority, 68% of evaluations received a rating of exceeds expectations rating while 32% received a rating of meets most expectations.
- Executing a merit-based pay increase of 3% would mean only 10ths of a difference in percent of increase between the two rating tiers to stay within the budgeted 3%.

The SWDH leadership team is also recommending a one-time performance-based bonus for all staff hired on or before November 25, 2023. To be eligible, the employee must have successfully completed 6 months of probation, received a meets some or higher rating on their current performance evaluation, and not be on a performance improvement plan. SWDH will use 50% of Infrastructure grant funds and 50% of salary savings to cover this cost. Due to budget limitations, SWDH is not able to responsibly provide greater than a 3% permanent salary increase. The total cost of the bonuses is \$59,525 for fiscal year 2024 or approximately 1.0% of salaries. The SWDH leadership recommends the following distribution of the bonuses which are weighted more heavily toward staff in the lower end of the pay ranges to assist in supporting livable wages.

<b>Current Pay range</b>	<b>Amount of Bonus/Person</b>	<b>Number of Staff</b>	<b>Cost*</b>
\$16.57/hr- \$27.57/hr	\$725	49	\$35,525
\$28.14/hr- \$45.84/hr-	\$500	48	\$24,000
<b>Total Cost</b>			<b>\$59,525</b>

*\*Cost includes total cost to the district*

The total cost for change in employee compensation when considering the permanent 3% COLA increase and the one-time bonuses is \$273,855.

Presented to the Board of Health on March 19, 2024.



## Justification

- This year, a third-party compensation evaluator concluded that SWDH would need to increase salaries by 3.5% to 4% to fairly compensate staff in the current workforce market.
- Per the CPI for all urban consumers in the West, the average for food has increased 2.3% in the last year (since Feb 2023), housing increased 4.2%, and fuel down 4.2%. Electricity went up 11.5% while Utility Gas went down 5.3%.
- Keep employee turnover rate low. SWDH's goal is less than 10%.
- Retain top performing professional staff.
- Minimize the cost of onboarding (estimated cost is \$4,700 per recruitment and cost increases with multiple postings).
- Minimize the cost of training new employees, which can range from a few thousand dollars to tens of thousands of dollars depending on the position.

## Trends

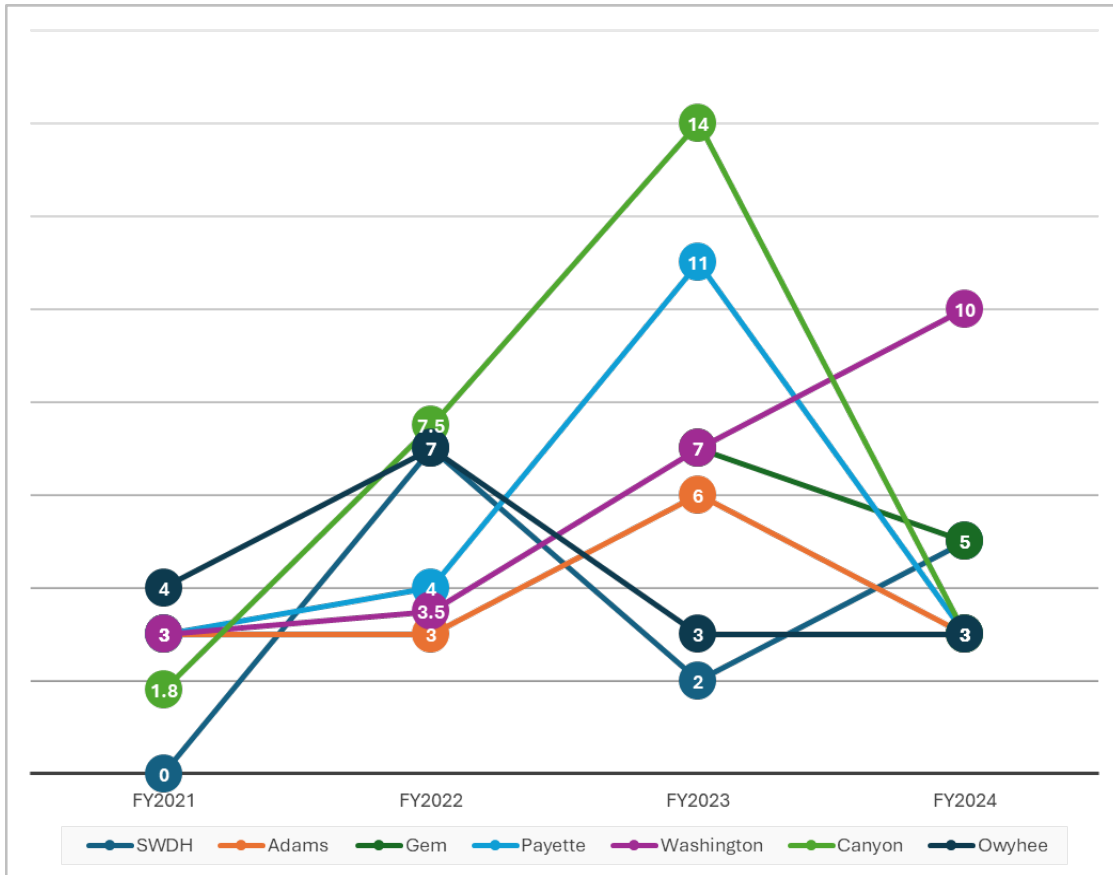
Southwest District Health's request for a 3% COLA increase is consistent with what other similar organizations have done across the region in the past 12 months.

FY24 County Increases	
County	Increase
Adams	3%
Canyon	3%
Gem	5%
Payette	3%
Owyhee	3% COLA
Washington	4-10%

Other FY24 Increases in our Market	
Central District Health	3-5% COLA & 2% CEC
State of Idaho	4% CEC



When looking at historical trends since fiscal year 2020, SWDH, on average, approves a lower change in employee compensation than the counties in the district.





## County Request - 3% Increase

Budget Request for County Fiscal Year 2025  
 Period Covered: October 2024 - September 2025  
 Based Upon Idaho Code 39-424

### County Fiscal Year Request

County Contribution = 70% Population Distribution + 30% Taxable Market Value (TMV)

County	2021	Percent Current Year	2022 Dollar Amount	2022 Dollar TMV	2022 Dollar Amount	County Total FY24 Contribution	County Total FY23 Contribution
	Population Estimate						
ADAMS	4,817	1.47%	\$32,442	2.99%	\$28,217	\$60,659	\$58,892
CANYON	251,065	76.79%	\$1,690,897	75.95%	\$716,756	\$2,407,653	\$2,337,527
GEM	20,418	6.24%	\$137,513	6.75%	\$63,701	\$201,214	\$195,354
OWYHEE	12,613	3.86%	\$84,947	3.20%	\$30,199	\$115,146	\$111,792
PAYETTE	26,956	8.24%	\$181,546	8.05%	\$75,969	\$257,515	\$250,015
WASHINGTON	11,087	3.39%	\$74,670	3.06%	\$28,878	\$103,548	\$100,532
<b>TOTAL</b>	<b>326,956</b>	<b>100.00%</b>	<b>\$2,202,015</b>	<b>100.00%</b>	<b>\$943,720</b>	<b>\$3,145,735</b>	<b>\$3,054,111</b>

### District Fiscal Year Request

CHANGE FY 2024 / FY 2025 Scaled to the State Fiscal Year

County	Approved FY2024	Requested FY2025 Annual		Requested FY2025 Monthly		Dollar Change Monthly	% Change Monthly	District Total FY Budget
		Jul - Sept	Oct - June	Jul - Sept	Oct - June			
		ADAMS	\$54,011	\$14,481	\$45,494			
CANYON	\$2,121,961	\$564,258	\$1,805,740	\$188,086	\$200,638	\$12,552	6.67%	\$2,369,999
GEM	\$175,876	\$47,205	\$150,911	\$15,735	\$16,768	\$1,033	6.56%	\$198,116
OWYHEE	\$104,538	\$27,729	\$86,360	\$9,243	\$9,596	\$353	3.81%	\$114,089
PAYETTE	\$229,958	\$61,575	\$193,136	\$20,525	\$21,460	\$935	4.55%	\$254,711
WASHINGTON	\$98,469	\$26,043	\$77,661	\$8,681	\$8,629	(\$52)	-0.60%	\$103,704
<b>TOTAL</b>	<b>\$2,784,813</b>	<b>\$741,291</b>	<b>\$2,359,301</b>	<b>\$247,097</b>	<b>\$262,145</b>	<b>\$15,048</b>		<b>\$3,100,593</b>



## Southwest District Health County Funding History

### District Fiscal Year July 1st through June 30th

County Contributions			
Fiscal Year	Base	Change from prior year	Dollar amount of change
2014	\$1,156,713	3.00%	\$33,690
2015	\$1,191,414	3.00%	\$34,701
2016	\$1,227,156	3.00%	\$35,742
2017	\$1,263,970	3.00%	\$36,814
2018	\$1,301,889	3.00%	\$37,919
2019	\$1,340,946	3.00%	\$39,057
2020	\$1,381,174	3.00%	\$40,228
2021	\$1,401,892	1.50%	\$20,718
<b>** 2022</b>	<b>\$1,892,992</b>	<b>0.00%</b>	<b>\$491,100</b>
2023	\$2,965,156	3.00%	\$1,072,164
2024	\$3,054,110	3.00%	\$88,954
2025	\$3,145,735	3.00%	\$91,625

- 27th PPD Year

- HB316 (\$2,878,792)

\*\* House bill 316 took effect March 1, 2022 resulting in an additional \$491,100 from the counties. No other increase approved

**FY2025 Annualized to county fiscal year contributions = 3% over total prior year funding**



## County Request - 2% Increase

Budget Request for County Fiscal Year 2025  
 Period Covered: October 2024 - September 2025  
 Based Upon Idaho Code 39-424

### County Fiscal Year Request

County Contribution = 70% Population Distribution + 30% Taxable Market Value (TMV)

County	2021	Percent Current Year	2022 Dollar Amount	2022 Dollar TMV	County		County Total FY23 Contribution
	Population Estimate				Amount	Total FY24 Contribution	
ADAMS	4,817	1.47%	\$32,127	2.99%	\$27,943	\$60,070	\$58,892
CANYON	251,065	76.79%	\$1,674,481	75.95%	\$709,797	\$2,384,277	\$2,337,527
GEM	20,418	6.24%	\$136,178	6.75%	\$63,083	\$199,261	\$195,354
OWYHEE	12,613	3.86%	\$84,122	3.20%	\$29,906	\$114,028	\$111,792
PAYETTE	26,956	8.24%	\$179,783	8.05%	\$75,232	\$255,015	\$250,015
WASHINGTON	11,087	3.39%	\$73,945	3.06%	\$28,597	\$102,542	\$100,532
<b>TOTAL</b>	<b>326,956</b>	<b>100.00%</b>	<b>\$2,180,636</b>	<b>100.00%</b>	<b>\$934,558</b>	<b>\$3,115,194</b>	<b>\$3,054,111</b>

### District Fiscal Year Request

CHANGE FY 2024 / FY 2025 Scaled to the State Fiscal Year

County	Approved FY2024	Requested FY2025 Annual		Requested FY2025 Monthly		Dollar Change Monthly	% Change Monthly	District Total FY Budget
		Jul - Sept	Oct - June	Jul - Sept	Oct - June			
		ADAMS	\$54,011	\$14,481	\$45,053			
CANYON	\$2,121,961	\$564,258	\$1,788,208	\$188,086	\$198,690	\$10,604	5.64%	\$2,352,467
GEM	\$175,876	\$47,205	\$149,445	\$15,735	\$16,605	\$870	5.53%	\$196,650
OWYHEE	\$104,538	\$27,729	\$85,521	\$9,243	\$9,502	\$259	2.81%	\$113,250
PAYETTE	\$229,958	\$61,575	\$191,261	\$20,525	\$21,251	\$726	3.54%	\$252,836
WASHINGTON	\$98,469	\$26,043	\$76,907	\$8,681	\$8,545	(\$136)	-1.56%	\$102,950
<b>TOTAL</b>	<b>\$2,784,813</b>	<b>\$741,291</b>	<b>\$2,336,396</b>	<b>\$247,097</b>	<b>\$259,600</b>	<b>\$12,503</b>		<b>\$3,077,688</b>





### County Request - 1% Increase

Budget Request for County Fiscal Year 2025  
 Period Covered: October 2024 - September 2025  
 Based Upon Idaho Code 39-424

### County Fiscal Year Request

**County Contribution = 70% Population Distribution + 30% Taxable Market Value (TMV)**

County	2021	Percent Current Year	2022		County		County Total FY23  Contribution
	Population Estimate		Amount	Dollar TMV	Amount	Total FY24 Contribution	
ADAMS	4,817	1.47%	\$31,812	2.99%	\$27,669	\$59,481	\$58,892
CANYON	251,065	76.79%	\$1,658,064	75.95%	\$702,838	\$2,360,902	\$2,337,527
GEM	20,418	6.24%	\$134,843	6.75%	\$62,464	\$197,307	\$195,354
OWYHEE	12,613	3.86%	\$83,298	3.20%	\$29,613	\$112,910	\$111,792
PAYETTE	26,956	8.24%	\$178,021	8.05%	\$74,494	\$252,515	\$250,015
WASHINGTON	11,087	3.39%	\$73,220	3.06%	\$28,317	\$101,537	\$100,532
<b>TOTAL</b>	<b>326,956</b>	<b>100.00%</b>	<b>\$2,159,257</b>	<b>100.00%</b>	<b>\$925,395</b>	<b>\$3,084,653</b>	<b>\$3,054,111</b>

### District Fiscal Year Request

County	Approved FY2024	CHANGE FY 2024 / FY 2025 Scaled to the State Fiscal Year				Dollar Change Monthly	% Change Monthly	District Total FY Budget
		Requested FY2025 Annual		Requested FY2025 Monthly				
		Jul - Sept	Oct - June	Jul - Sept	Oct - June			
ADAMS	\$54,011	\$14,481	\$44,611	\$4,827	\$4,957	\$130	2.69%	\$59,092
CANYON	\$2,121,961	\$564,258	\$1,770,677	\$188,086	\$196,742	\$8,656	4.60%	\$2,334,936
GEM	\$175,876	\$47,205	\$147,980	\$15,735	\$16,442	\$707	4.49%	\$195,185
OWYHEE	\$104,538	\$27,729	\$84,683	\$9,243	\$9,409	\$166	1.80%	\$112,412
PAYETTE	\$229,958	\$61,575	\$189,386	\$20,525	\$21,043	\$518	2.52%	\$250,961
WASHINGTON	\$98,469	\$26,043	\$76,153	\$8,681	\$8,461	(\$220)	-2.53%	\$102,196
<b>TOTAL</b>	<b>\$2,784,813</b>	<b>\$741,291</b>	<b>\$2,313,490</b>	<b>\$247,097</b>	<b>\$257,055</b>	<b>\$9,958</b>		<b>\$3,054,782</b>



## County Request - 0% Increase

Budget Request for County Fiscal Year 2025  
 Period Covered: October 2024 - September 2025  
 Based Upon Idaho Code 39-424

### County Fiscal Year Request

County Contribution = 70% Population Distribution + 30% Taxable Market Value (TMV)

County	2021	Percent Current Year	2022		County		County Total FY23  Contribution
	Population Estimate		Amount	Dollar TMV	Amount	Total FY24 Contribution	
ADAMS	4,817	1.47%	\$31,497	2.99%	\$27,395	\$58,892	\$58,892
CANYON	251,065	76.79%	\$1,641,648	75.95%	\$695,879	\$2,337,527	\$2,337,527
GEM	20,418	6.24%	\$133,508	6.75%	\$61,846	\$195,354	\$195,354
OWYHEE	12,613	3.86%	\$82,473	3.20%	\$29,319	\$111,792	\$111,792
PAYETTE	26,956	8.24%	\$176,258	8.05%	\$73,757	\$250,015	\$250,015
WASHINGTON	11,087	3.39%	\$72,495	3.06%	\$28,037	\$100,532	\$100,532
<b>TOTAL</b>	<b>326,956</b>	<b>100.00%</b>	<b>\$2,137,879</b>	<b>100.00%</b>	<b>\$916,233</b>	<b>\$3,054,111</b>	<b>\$3,054,111</b>

### District Fiscal Year Request

#### CHANGE FY 2024 / FY 2025 Scaled to the State Fiscal Year

County	Approved FY2024	Requested FY2025 Annual		Requested FY2025 Monthly		Dollar Change Monthly	% Change Monthly	District Total FY Budget
		Jul - Sept	Oct - June	Jul - Sept	Oct - June			
		ADAMS	\$54,011	\$14,481	\$44,169			
CANYON	\$2,121,961	\$564,258	\$1,753,145	\$188,086	\$194,794	\$6,708	3.57%	\$2,317,404
GEM	\$175,876	\$47,205	\$146,515	\$15,735	\$16,279	\$544	3.46%	\$193,720
OWYHEE	\$104,538	\$27,729	\$83,844	\$9,243	\$9,316	\$73	0.79%	\$111,573
PAYETTE	\$229,958	\$61,575	\$187,511	\$20,525	\$20,835	\$310	1.51%	\$249,086
WASHINGTON	\$98,469	\$26,043	\$75,399	\$8,681	\$8,378	(\$303)	-3.49%	\$101,442
<b>TOTAL</b>	<b>\$2,784,813</b>	<b>\$741,291</b>	<b>\$2,290,584</b>	<b>\$247,097</b>	<b>\$254,510</b>	<b>\$7,414</b>		<b>\$3,031,876</b>



## Summary of Legislative Activities

The legislation below is listed by priority with the most important and time sensitive at the top.

### **PUBLIC ASSISTANCE, PREGNANCY**

[H633](#), this bill, introduced by Representative Blanksma, amends *IC 56-270, State Plan Amendment*, and seeks to add provisions regarding postpartum Medicaid coverage for women by extending Medicaid eligibility for twelve (12) months for postpartum coverage to individuals, who while pregnant, are eligible to receive Medicaid. **The bill has passed the House, reported out of Senate Health & Welfare Committee, and filed for a Third Reading March 14.**

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### **CRISIS RESPONSE HOLDS**

[S1247](#), this bill, introduced by Senator Wintrow, adds to existing law to provide for 24-hour holds for persons with major neurocognitive disorders experiencing acute crisis. The intent of the legislation is to allow for the protective custody of individuals in acute crisis due to an unidentified underlying medical condition so they can get the care they need and return home. **This bill passed the Senate and was referred to House Health & Welfare Committee on March 6.**

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### **EMERGENCY MEDICAL SERVICES**

[S1416](#), this bill, introduced by Senator Harris and Representative Blanksma, would move EMS services from IDHW to the Office of Emergency Management, make EMS an essential service, and create the EMS Sustainability Fund. **This bill was reported out of Committee with a Do Pass Recommendation on March 15.**

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## Other Bill Updates

[H399](#), Maternal Mortality, Board, Report, sponsored by Representative Blanksma, **was transmitted to the Governor on March 15.** This bill proposes to amend IC 54-2806, to authorize the Board of Medicine to collect and review data and information concerning maternal mortality in the state of Idaho.

[H439](#), Idaho Immunization Assessment Board, sponsored by Representative Healey, **was transmitted to the Governor on March 15**. This bill amends session law to extend a sunset date to 2029.

[H441](#), this bill, introduced by Representatives Erickson and Rubel, amends *IC 37-2701, Uniform Controlled Substances*, and revises the definition of “drug paraphernalia” to exclude fentanyl testing strips. **The bill was transmitted to the Governor on March 15**.

[H591](#), Cervidae, Quarantine, sponsored by Representative Raymond, adds a new section, *IC 25-3705c, Quarantine, Fencing, Tissue Samples*, **reported out of Agricultural Affairs on March 7 and filed for Third Reading on March 8**. This bill adds to existing law to provide for fencing and harvest during quarantine of domestic Cervidae due to the presence of chronic wasting disease (CWD)-positive, CWD-suspect, or CWD-exposed herds or animals.

[S1234](#), this bill, introduced by Senator Wintrow, adds a new section, *IC 41-1853, Plans Covering Contraception*, and seeks to add to existing law to provide that health benefit plans and student health benefit plans covering contraception must provide reimbursement for a six-month supply except under certain circumstances. **Delivered to the Governor on March 14**.

[S1305](#), this bill, sponsored by Senator Nichols, establishes definitions for urban agriculture: community gardening, market gardening, urban farming, and victory gardening in a new chapter of Idaho Code under Chapter 10, Title 22. **The bill has passed the Senate and referred to Agricultural Affairs on March 5**.

[S1329](#), this bill, sponsored by Senator Anthon and Representative Ehardt, clarifies that consent for the furnishing of health care services to any person who is an unemancipated minor must be given or refused by the parent of such person. The Act further declares that a parent has a right to access health information relating to the parent’s minor child. **Delivered to the Governor on March 15**.

[S1351](#), this bill, introduced by Senator Carlson, amends *IC 74-106, Records Exempt from Disclosure* and seeks to allow the examination of public health, hospital care, medical records, including prescriptions, drug orders, and etc. to be available for the purposes of research and statistical analysis under a nondisclosure agreement. **This bill died the House Health & Welfare committee**.

[S1370](#), this bill, introduced by Senator Anthon and Representative Blanksma, amends existing law to revise provisions regarding the delivery of water within subdivision and certain civil actions and to provide for consideration of ground water when amending, repealing, or adopting a comprehensive plan. **According to IAC, this bill will not move forward this year**.

[S1393](#), this bill, introduced by Senator Harris, amends and adds to existing law to establish provisions regarding waste tire recycling by adding a new waste tire recycling fee of \$1.00 for each tire commercially sold in the state. The fund would be administered by DEQ for the purposes to clean up abandoned waste tire piles and provide for partial reimbursement for the costs of transporting, processing, and recycling. **This bill has been introduced in Health & Welfare and is not expected to move forward this year**.