



BOARD OF HEALTH MEETING MINUTES

Tuesday, March 18, 2025

BOARD MEMBERS:

Jennifer Riebe, Commissioner, Payette County – present
Jim Harberd, Commissioner, Washington County – present
Zach Brooks, Commissioner, Canyon County – present
Kelly Aberasturi, Commissioner, Owyhee County – present via Microsoft Teams
Viki Purdy, Commissioner, Adams County – present via Microsoft Teams
John Tribble, MD, Physician Representative – present via Microsoft Teams
Bill Buttici, Commissioner, Gem County – present

STAFF MEMBERS:

In person: Nikki Zogg, Katrina Williams, Don Lee, Beth Kriete, Aaron Howard, Ben Shatto, Violeta Pulido, Charlene Cariou, Sarah Price

Virtual: Colton Osborne

GUESTS: Jordan Zwygart

CALL THE MEETING TO ORDER

Vice-Chairman Zach Brooks called the meeting to order at 10:01 a.m.

PLEDGE OF ALLEGIANCE

Meeting attendees participated in the pledge of allegiance.

ROLL CALL

Chairman Aberasturi – present via Microsoft Teams; Dr. John Tribble – present via Microsoft Teams; Commissioner Purdy – present via Microsoft Teams; Commissioner Harberd – present; Vice Chairman Brooks – present; Commissioner Riebe – present; Commissioner Buttici – present.

REQUEST FOR ADDITIONAL AGENDA ITEMS AND APPROVAL OF AGENDA

Vice-Chairman Zach Brooks asked for additional agenda items. Board members had no additional agenda items or changes to the agenda.

MOTION: Commissioner Riebe made a motion to approve the agenda as presented. Commissioner Buttici seconded the motion. All in favor; motion passes.

IN-PERSON PUBLIC COMMENT

No public comment provided in person.

INTRODUCTION OF NEW EMPLOYEES

Division administrators introduced new employees.

FISCAL YEAR 2026 BUDGET WORKSHOP

Division Presentations

Family and Clinic Services

Beth Kriete, Family and Clinic Services Division Administrator, shared Family and Clinic Services highlights. Part of the behavioral health team has moved from the community health team to clinic services. Magellan, state's managed care contractor for all behavioral health services, assumed managing the contracts for the crisis center. Beth also shared that the Canyon County Pre-Prosecution Diversion Program is fully supported by grant funds.

Environmental and Community Health Services

Beth Kriete has been acting as co-division administrator for the Environmental and Community Health Services Division. She shared an overview of the division and a summary of the budget request highlights. The Public Health Emergency Preparedness and Epidemiological Response (PHEPER) team anticipates some funding decreases. In addition, the Consumer Protection Program is requesting another full-time equivalent (FTE) position to assist with restaurant inspections.

District Operations

Don Lee, Chief Operating Officer, provided a few highlights from the District Operations team including replacing the easement area lost to the Idaho Transportation Department (ITD) Highway 55 expansion project. The easement includes part of the walking track SWDH staff use regularly as well as some landscaped areas. In addition, he is working to coordinate a broad district-wide analysis of all of SWDH office locations, their services and physical locations to help inform decisions going forward.

Subgrants and Contracts Forecast

Nikki Zogg, District Director, and Aaron Howard, Financial Manager, shared an overview of anticipated subgrants and contracts. Stable funding is anticipated for the next fiscal year. There may be some shifts at the federal level as the new fiscal year approaches with some of the funding priorities shifting with the focus of the current administration.

Staff are looking for funding opportunities that may support gaps or needs in our services. Also, staff are working with partners to identify work that may benefit communities such as jail diversion and better support for emergency medical services (EMS).

Budget Proposal

Nikki Zogg shared the draft Fiscal Year 2026 (FY26) Budget Proposal. Board member discussion included fee increases, Medicaid payer services, and how demand for services has changed over time compared to the growth in the number of employees.

Aaron Howard, Financial Officer, provided an overview of the Fiscal Year 2026 (FY26) budget request. The executive summary shows the budget overall is increasing by 7.9%. We anticipate a 3.1% increase in fee revenue on the Environmental Health side. An increase of 2.25% in county contributions equating to a \$70,000 increase over last fiscal year is being requested.

Nikki added that this budget includes a 3% cost of living adjustment (COLA) for employees. Commissioner Brooks asked what each COLA percentage point equates to dollar-wise. Aaron will

calculate that dollar amount and share it out. Commissioner Aberasturi asked for a breakdown of actual budget versus pass through dollars.

Employee Compensation Plan Overview and Change in Employee Compensation

Sarah Price, Human Resources Manager, presented the Employee Compensation Plan. Board members discussed bonuses and one board member expressed philosophical opposition to bonuses being paid with taxpayer dollars. When asked if Nikki awarded any bonuses this current fiscal year, she responded that she had awarded several limited bonuses to finance team members for their work on implementing Luma in fiscal year 2024, but none that she can recall in the current fiscal year.

The only change to this year's plan is removal of the recognition bonus and the addition of the 401a social security replacement plan.

MOTION: Commissioner Riebe made a motion to accept the Employee Compensation Plan as presented. Commissioner Butticci seconded the motion. Six in favor; one opposed. Adams County's Board of Health representative voted no.

Opioid Settlement Fund Spending Plan

Charlene Cariou, SWDH Program Manager, presented the proposed opioid settlement fund spending plan for approval.

MOTION: Commissioner Riebe made a motion to approve the spending plan as presented. Commissioner Butticci seconded the motion. All in favor; motion carries.

Five Year Facilities and I.T. Infrastructure Plan

Don Lee presented the Five-Year Facilities and Infrastructure Plan. He noted that Clearwater Financial expects to complete the situation analysis by the beginning of the 2026 calendar year. Clearwater Financial will be engaging the board throughout the project.

JANUARY 2025 EXPENDITURE AND REVENUE REPORT

Aaron Howard, Chief Financial Officer, presented the January 2025 Expenditure and Revenue Report. Overall, personnel remains on target. Aaron is working through whether crisis center funds are processed through Trustee and Benefits or Operating.

APPROVAL OF FEBRUARY 2025 MEETING MINUTES

Board members reviewed meeting minutes from the February 25, 2025 Board of Health meeting.

MOTION: Commissioner Riebe made a motion to approve the February 25, 2025 meeting minutes as corrected. Commissioner Butticci seconded the motion. All in favor; motion passes.

ANNUAL AUDIT REVIEW AND ACCEPTANCE OF AUDIT REPORT

Jordan Zwygart from Zwygart John & Associates presented the audit report for fiscal year 2024 that ended June 30, 2024. Jordan reported that specific to federal grant, grant funds were spent correctly and adequate controls are in place to ensure no material deficiencies.

In response to questions regarding accuracy of Luma, Jordan explained that everything they saw showed the transaction was recorded in Luma but getting that data out of Luma was a challenge.

MOTION: Commissioner Butticci made a motion to accept the fiscal year 2024 audit review as presented. Commissioner Riebe seconded the motion. All in favor; motion passes.

WOMEN INFANT CHILDREN (WIC) OVERVIEW

Emily Geary, Program Manager, shared a video highlighting the WIC services available to ensure eligible families have access to nutritious foods and nutritional education information. Impacts of WIC participation include healthier diets, overall, and higher developmental scores for infants. Emily also shared that recruiting and retaining WIC staff has been a challenge.

DIRECTORS REPORT

Legislative Update

Nikki emailed this document out for Board member review.

Clearwater Financial Situational Assessment

This assessment was discussed previously in the meeting and updates will be provided periodically.

There being no further business, the meeting adjourned at 12:53 p.m.

Respectfully submitted:



Nikole Zogg
Secretary to the Board

Approved as written:



Zach Brooks
Vice-Chairman

Date: April 22, 2025