



BOARD OF HEALTH MEETING MINUTES
Tuesday, February 24, 2026

BOARD MEMBERS:

Jennifer Riebe, Commissioner, Payette County – present
Jim Harberd, Commissioner, Washington County – present
Zach Brooks, Commissioner, Canyon County – not present
Kelly Aberasturi, Commissioner, Owyhee County – present
Viki Purdy, Commissioner, Adams County – present
John Tribble, MD, Physician Representative – present via Microsoft Teams
Kirk Wille, Commissioner, Gem County – present

STAFF MEMBERS:

In person: Nikki Zogg, Katrina Harshman, Don Lee, Beth Kriete, Ben Shatto, Michele Hanrahan, Jody Waddy, Monique Evancic

Virtual: Colton Osborne

GUESTS: None

CALL THE MEETING TO ORDER

Chairman Kelly Aberasturi called the meeting to order at 10:03 a.m.

ROLL CALL

Chairman Aberasturi – present; Dr. John Tribble – present via Microsoft Teams; Commissioner Purdy – present; Commissioner Harberd – present; Vice Chairman Brooks – not present; Commissioner Riebe – present; Commissioner Wille – present

REQUEST FOR ADDITIONAL AGENDA ITEMS AND APPROVAL OF AGENDA

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

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

PUBLIC COMMENT

No public comment was provided in person and no public comments were submitted through the online submission mechanism.

INTRODUCTION OF NEW EMPLOYEES

New employees were introduced.

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APPROVAL OF JANUARY 22, 2026 BOARD OF HEALTH MEETING MINUTES

Board members reviewed meeting minutes from the January 22, 2026 Board of Health meeting. No changes suggested.

MOTION: Commissioner Riebe made a motion to approve the January 22, 2026 Board of Health meeting minutes as presented. Commissioner Harberd seconded the motion. All in favor; motion passes.

JANUARY 2026 MONTHLY EXPENDITURE AND REVENUE REPORT

Michele Hanrahan shared the January 2026 monthly expenditure and revenue report. Program revenues are represented and the budget revision numbers approved in January are not yet reflected.

Board members discussed potential impacts to SWDH revenue based on legislative action and state house budget cuts.

TOBACCO AND VAPING PREVENTION OVERVIEW

Hailee Ketchum, SWDH Program Manager, shared information on the SWDH Risk Reduction Team’s efforts with adult and youth tobacco and vaping prevention. Hailee shared data trends showing that youth tobacco and vape use responds to prevention and intervention programs and policies. Cigarette taxes, clean indoor air act restricting smoking in public places, and regulation of tobacco industry to reduce marketing to youth and banning flavored cigarettes as well as increasing the age to purchase nicotine have likely contributed to the reduction.

SWDH addresses the need for tobacco and vaping prevention through three different avenues: prevention, intervention, and cessation. Hailee focused on the prevention programs the risk reduction uses. One of the programs, Catch My Breath, was provided to 1,142 youth served in fiscal year 2025 in five of the six counties SWDH serves.

FAMILY AND CLINIC SERVICES FEE SCHEDULE APPROVAL

Beth Kriete, Family and Clinic Services Division Administrator, presented updated Family and Clinic Services Fee Schedule for board member review, discussion, and approval. The last update was presented in 2024 and since then the methodology for fee calculation has changed. Beth explained that the request today is to adopt the new methodology for service delivery of medical and behavioral health services.

The policy explains the fee methodology, special cases, cash only services, and also includes self-pay and sliding fee application for individuals who meet specific poverty guidelines.

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

ENVIRONMENTAL AND COMMUNITY HEALTH FEE SCHEDULE APPROVAL

Ben Shatto, Environmental and Community Health Services (ECHS) Division Administrator, presented revised fee schedules and asked for board member review, discussion, and approval. Food safety program fees set in statute and childcare inspection fees are set in contract. Fees for swimming pools were adjusted for actual costs in 2025.

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The land and subsurface sewage disposal programs have had no changes to the methodology calculation; however, Ben is recommending some fees be increased to cover the cost to deliver the actual service.

MOTION: Commissioner Riebe made a motion to adopt the proposed environmental health fees. Commissioner Purdy seconded the motion. All in favor; motion passes.

COMMUNICATIONS YEAR IN REVIEW

Monique Evancic, Public Information Officer and Communications Manager, shared a summary of last year's internal and external communications, public relations, and program promotion to raise awareness of services provided in our community to gain enrollment and participation.

She shared that last year she tracked 53 SWDH media mentions across newspaper, TV, and radio. This is compared to 2024 when we had 90 media mentions due to the vote to no longer provide the COVID vaccine.

Social media is a solid platform for building trust and confidence with people and SWDH uses Facebook, Instagram and NextDoor. The platform with the largest reach is NextDoor with about 96,000 members within 61,000 households.

EMPLOYEE RETENTION REVIEW

Jody Waddy, Human Resources Manager, highlighted the turnover trend alert and noted that during fiscal year 2025, the SWDH turnover rate was 30%. She pointed out that during this same timeframe, the state of Idaho's turnover rate was 14.6%. She explained that the state of Idaho has a lot of movement within agencies and departments and they count turnover only when someone leaves a state agency.

On the recruiting market side, Jody shared that our goal is to fill a position within six to eight weeks to minimize impact to providing services. Board members asked about the primary reason for staff turnover. Based on exit survey and exit interview results, Jody shared that the driving force seems to be wage as staff are most often leaving for other higher wages and opportunities. Of the 32 separations processed last year, there were five retirements. Nineteen staff left for personal reasons or to go to the private sector. Five returned to other public service organizations and three dismissals were processed. The current six vacancies are mostly frontline support.

Jody noted that the average SWDH employee tenure for calendar year 2024 was 5.5 years. We now have seen the average tenure decrease for FY25 to 4.5 indicating we are losing employees sooner. Jody suggested honing in on the first two years to really focus in on retention and job satisfaction.

CONTRACT SERVICES AND GRANT APPLICATIONS

Don shared information based on conversations in the past to increase visibility regarding any contract or grant applications over \$50,000. The grants and contracts currently on SWDH radar are listed and available for board member review.

EXECUTIVE COUNCIL UPDATE

Commissioner Riebe shared an Executive Council update and summarized some of the bills working through the legislature that may impact health districts. The Kratom bill has been developed to address

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sale of kratom that contains unnatural products but still allows the sale of the product to a minimum age of 18 and in convenience stores.

Nikki added that a bill to eliminate mosquito abatement has received a lot of testimony. A bill changing daycare supervision requirements has also been introduced.

DIRECTOR'S REPORT

Report summary of grants, contracts, subgrants, obligations signed

Summary pages for grants, contracts, agreements, and subgrants are included in the meeting packet. Any questions can be directed to Nikki.

Consent order

Nikki informed board members that she issued a consent order after learning of two instances of a licensed septic installer completing a septic installation without a permit. Based on this information, SWDH issued a notice of violation suspending the installer's license. The Department of Environmental Quality (DEQ) recommended a suspension of two years. The installer requested a compliance conference and also submitted a written plan to follow to ensure compliance. Nikki consulted with legal counsel and chose to issue a consent order allowing the installer to continue installations but requiring quarterly reporting over a two year period to ensure compliance.

Headshots

Nikki asked board members for input on board member headshots. The photos were displayed in past years and will be compiled and put up again. Board members approve having a photographer come in and take headshots with consistent backgrounds.

Adjournment

There being no further business, the meeting adjourned at 12:47 p.m.

Respectfully submitted:

Approved as written:

Respectfully submitted:

Approved as written:



Nikole Zogg
Secretary to the Board

Kelly Aberasturi
Chairman

Date: March 24, 2026