BOARD OF HEALTH MEETING MINUTES
Tuesday, September 29, 2026

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
Viki Purdy, Commissioner, Adams County – present
John Tribble, MD, Physician Representative – not present
Kirk Wille, Commissioner, Gem County – not present

STAFF MEMBERS:
In person: Nikki Zogg, Katrina Harshman, Ben Shatto, Don Lee, Michele Hanrahan, Beth Kriete

Virtual: Colton Osborne

GUESTS: Jordan Zwygart, Zwygart, John and Associates

CALL THE MEETING TO ORDER
Chairman Kelly Aberasturi called the meeting to order at 9:01 a.m.

ROLL CALL
Chairman Aberasturi – present; Dr. John Tribble – not present; Commissioner Purdy – present; Commissioner Harberd – present; Vice Chairman Brooks – present; Commissioner Riebe –present; Commissioner Wille – not 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 Riebe made a motion to approve the agenda as presented. Commissioner Brooks seconded the motion. All in favor; motion passes.

PUBLIC COMMENT
No public comment was provided in person or through the online submission mechanism.

INTRODUCTION OF NEW EMPLOYEES
No new employees were introduced.

APPROVAL OF AUGUST 25, 2026 BOARD OF HEALTH MEETING MINUTES

Board members reviewed meeting minutes from the August 25, 2026 Board of Health meeting.

MOTION: Commissioner Riebe made a motion to approve the August 25, 2026 Board of Health meeting minutes as presented. Commissioner Harberd seconded the motion. All in favor; motion carries.

AUGUST 2026 MONTHLY EXPENDITURE AND REVENUE REPORT

Michele Hanrahan, SWDH Financial Officer, shared the August 2026 monthly expenditure and revenue report. Millennium Fund and Environmental and Community Health Services (ECHS) show higher revenue due to the Millennium Fund one-time appropriation transfer and fees. Expenditures overall are just slightly lower than target.

Michele added another line to the report to show the Fiscal Year (FY26) budget revision fund amount based on board member feedback from the August meeting.

CONTRACT SERVICES AND GRANT APPLICATIONS

Michele Hanrahan shared new contract services or grant applications that are currently in process.

WIC LEASE RENEWAL

Since January 2025, WIC has leased space from the Idaho Hispanic Community Center. Staff see about 1,500 clients at this location each month, which is double the amount of the previous location. The lease is up for renewal. Beth noted the cost remains the same at $1,500 per month including utilities and asked that board members approve the lease addendum to the rental and use agreement with the City of Nampa.

MOTION: Commissioner Riebe made a motion to approve renewal of the lease with City of Nampa for space for WIC services at the Idaho Hispanic Community Center at a rate of $1,500 per month. Commissioner Brooks seconded the motion. All in favor; motion passes.

FISCAL YEAR 2025 (FY25) AUDIT OVERVIEW

Jordan Zwygart, Zwygart John & Associations, PLLC, shared an overview of the recently completed FY25 financial audit. Revenue and expenditures were slightly under budget for fiscal year 2025. He noted that use of the cash basis accounting system is often impacted by timing of receipt of invoices and payment receipts. He also noted that the Local Government Investment Pool (LGIP) had some interest payments not reflected in the accounting. To prevent this, monthly reconciliations of the account are recommended.

The overall opinion of the audit reflects materially correct recording. Auditors also review control mechanisms including receipts and invoices and timecard approval. No deficiencies were found.

The WIC (Women, Infants, Children) program was also audited and no deficiencies were reported.

MOTION: Commissioner Riebe made a motion to accept the Fiscal Year 2027 (FY25) audit overview as presented. Commissioner Harberd seconded the motion. All in favor; motion passes.

HOME VISITING PROGRAMS OVERVIEW

Kristen Koprowski, a Registered Nurse working in the Nurse Family Partnership (NFP) program, shared an overview of the evidence-based voluntary program connecting families with registered nurses. The program is available to first time moms who meet eligibility requirements and begins in early pregnancy and lasts until the child is aged 2. The nurses are specially trained registered nurses with backgrounds in labor and delivery, maternal health and serve 21 to 25 families at a time. The program supports immediate health needs while supporting a long-term vision for the family.

The relationship between mother and nurse is central as the nurse walks alongside the mom through the pregnancy and infant phases. Moms are empowered to care for their babies, care for themselves and their mental health, and build strong futures for their children.

Patty Kennings, SWDH Program Manager, shared an overview of the Parents as Teachers (PAT) home visiting program. The program started in 2018 and the founding principle is that a parent is a child's first and most influential teacher. Curriculum is used to provide themes and topics for the first eight visits then program staff can branch out to topics the family would like to learn about.

The program goals include increasing parent knowledge, increasing children's school readiness and school success, and improving family economic well being.

NUTRITION ACROSS THE LIFESPAN

Daniel Adams, Health Education Specialist, and Denice Ahlstrom, Registered Dietitian with the WIC program, shared information on how SWDH programs support nutrition. Denice explained how SWDH programs contribute to reducing barriers and increasing access to healthy foods by providing correct, simple, and relevant nutritional education.

Nutrition education is built into each WIC visit. To ensure alignment around nutrition education, the WIC staff go through frequent education to address emerging and ongoing issues. District 3 has about 6,300 active participants in SWDH WIC.

Daniel shared information on nutritional support that is available in addition to the WIC dietitian. Cooking Matters class, offered in cooperation with the Idaho Foodbank, provides lessons and education for cooking budget friendly recipes.

The Senior Produce Program launched in 2021 provides nutritional support in the form of vouchers for produce for seniors. The program has 2,098 participating households and has a 90% voucher redemption rate. This year, the program is being piloted in Emmett and 37 voucher sets are being distributed each week. 2026 data from this program will be available later this year.

DIRECTOR'S CONTRACT – FINAL REVIEW AND APPROVAL

Board members provided a final review of the contract incorporating the changes requested. The contract was approved at last month's meeting. No motion made.

PUBLIC HEALTH SYMPSOIUM PLANNING

Last year, there were over 80 legislative bills impacting public health to some extent. Nikki is working with the Think Tank team to develop topics to share at a late fall or early winter Public Health Symposium to help raise awareness for legislators and local officials. The intent is to engage legislators in our district to help them understand what public health districts do and do not do. The Legislative Services Office suggested the event be held before Committee assignments. Nikki asked for Board member support with encouraging legislators and local officials to attend.

RESOLUTION: LAWFUL PRESENCE

Nikki shared a resolution that District 4 plans to present at the Idaho Association of District Boards of Health (IADBH) asking that lawful presence verification not apply to septic permit applications and food vendor permits.

DIRECTOR'S REPORT

Director approved agreements, contracts, and subgrants

Summary pages for grants, contracts, agreements, and subgrants are included in the meeting packet.

Tort claim

A tort claim related to the sub surface sewage disposal work has been received. The claim is being reviewed by SWDH staff and state risk management.

Idaho Association of Counties (IAC) Workgroup Meeting Summary

The workgroup has not met since the topic was last discussed. A meeting may be planned for the spring.

Idaho Association of District Boards of Health Annual Meeting

The 2026 annual Idaho Association of District Boards of Health (IADBH) meeting will be a virtual meeting hosted by District 2 on October 22, 2026 from 10am to 5pm MT. Board members are invited to participate in the meeting from our main office.

FUTURE AGENDA ITEMS

No future agenda items were suggested.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE 74-206(b)

Pursuant to Idaho Code 74-206(b), board members entered executive session at 11:41 a.m. Commissioner Purdy made a motion to go into executive session. Commissioner Riebe seconded the motion. Roll call taken.

At 12:20 p.m. board members came out of executive session.

ACTION TAKEN PURSUANT TO EXECUTIVE SESSION

No action was taken pursuant to the Executive Session.

Adjournment

There being no further business, the meeting adjourned at 12:21 p.m.

Respectfully submitted:

Nikole Zogg
Secretary to the Board

Approved as written:

Zach Brooks Date: October 27, 2026
Vice-Chairman