

BOARD OF HEALTH MEETING MINUTES

November 6, 2014

9:00 a.m.

PRESENT: **BOARD OF HEALTH MEMBERS**
Robert Cope, Commissioner, Chairman
Kathy Rinaldi, Commissioner
LeRoy Miller, Commissioner
Lee Staker, Commissioner
Barbara Nelson, M.D.

STAFF MEMBERS
Geri Rackow, Director
Kellye Eager
Steve Thomas
Cheryl O'Connell
Amy Gamett
Angy Cook

ADMINISTRATIVE ITEMS

1. **Call to Order**

The meeting was called to order by Chairman Cope at 9:00 a.m. Commissioners Hintze, Ricks, Farnsworth, and Shenton are absent from today's meeting; Dr. Nelson is leaving at noon.

2. **Approval of Board of Health Meeting Minutes**

MOTION: Commissioner Rinaldi made a motion to approve the September 11, 2014 Board of Health Meeting Minutes.

SECOND: Barbara Nelson, M.D.

ACTION: MOTION CARRIED UNANIMOUSLY

3. **Fit and Fall Proof Class**

The board members left to attend a Fit & Fall Proof (FFP) class offered at the Senior Center, an injury prevention program that is offered through the health district. Upon returning from the class, Timalee Geisler, Health Education Specialist Senior and FFP program coordinator, provided the board with an overview of the Fit & Fall Proof program. The program has been operating for almost 10 years and the classes are offered free to seniors in several locations, including Idaho Falls, Ririe, Rigby, Rexburg, and Driggs. Timalee reported that she is working to get the class established in St. Anthony.

4. **Idaho Association of District Boards of Health Annual Conference**

The 2015 Idaho Association of District Boards of Health Annual Conference will be held June 3-4 in McCall, with Health District 4 hosting the event. Chairman Cope asked the board members to continue giving thought to the frequency of the meeting considering the cost involved, as this may be an item for the business meeting this year. The option could be to have the full conference every other year, with the business meeting being held by conference call or video conferencing on the off years.

5. **Approval of 2015 Board Meeting Schedule**

Ms. Rackow reviewed the 2015 Board of Health Meeting schedule. Dr. Nelson reported a conflict in April; however, the Board did not feel it was necessary to adjust the meeting schedule.

6. **Designation of Interim Trustee**

Since Commissioner Cope will be leaving the Board in January, it will be necessary to designate a Trustee to participate in the weekly Trustee conference calls that will begin in January.

MOTION: Dr. Nelson made a motion to have Commissioner Staker act as interim Trustee.
SECOND: Commissioner Miller
ACTION: MOTION CARRIED UNANIMOUSLY

DIRECTOR'S REPORT

1. Update on Environmental Health Enforcement Action

Ms. Rackow and Ms. Eager updated the board members on the two Environmental Health Enforcement Actions being addressed in Jefferson County.

- Mr. Kamlah Roundy has complied with the orders of the Board, including the payment of all fees and legal costs. His septic permit has been issued and no further action is needed on this case.
- Mr. Guy Roundy has not made an attempt to comply with the Board's order. A hearing was held in District Court on October 10, which resulted in the District Judge giving Mr. Roundy more time to comply. Another hearing is set for November 17.

2. Report on Ebola Preparedness Activities

Ms. Rackow reported that for the past several weeks, Health District staff has been very engaged in statewide and regional Ebola preparedness efforts. We have been working with the State, our local hospitals, law enforcement, city and county elected officials, EMS, airports, and other first responders to provide information and coordinate plans as well as identify gaps in planning. We have also been sharing information with the public. Meetings have been held or are scheduled in each of our eight counties. Some of the highlights of these meetings include:

- EIPH's Isolation and Quarantine plan has been shared and discussed with our partners. Ms. Rackow provided a copy of the plan to the board members. If it were necessary to isolate an individual in order to protect the public's health, Ms. Rackow reported that every effort would be made to work with the individual to encourage voluntary isolation before getting to the point of issuing an isolation order. While the State Health Officer and the Boards of Health of each Health District have the authority to issue isolation and quarantine orders (which EIPH's Board of Health has delegated to the district director), they have no enforcement authority. Enforcement would be the jurisdiction of the local Prosecuting Attorney and law enforcement. Throughout our meetings, some concern has been voiced on this issue by local law enforcement.
- Idaho's Health Districts worked with the State staff to develop Idaho Public Health Guidance for Monitoring and Movement of Asymptomatic Persons with Potential Ebola Virus Exposure. This guidance was reviewed with the Board members.
- There is a nationwide shortage of personal protective equipment needed for treating Ebola patients.
- At this point, there are no designated treatment hospitals in Idaho for Ebola patients. The State continues to coordinate efforts with all of Idaho's hospitals.
- Some federal funding may be reallocated to Ebola preparedness planning efforts.
- EIPH does have a hotline for answering questions of the public. Individuals who call in will be connected directly to our epidemiology and preparedness staff.

EIPH Preparedness staff will continue focusing on Ebola planning efforts in response to the evolving situation.

3. Presentation of EIPH FY15-19 Strategic Plan

Ms. Rackow reviewed EIPH's draft Strategic Plan with the board. She has worked with the district's leadership team on the development of the plan. The priority areas include:

- Recruit, Develop, and Retain a skilled and Engaged Workforce
- Ensure Financial Stability
- Strengthen Programs and Services
- Increase the Value of Public Health to Communities

Ms. Rackow reported that this plan focuses on strategic issues and will help us keep our efforts and attention focused on our priorities. It will also provide accountability of our efforts to the Board, as progress reports will be shared on a regular basis.

4. Immunization Antigen Billing Update

Ms. Rackow reported that there have been changes to the national billing code definitions resulting in a question of which level of provider can bill immunizations per-antigen opposed to per-shot. State and local public health officials have been working to clarify this matter with many state and national groups, including the Idaho Childhood Immunization Policy Commission, representatives from the American Association of Pediatrics and Idaho Medical Association, insurance companies, National Association of County and City Health Officials, and the American Public Health Association. Ms. Rackow reported that at this time, EIPH is billing childhood immunization by antigen and will continue with our current practice until more definitive guidance is received.

5. Review and Approval of EIPH Fees and Title X Financial Policies

Amy Gamett, Nurse Manager, reviewed the proposed fees for the district's Immunization Program.

Proposed changes to our policy include:

- Capping VFC shot fees to a maximum of four per visit
- Different fee structures based on level of provider (LPN vs RN)
- Fees for private purchased influenza vaccines will be based on the cost of the vaccine, plus a \$14 administration fee.
- For schools that have contracts with EIPH for services, flu shots for uninsured school employees will be billed at the cost of the vaccine plus \$4.00 administration fee.
- Beginning with the 2015-2016 flu season, flu shots for County Employees be charged to the individual's insurance, with any balance being billed to the individual. Historically, the health district has not charged the counties for this service. The estimated cost of this service that was assumed by the health district for this current flu season is \$12,000.

MOTION: Commissioner Rinaldi made a motion to approve the EIPH Immunization Fees with the proposed changes.

SECOND: Commissioner Miller

ACTION: MOTION CARRIED UNANIMOUSLY

Nikki Sayer, Nurse Manager, reviewed the Reproductive Health Fees for Title X services and the Administrative and Financial Policies, including:

- Sliding Fee Schedule (updated each year)
- Financial Policy
- Charging, Billing, and Collections Policy
- Monthly Inventory of Pharmacy Policy
- Client Consent Form

MOTION: Commissioner Rinaldi made a motion to approve the EIPH Reproductive Fees and Policies.

SECOND: Commissioner Staker

ACTION: MOTION CARRIED UNANIMOUSLY

6. Home Visitation Program Contract Opportunity

Ms. Rackow reported that the State received additional funding to provide early childhood home visitation services across the state (currently only being provided in PHD1). EIPH will have an opportunity to contract with the State to provide these services in Bonneville County. The two evidence-based programs being considered in our district are Parents as Teachers and Healthy Families America. Gary Rillema and his peers across the state have been researching both programs. The desire is to provide the same program in each district (except PHD1 and PHD3 who will be providing the Nurse Family Partnership program). Research shows that for every dollar spent on early childhood home visiting programs, \$9.50 is saved on later childhood/adult costs such as remedial education costs, substance abuse treatment, juvenile correction, and mental health services.

- EIPH's contract funding would be approximately \$274,000 for the first year.
- Staffing would consist of one part-time supervisor and two full time home visitors (could be RNs, health educators, social workers, child development specialists)
- The program would serve 50 families per year in Bonneville County.
- Initial funding for this program is for approximately 19 months, with the possibility of continued funding becoming available. The positions hired for the program would be Limited Service Appointments, which means when the funding for the program is gone, the jobs end.

MOTION: Lee Staker made a motion to approve entering into a contract to provide Home Visitation Program if the given the opportunity.

SECOND: Commissioner Miller

ACTION: MOTION CARRIED UNANIMOUSLY

7. Review and Approval of Contracts/Agreements

- Renewal of the WIC contract for the next year of \$1,331,118 which is a reduction of \$80,089 over the current year due to reduced participant numbers.

Ms. Rackow also shared information on the following items:

- We have received bids for two remodel projects: 1) Rexburg – splitting one classroom area into two offices at a cost of \$5,900; 2) St. Anthony – dividing one large open area into a clinic room, an office, and a storage room at a cost of \$19,800.
- We received a grant from Idaho Community Foundation for us to provide dental varnish services to children throughout the district; \$20,000 per year for two years.
- She renewed a Memorandum of Agreement with Health District 2 for EIPH to provide Environmental Health services along portions of the Salmon River corridor. This area is geographically located in Health District 2 but is easier for our staff to access. EIPH staff does inspections (but no enforcements) on behalf of Health District 2, and they reimburse us for services provided.

MOTION: Commissioner Staker made a motion to approve the upcoming contracts, projects and agreements.

SECOND: Commissioner Rinaldi

ACTION: MOTION CARRIED UNANIMOUSLY

8. Statewide Healthcare Innovation Plan Update

Ms. Rackow updated that Board on the Statewide Healthcare Innovation Plan (SHIP). The State of Idaho submitted a grant proposal to the Centers for Medicare and Medicaid Services, Innovation Center (CMMI) to receive funding to help transform Idaho's healthcare delivery and payment system from its current fee-for-service model to a value-based model driving by improved health outcomes. The grant proposal was for approximately \$60 million over four years. CMMI responded to Idaho's proposal indicating reduced funding would be required and asked for modification to the proposal. The current grant proposal is for approximately \$40 million. It is proposed that Idaho's Health District play a role in this transformation process. At this time, the State is awaiting a response from CMMI. Ms. Rackow will keep the Board updated on this matter as more information becomes available.

9. Your Health Idaho (YHI) Consumer Connector Program Update

Ms. Rackow reported that last year, Idaho's Health Districts contracted with YHI to provide In-Person Assister Services. We hired two temporary staff to provide the service. This year, the Health Districts were again approached by YHI to provide similar services; however, the funding offered was significantly lower as a result, the health district declined to provide the services. The services are still available to individuals through other providers (mainly Federally Qualified Health Centers and insurance agents/brokers). Open enrollment for YHI is November 15 through February 15, 2015.

10. FY2015 First Quarter Budget Report

Steve Thomas provided the following report on the budget for the first quarter, ending September 30:

- Expenses were .18% over budget. This is partly due to one-time expenses early in the budget year, as well as a three pay-period month in August. The Nutrition Division had end of contract year expenses in September and the FACHS Division has been purchasing flu vaccine.
- Revenues were 7.9% above approved budget. At this point in time, revenue is expected to be well above budget since 50% of state appropriation is received in July. Fee revenue is also above budget.
- Reviewed cash flow; there is an increase in our capital reserve account due to FY14 carryover funds being where funds were shifted.

DIVISION REPORTS

1. Nutrition Division Report – Angy Cook

Ms. Cook updated the Board regarding the most recent change to the WIC Food Package. Clients can no longer get 2% milk, but are able to purchase 1% or skim milk with their WIC vouchers. This change may cause some supply and demand challenges in the retail stores initially. Ms. Cook also engaged the Board in an activity to educate about milk's fat content and nutritional value.

2. Environmental Health Division Report – Kellye Eager

- Ms. Eager updated the Board on proposed changes to the Solid Waste Rules. The biggest item is the designation of waste streams not allowed in a non-municipal waste site. Most of the sites in our district are already adhering to the proposed changes.
- Ms. Eager also reported that the Solid Waste Committee is planning to hold trainings on Hazardous Material and Asbestos, which she is organizing. There will be costs associated with these trainings and she asked the Board members if the Counties would be willing to help offset the costs (since many of the participants are the Counties' landfill employees). The Board members were in agreement that registration fees should be charged to training participants to help cover the costs.

ADJOURNMENT

This is the last Board of Health Meeting for Commissioners Cope and Rinaldi, as they did not seek reelection as a commissioner. Their respective Commissions will be appointing new Board of Health representatives in January. Ms. Rackow thanked them for their support of and service to EIPH. Chairman Cope adjourned the meeting at 1:15 p.m.

APPROVAL



Lee Staker, Board Chairman

2/12/15

Date Approved



Geri Rackow, Board Secretary