Southeastern Idaho Public Health

Fiscal Year 2024 (7/1/2023 - 6/30/2024)
Budget (Original and Final Amended)

	FY 2024 ADJUSTED BUDGET (1)	FY 2024 ORIGINAL BUDGET (2)
FTE's	**88.21**	**90.61**
EXPENDITURES	**9,666,246**	**9,241,648**
Personnel	7,200,392	7,388,562
Operating	2,355,810	1,853,086
Capital Outlay	110,044	0
REVENUE	**9,363,386**	**9,101,556**
County	2,370,096	2,370,096
Contract	4,978,983	5,167,153
Fees / Miscellaneous	2,014,307	1,564,307
DISTRICT FUNDS	302,860	140,092
Interest Income, not included in revenue	60,000	60,000

SOUTHEASTERN IDAHO PUBLIC HEALTH
1901 Alvin Ricken Drive, Pocatello, Idaho
Monday, April 13, 2023 9:30 a.m.

Meeting conducted by telephone conference and GoToMeeting; with Facebook Live streaming for the public.

Board of Health Meeting

Board Members Present	Staff Present
Vaughn Rasmussen, Chair	Maggie Mann
Whitney Manwaring, Vice Chair	Tyler Butler
Robert Swainston	Tracy McCulloch
Ernie Moser	Matt Merrell
Ron Funk	Allison Bischoff
Bob Christophersen	Kathy Puckett
Susan Collins	Holly Woodfin
Marty McCullough	Ryan Richardson
	Paige Ellis

SUBJECT: Approval of agenda of April 13, 2022 Board of Health meeting.

ACTION: MOTION by R. Swainston, Seconded by B. Christophersen, to approve the agenda with the addition of discussion of cleaning in the Franklin County office before Executive Session; CARRIED.

SUBJECT: Approval of minutes of February 9, 2022 Board of Health meeting.

ACTION: MOTION by B. Christophersen, Seconded by E. Moser, to approve the minutes as written; CARRIED.

SUBJECT: Informational Update: Human Resources Update

DISCUSSION: Tyler provided an update on personnel changes since the last meeting.

SUBJECT: FY2024 Budget Request

DISCUSSION: The FY2024 budget request was presented based on level funding in original county contributions. The proposal also included the amount additional county aid shifted from the state as a result of House Bill 316.

SUBJECT: FY2024 Change in Employee Compensation Plan

DISCUSSION: Tyler discussed the proposed compensation plan for FY2024. The plan would provide merit increases based on performance evaluations that range from 2.8% - 4.8%.

ACTION: MOTION by R. Swainston, Seconded by W. Manwaring to approve the FY2024 budget request and change in employee compensation plan, as presented; 7 in favor, 1 opposed (E. Moser); CARRIED.

SUBJECT: Action Item: Fiscal Month End Report

DISCUSSION: The benchmark % for March is 75.0%, with the personnel benchmark at 76.9%. Revenues exceed expenditures, increasing reserve funds by $1,144,529. Revenues are above the benchmark, largely from receiving some unexpected opioid funds intended for future years and from several funds received at the start of the fiscal year, including: home visitation funds and state Millennium Funds. Expenditures are below the benchmark at 70.6%. Interest income totals $92,176. Unobligated funds total $3,103,970 and will cover operations for 4.09 months. Prepaid rent to Franklin County totals $49,433 as of the end of March.

ACTION: MOTION by E. Moser, Seconded by B. Christophersen to approve fiscal month end report as presented; CARRIED.

SUBJECT: Informational Update: Community Health

DISCUSSION: Ryan Richardson, Public Health Preparedness Trainer, and Paige Elllis, Public Health Program Manager, presented the COVID After Action Review report.

SUBJECT: Informational Update: Clinical Services

DISCUSSION: Holly Woodfin, Registered Nurse, provided an overview of reproductive health services offered at SIPH.

SUBJECT: Informational Update: Environmental Health

DISCUSSION: Ken shared an overview on the Environmental Health team, including their programs and counties served. Ken also shared an update on a childcare facility in Blackfoot.

SUBJECT: Informational Update: Director's Update

DISCUSSION: Maggie shared two resolutions, and asked the board to take them for review prior to the May meeting. Maggie also shared that we are planning on doing a new Commissioner orientation this summer.

SUBJECT: Informational Update: Franklin County Cleaning

DISCUSSION: Commissioner Swainston shared an update on the Franklin County cleaning. The county is working on hiring a new cleaner and Commissioner Swainston is going to see about continuing to clean the SIPH office utilizing their new employee. If not, SIPH may need to hire a cleaner and submit the bill to Franklin County. Franklin County staff are to report concerns with cleaning to Tyler/Maggie, who will in turn communicate that to Commissioner Swainston, if needed.

SUBJECT: Executive Session

ACTION: MOTION by R. Swainston, Seconded by E. Moser to move to Executive Session in accordance with Idaho Code 74-206 subsection b to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student. Roll Call – Vaughn Rasmussen, Marty McCullough, Bob Christophersen, Ernie Moser, Robert Swainston, Whitney Manwaring, Ron Funk, and Susan Collins. CARRIED at 01:07 p.m. The board exited executive session at 1:32 p.m.

ACTION: MOTION by R. Swainston, Seconded by E. Moser to have the Chair and Vice Chair complete an evaluation of Maggie by 4.28.2023 and compensation will be set at that point; CARRIED.

SUBJECT: Adjourn

ACTION: MOTION by S. Collins, Seconded by R. Swainston to adjourn; CARRIED.

MEETING ADJOURNED 1:35 P.M.

Vaughn Rasmussen
Board Chair

5.18.2023
Director