

**Minutes of Meeting**  
**Panhandle Health District**  
**May 4, 2023**  
**9:00 a.m.**

The Kootenai County Board of Commissioners: Chair Leslie Duncan, Commissioner Bruce Mattare and Commissioner Bill Brooks met to discuss the following agenda items. Also present were Finance Director Brandi Falcon, BOCC Communications Coordinator Jonathan Gillham and Deputy Clerk Tina Ginorio. Also present were Panhandle Health District (PHD Executive Director Don Duffy, Environmental Health Specialist Jason Peppin and Financial Officer Christine Crummer, and Hayden City Council Member Sandra White. Ms. White was present via teleconference.

- A. **Call to Order:** Chair Leslie Duncan called the meeting to order at 9:00 a.m.
- B. **Changes to the Agenda (Action):** There were no changes to the agenda.
- C. **Business:**

**FY24 Panhandle Health District Budget Request with Director Don Duffy (Discussion)**

Panhandle Health District (PHD) Executive Director Don Duffy reminded those present of their Budget process. He said they presented their proposal to the Board of Commissioners of each of the five counties included in PHD. The chairs of each county, or another designated commissioner, would attend the Budget meeting on May 25, 2023, at PHD at 11:00 a.m. where the PHD Board would vote on the Budget.

Mr. Duffy reviewed the FY22 Annual Report. He touched on what he felt were the most important services they provided, PHD's structure and breakdown of funding. He stated that they were asking the same amount this year as last year, adjusted to reflect changes in population numbers. He announced that they were providing their staff with a 4% salary increase, beginning July 1, 2023.

Mr. Duffy went on to discuss the number of Kootenai County residents that used different PHD services. He then introduced PHD Financial Officer Christina Crummer.

Ms. Crummer reviewed the State statutes which related to County funding of PHD, then covered the projected revenue and expenses for their FY24 Budget. She remarked that there had been a decrease in the overall Budget, from FY23 to FY24, of \$50,000.

- D. **Public Comment:** This section is reserved for citizens wishing to address the Board regarding a County related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing.

Hayden City Council Member Sandra White requested additional information and more transparency regarding information provided on the PHD website. She offered a number of suggestions.

**E. Adjournment (Action):** Chair Duncan adjourned the meeting at 9:30 a.m.

Respectfully submitted,

JENNIFER LOCKE, CLERK

BOCC SIGNATURE

BY: \_\_\_\_\_  
Tina Ginorio, Deputy Clerk