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South Central Health Collaborative (SCHC)  
South Central Public Health District (PHD 5)  
Clark Conference Room  
October 23, 2015

Present:

Executive Committee:

Dr. Keith Davis, Shoshone Family Medical Center, Chair - *Conference Bridge*  
Dr. Steven Kohtz, SLMV, Co-Chair – *Conference Bridge*  
Rene LeBlanc, MS, District Director, SCPHD

South Central Public Health District (SCPHD) Staff:

Cheryle Becker, RN, Administrator  
Rob Petroch, MTD, SHIP Manager  
EJ Poston, SHIP Health Education Specialist - *Excused*  
Jennifer Duff, SHIP Administrative Assistant

Visitors:

Linda Montgomery, Board of Health Chair (Jerome County)

- I. **CONVENE:** 8:15 a.m.
  
- II. **CALL TO ORDER AND INTRODUCTIONS** – Dr. Keith Davis
  - a. Mr. Petroch introduced EJ Poston as the new SHIP Health Education Specialist.
  
- III. **CORRESPONDENCE:**
  - a. None
  
- IV. **ADDITIONAL AGENDA ITEMS FOR DISCUSSION:**
  - a. None.

V. ACTION ITEMS:

**MOTION: (made by Mr. LeBlanc and seconded by Dr. Davis) “I move to accept the meeting minutes from September 18, 2015.” Motion passed.**

**MOTION: (made by Mr. LeBlanc and seconded by Dr. Davis) “I move to accept the meeting calendar as corrected.” Motion passed.**

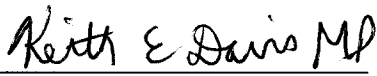
VI. DISCUSSION ITEMS – NO ACTION:

- a. SHIP Training, November 5-6, 2015 – Mr. Petroch reviewed the latest draft agenda, highlighting the schedule for November 5. A final draft of the agenda will be emailed to both Dr. Davis and Dr. Kohtz once it is received. Mr. LeBlanc verified that accommodations have been arranged for the doctors by Miro Barac, and Mr. Petroch promised to follow up on their behalf.
- b. SHIP Workgroup Meetings – Mr. Petroch shared that the workgroup is comprised of all seven district SHIP program managers, with several taking on various roles within the workgroup. Gina Pannell, SHIP Manager with District 4 is the chair, Rachel Harris with District 3 is the secretary, and Geri Rackown, Director of Region 7 is the liaison. The workgroup’s focus is “SHIP in action” and to act as a communication board between the managers. They meet every two weeks; with the next meeting occurring October 26 at 3 p.m. Mr. Petroch also noted that the application for PCMHes has been finalized. Notifications for the year one selections will occur December 16.
- c. Interested Collaborative Members – Mr. Petroch has been contacted by Deena LeJoie, a registered dietician who shared the names of two dieticians who are interested in the collaborative, Megan Williams and Sarah Renaldi. Mr. Petroch stated that he will draft a thank you email informing them of SHIP’s timeline and that they’ll be contacted again in mid-November.
- d. Legislative Reception – Letters have been sent to Dr. Davis and Dr. Kohtz regarding the reception which is November 12. SHIP and SCHC will be among several programs presented at the event. Mr. LeBlanc explained what the legislative reception is, as well as who is invited. Both Dr. Davis and Dr. Kohtz are invited to present on their part with SHIP. Dr. Davis expressed his interest in attending, and will encourage his local legislators to come as well.

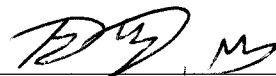
Presentations will comprise about ten to twelve minutes, with an additional five to ten minutes for questions and answers.

VII. **NEXT MEETING:** November 13, 2015 at SCPHD, Clark Conference Room, 8-10 a.m.

VIII. **ADJOURN:** 9:04 a.m.



**Keith Davis, MD, Chair**  
(Shoshone Family Medical Center)



**Steven Kohtz, MD, Co-Chair**  
(St. Luke's Magic Valley)

Attest: 

Rob Petroch, SHIP Manager  
(South Central Public Health District)

Minutes approved on: 11-13-15