



---

South Central Health Collaborative (SCHC)  
South Central Public Health District (PHD 5)  
Clark Conference Room  
September 18, 2015

Present:

Executive Committee:

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

South Central Public Health District (SCPHD) Staff:

Cheryle Becker, RN, Administrator  
Jeff Pierson, IMD Administrator  
Rob Petroch, MTD, SHIP Manager  
Jennifer Duff, SHIP Administrative Assistant

Visitors:

Linda Montgomery, Board of Health Chair (Jerome County)

- I. **CONVENE:** 8:05 a.m.
- II. **CALL TO ORDER AND INTRODUCTIONS** – Dr. Steve Kohtz
  - a. Dr. Kohtz suggested that since he was unable to attend the first meeting, that members quickly re-introduce themselves.
- III. **CORRESPONDENCE:**
  - a. None
- IV. **ADDITIONAL AGENDA ITEMS FOR DISCUSSION:**
  - a. None, although Dr. Davis did note that approximately 135 clinics have filled out the Interest Application. This number is well over the goal of 55 practices per year.

V. **ACTION ITEMS:**

**MOTION: (made by Dr. Kohtz and seconded by Mr. LeBlanc) “I move to accept the meeting minutes from August 28, 2015. Motion passed.**

- a. Dr. Kohtz stated that he will be flexible, as will Dr. Davis when it comes to setting a meeting calendar. Both agreed that Fridays at 8 a.m. are a good time. Mr. LeBlanc will set up a calendar for monthly meetings on the third Fridays at 8 a.m.

VI. **DISCUSSION ITEMS – NO ACTION:**

- a. SHIP Training, November 5, 2015 – Mr. Petroch discussed what we can expect for the November 5-6 training. At this time no agenda has been received, and information is coming at a controlled pace.
- b. SCPHD Staff Coalitions and Collaboratives – Mr. LeBlanc provided a list of SCPHD staff and the various coalitions, collaboratives and boards they are on, as well as the roles in which they serve. This is basically a “pick list” resource that could be useful in determining potential membership to the SCHC Advisory Group. The intent of the executive committee is to keep membership manageable (less than 14 members) for efficiency’s sake.
- c. Population Health Work Group Update – Mr. LeBlanc stated that the work group has had one meeting and is in the process of developing and finalizing its charters and bylaws. It is anticipated that these will be presented at the next Idaho Healthcare Coalition meeting for an approval. When questioned about standardization practices for population health metrics, Mr. LeBlanc stated that statewide metrics will be used, not local.
- d. Other Work Group Updates – Neither Dr. Davis nor Dr. Kohtz had any to discuss.
- e. Introduction to the SCHC Website & Dropbox Folder – Mr. Pierson presented a new website that has been created. Its URL will be <http://www.SouthCentralHealthCollaborative.org>, and should be fully functional by October 2015. The website utilizes the same template as

<http://www.IdahoPublicHealthDistricts.org> . He highlighted the main links: Documents, Calendar and Resources. Resources will contain links and documents while Documents will have a link to the Dropbox. The Dropbox will be arranged by month, when a meeting has been held. The issue of transparency and public accessibility is primary in the development of this website. Mr. LeBlanc shared some features of the South Central Public Health District's website that can also be used for the SCHC site. There was a question as to whether a newsletter might be created. This is dependent on the messaging from the IHC through its contractor, Mercer.


- f. *Other website discussion* – Ms. Becker shared the <http://www.diseaseinfosouthidaho.com/>. This website is currently under development and will be a resource for reportable diseases and infections. Dr. Kohtz made a number of suggestions for flu alerts.

VII. **NEXT MEETING:** October 16, 2015 at SCPHD, Clark Conference Room, 8-10 a.m.

VIII. **ADJOURN:** 9:05 a.m.

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

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

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

Minutes approved on: 10-23-15