

**Twin Falls Health Initiatives Trust
Board Meeting 5/20/10**

Location: Family Health Services, Twin Falls, ID

Present: Jamie Kelley-Kinyon, Terry McCurdy, Priscilla Martens, Jay Dodds, Rene LeBlanc, Patty Kleinkopf, Rosemary Barta-Fornshell, Kim Brackett, Leticia Hernandez and Robert Valentine.

Absent: Tom Mikesell and John Hathaway

Staff: Misti Lockie

The meeting was called to order at 4:10 pm.

Mr. LeBlanc requested an addition to the agenda. According to Public Meeting Law rules, Ms. Martens moves to add discussion of contract labor agreement. Mr. Dodds seconds the motion. All were in favor. The motion carried and the agenda was officially amended to include discussion of the item.

Roll was taken and a quorum was declared.

Minutes from the prior meeting were reviewed. Ms. Martens moved to accept the minutes as written. Mr. Dodds seconded the motion. All were in favor. The motion carried.

Programs and Grants Committee

Discussion for the Committee began presentation of the First Quarterly Reporting Summary. The Board discussed. All grantees were progressing as planned, and the Board noted the Regence amount spent was small in the first quarter, but noted their report reflected it would ramp up in the next quarter.

Ms. Kelley-Kinyon also presented a Budget Change Request submitted by the CSI Dental Program. The Programs and Grants committee is recommending approval of this item. The Board discussed the inclusion of funding for a conference in the request, and noted that the Board may want to consider a specific policy on whether or not to fund such items in the future. It was suggested that a grantee should at least provide matching funds for such items, and that they should be considered on a case by case basis. It was noted were that the Conference would occur in 2011, and therefore not be in this granting year. The Board requested Ms. Lockie return to the grantee and obtain further information on the conference item before a decision could be made.

Ms. Kelley-Kinyon stated that items such as conferences, and anything else that might not be eligible for funding, should be clarified before the current RFP is finalized in order to specify what items would not be funded.

Ms. Kelley-Kinyon moved on to discussion of the TARC program, and their request to include clients in their program who are referred by the jail, even if they have been released. There is no change in budget or funds. Mr. McCurdy moved to accept. Mr. Blick seconded the motion. All were in favor. The motion carried.

Ms. Kelley-Kinyon presented the new informational packets to all Board members as created by the Committee for sharing and public relations use. She also confirmed that the Grant Writing Workshop would be June 29th from Noon to 4 pm at the Board of Realtors Building.

Ms. Kelley-Kinyon presented the new Grant Timeline for this year, as well as the ad and press release for the workshop. She noted that the RFP is finalized, but just needs inclusion of the maximum amount allowed for a grant for this year. The Board discussed the maximum and minimum amounts, and agreed it would be easier to make a decision on adjusting these once the full amount available for grants is determined by the Finance Committee.

Finance Committee

Mr. LeBlanc opened the Finance Committee report with recognition of Mr. Valentine's service and time spent on the formation of the TFHIT Board and grant processes. Under authority of Article 9 in the By Laws, Mr. LeBlanc then appointed Mr. Blick as the Finance Committee chair as he is the current Treasurer.

Mr. Dodds moved to officially thank Mr. Valentine for his service and to appoint Mr. Blick as new chair of the Finance Committee. Ms. Kleinkopf seconded the motion. The Board voted all in favor with a round of applause for Mr. Valentine. The motion carried.

Mr. Valentine continued with his final report as chair. The first item discussed was the audit. All items requested by Ware have been provided, and the audit issue has been resolved. Mr. Valentine stated that a finalized copy should be available by May 24th. The Board discussed which firm to utilize for the next audits, and a few suggestions were made. The Finance Committee would research and make a final recommendation to the Board.

Mr. Valentine presented the disbursements, and Mr. McCurdy moved to approve. Ms. Barta-Fornshell seconded the motion. All were in favor. The motion carried.

Mr. Valentine explained that the investment policy had been finalized, and that Ms. Lockie would distribute by email for Board approval vote. Mr. Dodds commented that this policy was drafted based on the Twin Falls County investment policy, and therefore follows the guidelines of the Commissioners and public agencies. In addition, the Board reviewed the 2010 draft budget, and Ms. Lockie would distribute via email as well for a Board approval vote.

Mr. Valentine reported that all remaining funds from the LGI pool had been moved to another interest-bearing account in order to get the greatest amount of return. In addition,

all new and old statements on accounts will now be sent to Ms. Coiner, the TFHIT CPA, in order to streamline the financial reporting process each month.

The Board moved on to discussion of grant eligibility. Letters of opinion from Mr. Robertson were distributed stating that any funds granted must be granted only to non-profit entities in his legal opinion. The Board discussed that the label of non-profit may need to be clarified further. Mr. LeBlanc would talk to Mr. Robertson and obtain a better specific explanation.

The Board moved to discussion of review of the contract labor agreement. Mr. LeBlanc presented an opinion letter from review of the item by Wright Brothers Law Offices. He explained their suggested changes in order to better reflect the contractor relationship with Ms. Lockie. Mr. LeBlanc will make these changes to the contract agreement and then present for signature, and Ms. Lockie was asked to make some adjustments to her invoicing process. Mr. McCurdy moved to accept these modifications of the contract agreement and approve for signature. Ms. Martens seconded the motion. All were in favor. The motion carried.

Finally, the Board discussed new appointments to Committees for new Board members. Ms. Brackett chose the Finance Committee, Ms. Barta-Fornshell and Ms. Hernandez chose the Programs and Grants Committee.

The meeting was adjourned at 5:45 pm.