

Twin Falls Health Initiatives Trust - Board Meeting 02/24/16

Location: Offices of Cooper Norman, Twin Falls

Present: Mark Brady, Shane Jenkins, Jim Woolley, Leon Mills, Leticia Hernandez, Nancy Glaesemann, Jana Rodgers, Kathryn Reese, Pat Kaes, Chris Greene

Absent: Kelsie Robinson

Staff: Misti Charters

Call to order at 4:40 p.m. by Mr. Brady. There were no prior minutes to approve at this time.

BOARD CANDIDATES

The Board candidates who were invited to the meeting did not attend, therefore the Board asked Ms. Charters to invite them to the next meeting in March. They would be interviewed then and a decision would be made on recommending appointment to the BOCC at that time. Ms. Charters would share their resumes with the Board again prior to the March meeting.

ELECTION OF OFFICERS

The Board began nomination and election of 2016 Board Officers at this time. The officers needing to be elected are President, Vice President, Secretary and Treasurer. The Board discussed.

1. **PRESIDENT:** Ms. Kaes nominated Mark Brady to continue as Board President. Ms. Glaesemann seconded the motion. All were in favor, and Mr. Brady was re-elected.
2. **VICE PRESIDENT:** Mr. Greene nominated Jim Woolley to become the new Board Vice President, and Mr. Mills seconded the motion. All were in favor, and Mr. Woolley was elected.
3. **SECRETARY:** Ms. Kaes nominated Kelsie Robinson to continue as Board Secretary. Dr. Reese seconded the motion. All were in favor, and Ms. Robinson was re-elected.
4. **TREASURER:** Ms. Rodgers nominated Shane Jenkins to continue as Board Treasurer, and this officer also serves as the Chair of the Finance Committee, as directed by ByLaws. Mr. Mills seconded the motion. All were in favor, and Mr. Jenkins was re-elected.

The new 2016 officers are:

President: Mark Brady

Vice President: Jim Woolley

Secretary: Kelsie Robinson

Treasurer: Shane Jenkins

FINANCE COMTE

Mr. Jenkins then presented the continued budget and the November, December and January financials, an invoice from HUB International for the Board insurance in the amount of \$1447, and monthly normal disbursements. Mr. Jenkins explained the financial statements needed a couple of small adjustments in the capital section on corpus and surplus. The Board discussed.

Dr. Reese moved to approve the budget and financials contingent upon the adjustments needed, the invoice to HUB, and the disbursements as presented. She also moved to authorize Mr.

Jenkins to transfer an extra \$1500 this month into the operating account to cover the HUB invoice. Ms. Rodgers seconded the motion. All were in favor and the motion carried.

Mr. Jenkins then presented the returned funds from the 2015 grant cycle. These are funds that were not used by the December 31, 2015 deadline. They were as follows:

1. SafeHouse: \$716.26
2. TARC: \$2250
3. Head Start: \$ 151.08

There were also returned funds from the current 2016 grant cycle from the Tobacco/Alcohol Diversion Program of \$20,000 (full amount of grant) due to some problems with the EIN they had filed under.

The Board discussed. All funds would be placed back into the Grant Account, and used for next year's grant funding. The Board also discussed the EIN issue that occurred with the Tobacco/Alcohol Diversion program and how that might be addressed in the upcoming grant cycle through the Grant Application. The P & G Committee was tasked with addressing this issue and providing a recommendation to the Board in upcoming meetings. Ms. Charters would ensure this item is handled.

P & G COMTE

Ms. Hernandez was the previous P&G Chair, and she has now retired from the Board. This position is appointed by the Board President. The Board discussed. Mr. Brady appointed Dr. Reese to serve as P&G Committee Chair. Ms. Charters would work with her to set up meetings in the upcoming months to address P&G matters.

Ms. Charters commented on the Annual Report and Final Reports, noting that the deadline for submission of final reports had just passed, and therefore she needed more time to complete the Annual Report. She also was still waiting on a couple of grantees who had requested extra time for submission due to year end receipts and numbers still coming in.

BOARD DISCUSSION

The Board discussed the new Board Candidates, and requested that Ms. Charters invite them to the next meeting. It was also requested that Ms. Charters re-send all of their resumes for the Board convenience. This item would be completed at the March meeting.

Board business was concluded at this time, and the meeting was adjourned at 5:34 pm.

EMAIL MEETING MINUTES FROM NOVEMBER

Due to scheduling issues, the Board conducted November meeting items via email. The items that were discussed and voted upon are as follows, with their result.

1. Dr. Reese moved to approve the regular monthly financials, disbursements, for the month of October. Mr. Greene seconded the motion. All were in favor, and the motion passed.
2. Dr. Reese moved to accept the October meeting minutes as presented. Mr. Greene seconded the motion. All were in favor, and the motion passed.
3. Dr. Reese moved to accept the 2014 Audit completed by Deagle & Ames. Mr. Greene seconded the motion. All were in favor, and the motion passed.
4. Dr. Reese moved to accept/fund the top 14 grant applicants in the ranking document for 2016 – for a total of the previously approved amount of \$215,000. That would fully fund

- the top 13 applicants (ranked by score) and partially fund the 14th. Mr. Greene seconded the motion. All were in favor, and the motion passed.
5. Dr. Reese moved to authorize Mr. Jenkins to direct Ms. Kate Coiner (TFHIT Bookkeeper) to cut all checks to fund the 2016 grants. Mr. Greene seconded the motion. All were in favor, and the motion passed.