

**Twin Falls Health Initiatives Trust  
Board Meeting 03/19/09**

**Location:** Twin Falls County Courthouse, Twin Falls

**Present:** Curtis Eaton, Jamie Kelley-Kinyon, Robert Valentine, Patty Kleinkopf, Terry McCurdy, Tom Mikesell, Rene LeBlanc, Jeff Blick and Priscilla Martens

**Absent:** Jay Dodds and John Hathaway

**Staff:** Misti Lockie

**Guests:** none

Mr. Eaton called the open meeting to order at 4:05 pm.

Roll call was performed and a quorum was declared.

Mr. Eaton began the meeting by welcoming the new members and asked Mr. Mikesell to introduce them: Jeff Blick and Priscilla Martens. John Hathaway was also noted as a new member, but was unable to attend the meeting. Mr. Hathaway is the current director of District 5 Health and Welfare.

Mr. Mikesell introduced Priscilla Martens, who stated she is the Director of the National Family Preservation Network, which is based in Buhl, ID. They are the primary national voice for family preservation, reunification and fatherhood. She is a native of the Magic Valley.

Mr. Mikesell introduced Jeff Blick, who stated he is with Westerra Real Estate and is also a Magic Valley native.

The minutes from the February 2009 meeting were reviewed. Ms. Kleinkopf moved to accept minutes as written. Ms. Kelley-Kinyon seconded the motion. All were in favor. The motion carried.

As the Board moved on to the committee reports, Mr. Eaton explained and described the committees to the new members.

**PROGRAMS and GRANTS COMMITTEE**

Ms. Kelley-Kinyon distributed materials regarding feedback to unsuccessful grant applicants and a proposed timeline for the next grant cycle.

Ms. Kelley-Kinyon explained the feedback letters for the Board, and stated that the Committee is recommending these letters be distributed to the unsuccessful grantees in

order to provide some reasons why their applications were not funded and offer feedback so they might be more successful in future applications.

Ms. Kleinkopf suggested a sentence be added at the top of the letter stating “We are sorry we were unable to fund your grant request this year.” Ms. Lockie was instructed to make the change. Mr. Eaton suggested that the language of the St. Luke’s letter could be re-worked. There was discussion on this matter.

Ms. Kelley-Kinyon moved that the letters be accepted for distribution, allowing that the Committee would “wordsmith” the language, subject to approval by the full Board through email. Ms. Kleinkopf seconded the motion. All were in favor. The motion carried.

Ms. Kelley-Kinyon then moved on to discussion of the proposed timeline for the next grant cycle that the Committee had drafted. There was discussion on this item, and concerned the following:

- Criteria, priorities and needs for this year; same as last year?
- Notification should begin in June
- Whether or not to include an independent panel this year; public perception of this item
- Whether or not to include presentations or interviews with applicants, and how that would work
- The amount of applicants that may come in this year; time constraints
- Possibly having a “first cut” of applicants if there are a large amount
- How the Board review process could be implemented this year
- The full process is still undecided

Mr. Eaton asked the Programs and Grants committee to continue with this draft timeline, but to complete the tasks that should occur under the timeline “skeleton” that has been created. The Committee can then bring this more complete timeline to the next meeting for more discussion. Mr. Eaton also asked Ms. Lockie to re-distribute the Community Plan/Strategic Plan to the Board so that they may review to determine if the needs/priorities from last year would be re-affirmed or revised.

The Board moved on to discussion about the possibility of more than one grant cycle per year and the possibility of multi-year grants. At this time, due to the economic climate and time constraints, the Board agreed to process only one grant cycle per year and not allow for multi-year grants.

At the end of Programs and Grants discussion, Ms. Martens volunteered to serve on this committee.

## **FINANCE COMMITTEE**

Mr. Valentine began the report of the Finance Committee by presenting the revised Policy and Procedure for disbursements. Mr. Eaton asked for clarification in the policy for which account this policy was referring to; Mr. Valentine confirmed it was only for

the new Operating Account, and notified the Board that the new account had been opened. Mr. Eaton asked if the policy could be revised to state which account it is to cover, and also if the Committee could create a policy for disbursements for the Grant Account. The Committee agreed they would bring these for approval at the April meeting.

Mr. Valentine then presented the financials for November and December, and the Board reviewed them. Mr. Valentine explained that a specific receivable would need to be set up for financials in regard to payments coming in from St. Luke's. The audit also needs some adjustments in regard to this item. Mr. Eaton asked Mr. Valentine if we could always have the prior month's financials ready at each meeting. Mr. Mikesell moved to approve the financials. Mr. McCurdy seconded the motion. All were in favor. The motion carried.

Mr. Valentine presented the disbursements list for Board approval. Mr. Mikesell moved to approve the disbursements. Ms. Kleinkopf seconded the motion. All were in favor. The motion carried. Mr. Mikesell noted that the disbursements list item described as "CSI – room rent" was actually a reimbursement to Ms. Lockie as the item was paid on her credit card.

Mr. Valentine then presented the State Pool Fund report and the Board reviewed. Due to the economic climate and status of return on the Fund, discussion turned to investment services. Mr. Mikesell stated he would determine the four firms that were originally chosen from the many that submitted proposals, and begin to draft a letter to send to them. The letter would be presented for approval by the full Board at the April meeting before distribution.

### **OTHER BUSINESS**

Mr. Eaton presented the electronic verification that the Trust annual report had been filed online. He noted that the registered agent is Tom Robertson, the Trust attorney of record. He asked all Board members to check this information for accuracy.

Mr. Eaton read a letter from the County Treasurer providing notification all the bank paperwork and transfer of documents had been provided to Mr. Valentine. Mr. Eaton also read a thank you letter from the Girl Scouts in regard to their grant funds.

Ms. Kleinkopf noted at this time that she would like clarification about appointment of new members and notification of these occurrences. Mr. Mikesell explained that the County Commissioners were trying to fill vacancies as soon as possible before the next grant cycle began, and therefore did so in order to move forward quickly. Mr. Eaton stated that the Board and the Commissioners could utilize this opportunity to get together and resolve any communication issues.

Board business was concluded at that time, and the meeting was adjourned at 6:30 pm.