Twin Falls Health Initiatives Trust - Board Meeting 03/19/14

Location: Offices of Cooper Norman, Twin Falls

Present: Mark Brady, Rene LeBlanc, John Hathaway (by phone), Kelsie Robinson, Pat Kaes, Jana Rodgers, Shane Jenkins, Jami Stroud, Letti Hernandez

Absent: Terry McCurdy, Leon Mills, Chris Greene

Staff: Misti Charters

Call to order at 4:18 p.m. by Mr. Brady.

The meeting began by reviewing the minutes from prior meeting: Ms. Rodgers moved to approve the minutes as presented. Ms. Kaes seconded the motion. All were in favor. The motion carried.

P & G COMTE
Mr. LeBlanc began discussion of the Programs and Grants Committee by requesting to be relieved as the P & G Chair, due to his service as an Executive Committee member and/or P & G Committee Chair over the full course of his service on the Board. The Board discussed.   Mr. LeBlanc agreed to transfer over and serve on the Finance Committee, and Ms. Hernandez agreed to begin service as the P & G Committee chair henceforward. Therefore, the Committees would stand as follows; considering Mr. Brady cannot serve on either committee as Board President:

P&G: Ms. Hernandez – Chair; Ms. Robinson, Ms. Kaes, Ms. Stroud, Ms. Rodgers

Finance: Mr. Jenkins – Chair; Mr. Greene, Mr. Mills, Mr. LeBlanc, Mr. McCurdy, Mr. Greene, Mr. Hathaway

The discussion then moved forward to P & G business. Ms. Charters discussed what is occurring at this point, as most of the work falls under her purview. She is working on revisions to the RFP; creation and coordination of the 2014 advertisements for the RFP release and Grant Workshop; set-up and coordination of the Grant Workshop; needs assessment/community plan; final reporting and upcoming interim reports; and other committee business. Ms. Charters will work with the new Chair to get any other business completed.

FINANCE COMTE
The Board moved on to the Finance Committee report. Mr. Jenkins began discussion by presenting the end of year statements, as of December 2013. He explained that the Committee had met the week prior. He also presented the February 2014 disbursements to the Board. The Board discussed.

Mr. LeBlanc moved to approve the December 2013 financial statement and the February 2014 disbursements as presented. Ms. Kaes seconded the motion. All were in favor, and the motion carried.

Mr. Jenkins then explained that the Finance Committee had analyzed the numbers in order to provide a recommendation for the grant funding amount for the 2015 Grant Cycle. Using the formula *(90% of total earnings + any returned funds + 25% of unrestricted fund account = rounded amount available for funding)*, the Committee decided to recommend an amount of $280,000 – which would be very close to recent historical funding, as it is within approximately $8000 of the funding this year. The Board discussed.

Ms. Kaes moved to approve the recommended amount of $280,000 for the upcoming 2015 Grant Cycle. Mr. LeBlanc seconded the motion. All were in favor, and the motion carried.

BOARD DISCUSSION
Mr. LeBlanc began Board discussion with explanation of the NHANES study being conducted on the CSI campus. He gave an overview of what the study entailed, and stated that any Board members who wished to tour the facility could do so on April 8th. Ms. Charters would assist in coordination of the tour.

Mr. Brady then noted that he would be unable to attend the April meeting, and therefore the meeting would be led by Ms. Hernandez. It would also need to be held at another location, since Mr. Brady would not be there to close up the building at Cooper Norman. Ms. Charters would make arrangements accordingly.

Mr. Brady also asked Ms. Charters to check with the County on the advertisement that was placed for potential Board members, gather the information, and place the item on the agenda for the April meeting. Ms. Charters would report back to Mr. Brady regarding the applications received when the opening is officially complete.

Board business was concluded at this time, and the meeting was adjourned at 4:53 pm.