

**Twin Falls Health Initiatives Trust
Board Meeting 06/18/09**

Location: Administrative Offices of Family Health Services, Twin Falls, ID

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

Absent: Jeff Blick, John Hathaway

Staff: Misti Lockie

Guests: George Urie, Twin Falls County Commissioners Chair

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

Roll call was performed and a quorum was declared.

Minutes from the May 2009 meeting were reviewed. Ms. Martens moved to accept minutes as written. Mr. McCurdy seconded the motion. All were in favor. The motion carried.

Mr. Eaton introduced Mr. George Urie, the Twin Falls County Commission Chair. He welcomed him to the meeting and explained that Mr. Urie was in attendance to discuss the events surrounding the amendment to the agreement between St. Luke's and the County, and the TFHIT involvement in this issue.

Mr. Urie explained that the Commissioners wanted to apologize for the short time frame that occurred with the review, approval and signing of the agreement by TFHIT. He stated that it had simply been an oversight on their part not to include the TFHIT Board at an earlier date. He stated that the County Commissioners do not take the TFHIT Board for granted at all, and appreciate everything they do. He further explained that the County Commissioners want to ensure a continued good relationship with the TFHIT Board, and asked that the Board notify the Commissioners should there be anything needed.

Mr. Eaton explained that following the latest appointment of Board members that the TFHIT Board felt it necessary to create a policy to deal with this process. He stated that the TFHIT Board felt that it is important to work closely with the Commissioners and ensure proper communication. Mr. McCurdy was asked to present his policy to the group for their review. Mr. McCurdy reviewed the policy in detail, and explained that any Board rollover was set up in such a way as not to interfere with the Grant Process. There was discussion about the policy.

Mr. Urie stated that the policy sounded acceptable from his point of view, and that it would be a great point with which to move forward. He reiterated the point that the Commissioners appreciate everything this Board is doing, and thanked them for their service.

Mr. Eaton thanked Mr. Urie for attending, and pointed out that this is a very hard-working Board, and that the members are very dedicated.

Mr. Mikesell moved that the policy to appoint new Board members be adopted. Ms. Kelley-Kinyon seconded the motion. All were in favor. The motion carried.

FINANCE COMMITTEE

Mr. Valentine presented the disbursements list for Board approval and noted that these items had already been reviewed and approved by the Finance Committee. Mr. Mikesell moved to approve the disbursements. Mr. Dodds seconded the motion. All were in favor. The motion carried.

Mr. Valentine then presented the financials for May and the Board reviewed them. Mr. Mikesell moved to approve the financials. Ms. Kleinkopf seconded the motion. All were in favor. The motion carried.

Mr. Valentine explained that the financials were supposed to have an added column to itemize and compare the prior year figures, but that this item had not been added yet.

The Board then discussed the state of investment returns, and Mr. Valentine reviewed the monthly reconciliation of pool fund.

Mr. Valentine then pointed out that the Board should be receiving its next payment in the amount of \$500,000 from St. Lukes. There was discussion of whether or not this would be going to the correct address or not. Ms. Lockie was asked to notify the Finance Committee if the check did not arrive at the PO Box by July 1, 2009.

Mr. Valentine then stated that the RFP for investments deadline would be June 30, and that Ms. Lockie would provide information for the group after that time. The Board discussed immediate investment options, including changing to the longer term investments within the state pool.

PROGRAMS and GRANTS COMMITTEE

Ms. Kelley-Kinyon began Programs and Grants Committee discussion with a report of the two grantees that had requested a change in expenditures. A decision had already been made and a letter sent to Family Health Services, denying their request. The P&G Committee had asked SIPAD to provide more information; this information has yet to be received. Ms. Kelley-Kinyon explained that Ms. Lockie is working on a standard form that can be used in the future for this process.

The Board then discussed the option of adding a bit of flexibility to the grant process by allowing a certain percentage of funds that could be moved around within the budget without asking for approval. Ms. Kelley-Kinyon explained the Committee had discussed this option and thought that somewhere around 10-15% would be acceptable. There was further discussion on this topic. Mr. LeBlanc suggested that it could possibly be a percentage and/or a set amount, to cover all options that might be available. The Board generally agreed that some flexibility would be advantageous.

There was further discussion about reallocation within existing approved grant expenditures or allowing use for something new. Ms. Kelley-Kinyon asked that the Board make some decision on whether there are any items that would NOT be funded so that could be included in the grant application guidance if needed. Board members agreed that some clarity was needed.

After further discussion, Ms. Martens moved that grantees be allowed a 10% leeway in budget expenditures within the categories *as applied for* in the application (personnel, fringe, contractual, travel, supplies, equipment, & other). Mr. McCurdy seconded the motion. All were in favor. The motion carried. It was agreed the grantees would be notified of this leeway within their grant recipient agreements upon approval.

Ms. Kelley Kinyon then asked about the statement in the application that says there are “no limitations” on what would be funded. The Board discussed this item as it would apply to approval or disapproval of grants, and whether or not to approach them as fund all or nothing, or to do line-item or partial funding in certain cases. The Board decided to defer this decision until the July meeting, and asked that Ms. Lockie add it to the agenda.

Ms. Kelley Kinyon then reviewed the process for selecting grant panel readers, and explained that a questionnaire was being created to send out to them with other background information. She stated that after that information was received the P&G Committee would choose members and recommend to full Board. If chosen, these individuals would also sign a conflict of interest and confidentiality statement.

The Board discussed possibly doing some PSA advertising for readers, and Ms. Lockie would look into it if there was time before trying to get readers chosen.

At this time, Mr. Eaton discussed that there are some items that may need to be incorporated into the By-Laws. He suggested that a small group of Board members get together to brainstorm and discuss. It was also discussed that an absolute majority is needed to change By-Laws.

Board business was concluded at that time, and the meeting was adjourned at 5:48 pm.