

**Twin Falls Health Initiatives Trust
Board Meeting 7/17/08**

Location: Family Health Services Office, Twin Falls

Present: Curtis Eaton, Jamie Kelley-Kinyon, Robert Valentine, James Schroeder and Patty Kleinkopf

Absent: Monica Castaneda-Kessel, Tom Mikesell, and Janet Holcomb

Staff: Misti Lockie

Guests: Nate Poppino, Times News

Mr. Eaton called the meeting to order at 4:15 pm. Roll call was performed and a quorum was declared.

The first agenda item was to review minutes from previous meeting of June 16, 2008. Ms. Lockie presented the minutes and the Board reviewed them.

Mr. Valentine then moved that the minutes be accepted as written, and Ms. Kelley-Kinyon seconded the motion. All were in favor.

PROGRAMS/GRANTS COMMITTEE

Mr. Schroeder led the discussion for the Programs and Grants Committee. He reviewed revisions to the Community Plan and Grant Application drafts and asked Board members to provide comments to Ms. Lockie to finalize. He suggested that the Committee and Board would need to meet one more time to approve these items before the open house.

Some items that were addressed are:

- Profit or non-profit only are eligible?
 - This is a legal issue; only non-profits are eligible
- Minimum grant amount
 - Discussion of Board and Mr. Schroeder moved that the minimum amount for grants be raised to \$5000; Mr. Valentine seconded the motion. All were in favor.

Discussion also dealt with the idea of how to find individuals to participate on a panel of readers for the grant applications. It was agreed Board must have final decision on grants, but that outside involvement would be helpful. This item was tabled for a later date.

OPEN HOUSE

Mr. Eaton stated that the final draft of the Community Plan would be presented for public comment at the open house, and that it would be the focal point of invited public input. After comments from the open house, the plan could be finalized and presented to the BOCC.

Discussion was held on clarification on the intent of the open house; it should be shifted to sharing information on background of the TFHIT, information on the grant cycle and also collecting input on the Community Plan. Because of availability of members the open house dates it was suggested that the date be adjusted to August 5, depending on confirmation of Mr. Mikesell's schedule. Mr. Schroeder made a motion that the date be rescheduled; Ms. Kelley-Kinyon seconded the motion. All were in favor. Format of the open house will include a slide presentation, and allow for public to make comments.

FINANCE COMMITTEE

Mr. Valentine discussed the transfer of funds into a specific TFHIT account at the state pool. This process needs to be approved and would occur within one day by wire transfer. Mr. Eaton stated that all parties should meet and determine exact process prior to its implementation. Mr. Valentine and Mr. Eaton will proceed. Mr. Schroeder suggested that this transfer be approved at the next Board meeting after the process is determined, because the transfer would require a corporate resolution and involvement of the BOCC.

Bookkeeping services were discussed; this decision was tabled for a later date following more guidance on what services would be performed. Mr. Valentine presented accounts payable, and discussed that from now on these items would be signed off by specific Board members, paid in a timely fashion, and then ratified at the next Board meeting. Mr. Schroeder requested that the Finance Committee develop some policies and procedures for these items to assist with implementation. Mr. Valentine presented the financials and reviewed them.

Mr. Schroeder moved to approve all AP items including attorney's fees; Ms. Kleinkopf seconded the motion. All were in favor.

Dates were scheduled for next meetings:

Program & Grants: July 30

Full Board: July 31

Open House: Aug 5

Board business was concluded at that time, and the meeting was adjourned at 5:20 pm.