

Twin Falls Health Initiatives Trust - Board Meeting 8/15/12

Location: Family Health Services, Twin Falls, ID

Present: Jay Dodds, Mark Brady, Jeff Blick, Patty Kleinkopf, Leon Mills, Priscilla Martens, Terry McCurdy, Rene LeBlanc, Rosemary Barta Fornshell, John Hathaway

Absent: Leticia Hernandez

Guest: Kelsie Robinson

Staff: Misti Charters

Call to order at 4:07 p.m. by Mr. McCurdy. A quorum was declared and roll call recorded.

The Board reviewed minutes from prior meeting: Ms. Martens moved to approve the minutes as presented, Mr. Blick seconded the motion. All were in favor. The motion carried.

Mr. McCurdy began the meeting by introducing potential Board member Kelsie Robinson. He distributed her resume for all to review. Mr. McCurdy provided some background information on Ms. Robinson, and stated that Ms. Brackett had recommended her as her replacement. Each Board member introduced themselves to Ms. Robinson, and then she gave an introduction of herself.

After discussion, Ms. Martens moved to accept Ms. Robinson to the TFHIT Board. Ms. Kleinkopf seconded the motion. All were in favor. The motion carried. She will be recommended to the BOCC for appointment.

Programs and Grants Committee

Mr. LeBlanc began presentation of Committee items by providing a demonstration of a tool that would be helpful to the TFHIT in determining needs assessments. Using the projector, he was able to preview a beta website that is being developed to address public health and wellness and tools for assessment.

Mr. Hathaway arrived at 4:27 pm and joined the meeting.

Mr. LeBlanc noted that this site will be updated at least four times per year, or per every new release. It will contain the most updated information available for Twin Falls County, and there is a location on the site to view that information separately. He indicated that this compiled information could be used in conjunction with other local needs assessment efforts in order to comply with the requirements of the By Laws, but without having to spend a large amount of TFHIT funds.

The Board discussed. Mr. LeBlanc explained that the Programs and Grants Committee could use this information to help recommend priority areas to the full Board. He noted that this would not include any survey information from the general public, but that St. Luke's would be performing an assessment soon with public survey information. That survey information will be released and can be used.

Mr. LeBlanc explained that Ms. Charters was handling the other P&G items occurring at this time. Ms. Charters provided a brief report on the application process thus far, and reminded Board members that the deadline for applications is September 4.

Ms. Barta Fornshell had to leave at 5:05 pm.

Finance Committee

Mr. Blick began his report with a discussion regarding the timing of reporting financials. He explained that that documentation that Ms. Coiner uses to compile the financials often comes in at such a late date that it makes completion and review of the financials difficult prior to each meeting. Mr. Blick asked the Board if they were willing to be flexible with the timing of the reports, and possibly begin accepting them up to two months post of the actual dates. All payables would still be reviewed and approved in the same manner, and nothing would be paid without proper approvals. The only change would be in actual presentation of the financials. Mr. Hathaway moved to accept financials presented from up to two months prior, if needed. Ms. Kleinkopf seconded. All were in favor, the motion carried.

Mr. Blick then presented the financials from May, June and July and reviewed for the Board. Mr. Hathaway moved to approve the financials and disbursements from May and June 2012. Mr. LeBlanc seconded the motion. All were in favor. The motion carried.

Mr. Blick presented several new bills for approval for payment. They were as follows: Times News for advertising for grant workshop and application release, Buhl Herald for same, Coleman, Robertson & Ritchie, attorneys for letter provided for audit purposes, payment to USPS for annual PO Box renewal. Mr. LeBlanc moved to approve for payment. Mr. Brady seconded the motion. All were in favor, and the motion carried. Ms. Charters would provide the bills to Ms. Coiner for immediate payment.

Mr. Blick discussed that the 2011 draft audit is now completed, and that Mr. Todd Ames will be invited to the September meeting to present it. The Board will be sent an electronic copy of the draft audit prior to the meeting in order to have time to review.

For his final item, Mr. Blick announced that Mr. Brady had agreed to take over as TFHIT Treasurer and therefore also Finance Committee Chair from this meeting forward. The Board discussed. Mr. Hathaway moved to appoint Mr. Brady as the new Treasurer from this point forward, and Mr. LeBlanc seconded the motion. All were in favor, and the motion carried.

The minutes shall now reflect that the 2012 Executive Officers are as follows:

President – Terry McCurdy

Vice President – Rene LeBlanc

Treasurer – Mark Brady

Secretary – Priscilla Martens

The minutes shall also reflect that, as Board policy has been previously determined, that all Executive Officers are authorized to be signors on any financial accounts, documents and dealings for the TFHIT. Any other signors are only allowed by express written consent of the Executive Officers after authorization by the full Board.

Having completed the business of the TFHIT for the day, the meeting was adjourned at 5:39 pm.