

Twin Falls Health Initiatives Trust - Board Meeting 8/19/15

Location: Offices of Cooper Norman, Twin Falls

Present: Mark Brady, Shane Jenkins, Jim Woolley, Leon Mills, Leticia Hernandez, Nancy Glaesemann, Jana Rodgers, Kathryn Reese, Pat Kaes, Kelsie Robinson

Absent: Jami Stroud, Chris Greene

Staff: Misti Charters

Call to order at 4:42 p.m. by Mr. Brady.

The meeting was called to order at 4:42 pm. The Board reviewed the minutes from the previous meeting of May 2015. Ms. Reese moved to approve the minutes as presented, and Ms. Hernandez seconded the motion. All were in favor. The motion carried.

FINANCE COMTE

Mr. Jenkins reviewed the financial statements that were presented to the Board, including the financials from December through July and the disbursements for June and July, and current invoices. The invoices included: the PO Box payment to the post office, and the Times News and Buhl Herald bills for the application release and grant writing workshop. All the previous month's disbursements had been approved at prior meetings; the financial statements from December through July had been under an in-depth review by the Finance Committee, and were now ready to present at this time.

The Board discussed. Ms. Rodgers moved to accept the statements, disbursements and invoices as presented, and Ms. Glaesemann seconded the motion. All were in favor and the motion carried.

Mr. Jenkins moved on to present an overview of the investments. Mr. Jenkins explained that the Zions representatives had attended the Finance Committee earlier that day, and given them a review of the TFHIT investment package and also introduced a new employee that would be handling the account. He noted that he will be asking Dean Seibel of Edward Jones to attend the next Finance Committee meeting to get a review of how current TFHIT investments are doing there.

Mr. Jenkins explained that there is approximately \$500,000 in funds that need to be re-invested at this time. The Finance Committee recommended investing these funds with the Zions LAM account, since the last amount to be invested went into the Edward Jones accounts. The Board voted in August of 2014 to increase the limits of investing with both Edward Jones and Zions LAM accounts to \$10 million each and to keep them both fairly equal in levels; investing this current \$500,000 would give both an approximate equal amount. The Finance Committee would move forward with this re-investment of funds as soon as possible, as they have been pre-authorized by the Board to do so.

P & G COMTE

Ms. Charters explained the few items that have occurred in regard to the P&G Committee. She has been working on the Interim Reports very carefully, as this was the first reporting period where grantees were required to submit receipts for all grant expenditures. This was taking more time than she had anticipated, and the Board discussed that review of each of the grantee's

receipts may not be needed; that she could choose 2 or 3 at random for each reporting period to perform a review. In addition, if there were other indications that a program may need review, additional ones could be chosen at any time. Ms. Charters noted that she would proceed in this manner from now on.

She also reviewed the upcoming Grant Review Timeline with the Board. Some dates would be different this year as the Board had decided to move the presentations ahead of the Board scoring in order to better understand the Applicants and their Projects prior to scoring. She went over the dates with the Board and would begin the coordination and planning for scheduling the venues and other items as soon they were finalized. The Board agreed the dates could be set as follows:

2015 Grant Review Timeline

- ***September 4: Grant Application Deadline***
- September 16: Regular Board meeting
- ***October 9: Applicant PRESENTATIONS***
- ***October 9: Reader panel scoring deadline***
- ***October 16: Board member scoring deadline***
- October 21: Regular Board meeting
- November 18: Regular Board meeting
- December 16: Award Ceremony

Ms. Charters also explained that she had already contacted the Reader Panel and they are happy to participate again this year, and are ready to begin the review. She is finalizing all other grant review items over the next few weeks, as the deadline for submission is September 4th.

BOARD DISCUSSION

The Board discussed recruitment at this time. Ms. Hernandez would be retiring from the Board as of December 31st after serving two full terms. Also, Ms. Stroud had not attended any meetings or been in contact with anyone regarding TFHIT since February, and Ms. Charters was trying to determine if she was going to continue serving on the Board. Therefore, there would at least be one vacancy and possibly two at the end of this year.

Ms. Charters had worked with Shannon at the County office to place an advertisement for Board candidates, and that ad had provided two applications. Mr. Brady asked if any Board members would volunteer to serve on a Nominations Committee – these individuals would contact or meet with the potential Board candidates for an introductory interview. They would discuss the time commitments, what would be expected of them, the mission, and answer general questions about TFHIT to see if the candidates were willing to serve and would work well with the Board. Mr. Woolley and Ms. Kaes volunteered to serve in this capacity. Ms. Charters would work with them to move forward with the two candidates and invite both to the October meeting to observe.

The Board also discussed that they would like to keep the meeting time at 4:30 from now on – it would work better for everyone’s schedules. The Finance Committee would continue to meet just prior; now at 3:30 instead of 3 pm. The September meeting would still be held at 3 pm because Mr. Jenkins plans on inviting Mr. Seibel to present.

Board business was concluded at this time, and the meeting was adjourned at 5:31 pm.