

## **Twin Falls Health Initiatives Trust - Board Meeting 11/17/11**

Location: Administrative Offices of FHS, Twin Falls, ID

Present: Rene LeBlanc, Priscilla Martens, Patty Kleinkopf, Terry McCurdy, Jamie Kelley-Kinyon, Rosemary Barta-Fornshell, Leticia Hernandez, John Hathaway, Kim Brackett, Jeff Blick, and Jay Dodds

Absent: Mark Brady and Leon Mills

Staff: Misti Lockie

Mr. LeBlanc called the meeting to order at 4:12 pm. Roll was taken and a quorum was declared.

Minutes from the prior meeting were reviewed. Ms. Martens moved to accept the minutes as presented. Mr. Hathaway seconded the motion. Ms. Kleinkopf noted she needed to be placed as absent on the minutes. All were in favor with changes noted. The motion carried.

### **Finance Committee**

Mr. Blick reviewed the financials and discussed with the Board. He also discussed other items that were discussed by the Finance Committee in regard to the financials. The Board discussed.

Mr. Blick then moved on to discussion of the Engagement Letter from Deagle and Ames in regard to the 2011 audit to be performed. A line item in the letter would need to be changed to strike the word “employees” to more clearly represent the TFHIT structure. Mr. Blick would take care of this item and return to Todd Ames.

Mr. Blick also discussed the Banner Account, and noted that those funds would be used to fund current grant amounts, and the excess would then be reinvested in line with the TFHIT Policy.

Mr. Blick asked for approval of September and October financials, and explained the reports are still a work in progress with Kate Coiner. Ms. Kleinkopf moved to accept, and Mr. Dodds seconded the motion. All were in favor and the motion carried.

Mr. Dodds also moved to accept the Deagle and Ames engagement letter to perform the 2011 audit with the one noted line item change. Ms. Kleinkopf seconded the motion. All were in favor and the motion carried.

Mr. Blick presented invoices from Wright Brothers Attorneys, Tom Robertson (Attorney), and from Deagle and Ames. All invoices were in regard to work performed on previous year’s audit. Mr. McCurdy moved to pay the invoices as presented, and Mr. Hathaway seconded the motion. All were in favor and the motion carried.

Mr. Blick also stated that the reader panel payments needed approved at \$200 each (for a total of \$800) so they could be distributed. Mr. Hathaway moved they be approved, and Ms. Kelley-Kinyon seconded the motion. All were in favor and the motion carried.

### **Programs and Grants Committee**

Ms. Kelley-Kinyon began her report with a recommendation for payment to Mike Slagel for his extra work on the grant review process and data analysis of the final product. Ms. Martens moved to pay him \$300 for this extra work; Ms. Kleinkopf seconded the motion. The Board discussed.

The Board suggested that it would be advantageous to have invoices from the reader panel and from Mr. Slagel in order to have proper receipting on the items. Ms. Lockie will ask them for these, and can assist them in providing them.

Mr. LeBlanc called for the question as to the current motion on the table; all were in favor and the motion carried. Ms. Lockie will submit the items to Ms. Coiner for payment.

Ms. Kelley-Kinyon mentioned that the recent quarterly reports are still being submitted. Ms. Lockie will track this item for the P&G Committee in order to provide a full summary when they are available.

The Board then discussed the award ceremony, and confirmed it would be held at the River Rock Grill on December 15<sup>th</sup> at 12:15 pm. Ms. Lockie will ensure all arrangements are made for the event. A press release will be sent out, and individual invitations to all proper parties. Ms. Lockie will also prepare all Grant Recipient Agreements in regard to grant funding prior to the Award Ceremony so that the grantees can sign and return to obtain their funds.

The Board moved onto the discussion of final decisions on funding for 2012 Grantees. The Board discussed the option of fully or partially funding; and reviewed the scoring of all grants in order to determine the proper distribution.

Mr. Hathaway moved to use an extra \$12,161 from unrestricted funds to allow funding of grants from 1 through 12 on the final scoring list; with the final two grants (tied) receiving \$10,000 each instead of their requested funding amount. This would be a total of \$307,055 in funding for this cycle. Ms. Martens seconded the motion. All were in favor and the motion carried.

The Board then took a short time to discuss the process for this year, and items of note regarding funding and applications. The Board discussed whether or not to take a more narrow or broad view in regard to “health” related items in the community. Mr. LeBlanc commented that “health” is a covers quite a wide spectrum of items from prevention to physical activity and actual health service providers.

The Board also commented that the new review process worked very well this year, and was a success. The Board instructed Ms. Lockie to provide feedback letters to those who were NOT funded by explaining the new review process, the ranking, and that funds are more limited in this economy. Ms. Lockie will prepare and distribute those letters.

### **Board Discussion**

Ms. Martens commented that she would like to see the Executive Committee duties be discussed and determined more clearly; that they could be performing action items in regard to By Laws, Strategic Planning, Needs Assessment and more.

The Board discussed the needs assessment further, and stated he has come across several non-profits who would be willing to partner on this venture. Mr. LeBlanc stated that he also knows of a joint venture on needs assessment that TFHIT might be able to get involved with. The Board will discuss more after the first of the year.

Ms. Lockie noted that there are several Board Terms expiring, and will be gathering all letters to submit to the BOCC. Ms. Kelley-Kinyon will be retiring from the Board, and all others are returning.

The Board also discussed that it would be best to just hold the Award Ceremony in December, then have a full Board meeting in January. The Officer Elections can be held at that time.

Ms. Lockie confirmed that she would get an award for retiring Board members and prepare all other items for the Award Ceremony prior to its occurrence.

Meeting adjourned at 5:25 pm.