



Idaho Independent Intergovernmental Authority

Board of Trustees

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Jared Mitton
City of Oakley

Patty Parkinson
City of St. Anthony

Pat Riley
Northern Lakes Fire Protection District

Minutes—III-A Board of Trustee Meeting

Date/Time: Monday, December 17, 2018 at 10:30 a.m. MT

Location: Conference Call

Chairman Rick Watkins - Call to Order, Introductions & Agenda Revisions

Trustees Present: Rick Watkins, Dan Hammond, Ruth Bailes, Rusty Coffelt, Grant Gager, Susan Lasuen, Suzanne McNeel, Patty Parkinson, Pat Riley

Trustees Absent: Gilbert Hofmeister and Jared Mitton

Also Present: Amy Manning, Lisa Fritz, Megan Smith, Cherese McLain, Kyle Condie (Auditor), Audit Committee Members- Holly Powell, Jo Ann Cole-Hansen, Joanna Burkhart, and Todd Thomas

III-A Operations

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Open Session at 10:33am MT

1. Introduction of the III-A 2017-18 Audit Committee
The III-A Audit Committee members were introduced by Amy: Holly Powell – Treasurer, Blackfoot; Todd Thomas—City Councilman, Preston; Joanna Burkhart – Treasurer, Victor; Jo Ann Cole-Hansen—Financial Manager, LOID. Ruth turned the time over to Holly Powell to report on the III-A Audit Committee’s process and recommendation. Holly reported that the audit committee met 4 times to review the process, choose an auditor, to discuss process and requests of auditor, and to review the audit. Holly informed the Trustees that Kyle and Amy answered the Audit Committee’s questions and that the Committee recommends that the Board of Trustees approves the 2017-18 Audit.
2. ACTION ITEM: Approve Audit Report for 2017-18
Kyle gave a short report regarding the audit. Holly Powell reported on behalf of the III-A Audit Committee. She explained the audit process and the Committee’s recommendation. Holly reported that the audit committee met 4 times to review the process, choose an auditor, to discuss process and requests of auditor, and to review the audit.

She informed the Trustees that Kyle and Amy answered the Audit Committee's questions and that the Committee recommends that the Board of Trustees approves the 2017-18 Audit.

- Pat moved to accept the recommendation from the III-A Audit Committee and approve the FY2017-18 Audit; Patty seconded. The Chairman asked for a roll call vote. Rick-aye; Dan-aye; Ruth-aye; Rusty-aye; Grant-aye; Susan-aye; Suzanne-aye; Patty-aye; Pat-aye

3. ACTION ITEM: Approve Minutes from December 6, 2018

- Pat moved to approve the December 6th minutes; Susan seconded. Passed unanimously

4. ACTION ITEM: Accept Financial Statement for November 2018

- Dan moved to accept the November Financial Statement; Rusty seconded. Passed unanimously.

5. ACTION ITEM: Approval of New Agencies

Amy reported that the City of Dover City Council has signed the III-A JPA and would like to begin offering III-A benefits on 1/1/19. They are a one-person group.

- Patty moved to accept the City of Dover into the III-A and authorize Chairman Watkins to sign the JPA; Rusty seconded. Passed unanimously.

6. ACTION ITEM: JPA Revision

Cherese and Amy reported on options and changes for the JPA. There was a lengthy discussion and a motion made and rescinded. The Trustees agreed to meet in person to discuss potential changes. Chairman Watkins instructed Amy to contact the Trustees to set a meeting date and to create a bullet point document with potential changes for the Trustees.

7. ACTION ITEM: III-A Personnel Policy

Amy explained the updates that had been made to the Personnel Policy per the Trustees' request at the April 2018 meeting. Definitions for Executive Director and Account Manager were added as well as clarification.

- Rusty moved to adopt the III-A Personnel Policy; Pat seconded. The Chairman asked for a roll call vote. Rick-aye; Dan-aye; Ruth-aye; Rusty-aye; Grant-aye; Susan-aye; Suzanne-aye; Patty-aye; Pat-aye

8. Additional Business

There was no additional business.

9. Adjourned at 11:13 a.m. MT