



# Idaho Independent Intergovernmental Authority

## Board of Trustees

Rick Watkins, Chair  
City of Fruitland

Dan Hammond, Vice-Chair  
City of American Falls

Ruth Bailes  
Minidoka Irrigation District

Rusty Coffelt  
Eagle Fire Protection District

Grant Gager  
City of Ketchum

Gilbert Hofmeister  
Power County Highway District

Susan Lasuen  
LHTAC

Suzanne McNeel  
City of Blackfoot

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:** Wednesday, December 6, 2018 at 10:00 a.m.

**Location:** MSBT Law at 7699 W Riverside Drive Boise, ID 83714

**Call to Order:** Chairman Rick Watkins - Introductions & Agenda Revisions

**Trustees Present:** Rick Watkins, Dan Hammond, Ruth Bailes, Gilbert Hofmeister, Grant Gager, Suzanne McNeel, and Pat Riley. Patty Parkinson participated via conference call

**Trustees Absent:** Rusty Coffelt and Jared Mitton

**Also Present:** Cherese McLain, Suzie Budge, Charlynn Harless, Amy Manning, Lisa Fritz, Megan Smith

## III-A Operations

Amy Manning  
Executive Director  
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Lisa Fritz  
Account Manager  
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## Open Session at 10:05 a.m.

1. Introduction of new III-A Employee Megan Smith - Amy
2. ACTION ITEM: Approve Minutes from October 22, 2018.
  - Pat moved to approve the October 22<sup>nd</sup> meeting minutes; Ruth seconded. Passed unanimously.
3. ACTION ITEM: Accept Financial Statement for October.
  - Dan moved to accept the October financial statement; Suzanne seconded. Passed unanimously.

## Executive Session – Entered Executive session at 10:10 a.m.

I.C. 74-206(1)(d)

4. Consultant Report - 2017-18 Plan Year Review
5. Executive Director Report
6. Account Manager Report
7. Attorney Report

## Open Session at 12:30 p.m.

8. ACTION ITEM: JPA Revision— Presentation of JPA changes for Review/Adoption – Chereese  
Chereese presented changes to the JPA. Grant also presented proposed changes. No action taken for review/adoption of JPA changes.
9. ACTION ITEM: III-A Personnel Policy— Presentation of Personnel Policy with updates from April 2018 meeting for Review/Adoption – Amy  
No action taken for review/adoption of Personnel Policy.
10. ACTION ITEM: Approval of New Agencies—Amy  
Amy presented the new agencies of Teton County Fire Protection District and Southside Water and Sewer District to the Trustees. Their effective date is January 1, 2019
  - Ruth moved to authorize Chairman Watkins to sign the JPAs for Teton County Fire and Southside Water and Sewer District and accept both agencies into the III-A; Susan seconded. Passed unanimously.
11. ACTION ITEM: Accountant Contract—Amy  
Amy presented the accountant’s contract from Evans, VanLeuven, and Catmull, CPAs. The firm’s current contract expired September 30, 2018.
  - Dan moved to approve the 3-year contract with Evans, VanLeuven, and Catmull, CPAs; Ruth seconded. Passed unanimously.
12. ACTION ITEM: Budget—Amy  
Presentation of Revised 2018-19 Budget for Review/Adoption. Amy presented the revised budget with the changes highlighted. The new budget anticipates an increase in operating revenue over the prior budget.
  - Ruth moved to approve the Revised 2018-19 Budget; Susan seconded. Passed unanimously.
13. Audit Committee Update—Amy  
Amy gave the dates for the audit committee meetings. The Trustees set a meeting date of Monday, December 17<sup>th</sup> @ 10:30am to receive the report from the III-A Audit Committee.
14. Adjourned – at 1:20 p.m.