



# 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

## III-A Operations

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## III-A Board of Trustee Meeting Minutes

**Date/Time:** Monday, October 22, 2018 at 9:30 a.m.

**Location:** Ketchum City Hall

**Call to order:** Introduction & Agenda Revisions - Chairman Rick Watkins

**Present:** Ruth Bailes, Susan Lasuen, Rusty Coffelt, Rick Watkins, Patty Parkinson, Suzanne McNeel, Grant Gager, Pat Riley, Gilbert Hofmeister, Dan Hammond, and Jared Mitton

**Also Present:** Cherese McClain, Attorney, Amy Manning, Lisa Fritz. Charlynn Harless participated via conference call

### Open Session – Meeting called to order at 9:32 a.m.

1. ACTION ITEM: Approve Minutes from September 7, 2018
  - Patty moved to approve the September 7<sup>th</sup> minutes; Pat seconded. Passed unanimously.
2. ACTION ITEM: Accept Financial Statements for August and September
  - Dan moved to accept the August and September Financial Statements; Suzanne seconded. Passed unanimously.

### Executive Session – Entered Executive Session at 9:40 a.m.

- I.C. 74-206(1)(a) and (d) Executive Session
3. Consultant Report –To be reviewed when plan year data is available.
  4. Executive Director, Trust, and Annual reports – Amy
  5. Account Manager Report – Lisa
  6. Attorney Report - Cherese

### Open Session at 11:40 am

7. ACTION ITEM: III-A Trustee Travel Reimbursement Policy—Cherese  
Presentation of Policy for Reimbursement of Trustees' Travel Expenses for Review/Adoption.
  - Patty moved to approve the III-A Travel Reimbursement Policy with a Per Diem rate (\$50 full day/\$30 half-day) as written and make it effective immediately; Ruth seconded. Passed unanimously.
8. ACTION ITEM: III-A Retiree Coverage Policy—Amy  
Review Current III-A Retiree Policy with Suggested Revisions/Additions for Review/Adoption. Amy recommended adding more specific language for retiree benefits, such as: Define impact to dependents upon enrollee retirement, add language pertaining to the rule of 80 or 90 as defined by PERSI, and add specification of which plan the retiree is eligible for at the agency level.
  - Pat moved to table and review/adapt language for next meeting; Ruth seconded. Passed unanimously

9. ACTION ITEM: III-A Air Ambulance Policy—Amy  
Reviewed and discussed III-A Air Ambulance Policy
  - Ruth moved to adopt the III-A Air Ambulance Policy, Patty seconded. Passed unanimously.
10. ACTION ITEM: Additional Staffing Discussion—Amy  
Reviewed Current and Future Staffing Needs
  - Ruth moved to add an additional full-time position. Susan seconded. Passed unanimously.
11. ACTION ITEM: Budget—Amy  
Presentation of Revised 2018-19 Budget for Review/Adoption. Amy explained future opportunities to participate with AIC at the highest level of sponsorship—Title Sponsor. This would include sponsoring the Spring and Fall workshops, speaking opportunities, print retractable banner, article and branding in their blog.
  - Suzanne moved to adopt new 2018-19 budget. Patty seconded. Passed unanimously.
12. Trustees Conflict of Interest Statements—Amy  
Annual DOI Requirement. All Trustees signed, notarized and submitted back to Amy
13. ACTION ITEM Committee Assignments for 2019 —Chairman Watkins  
Election for Chairman and Vice-Chairman Positions - Amy requested nominations.
  - Gilbert moved to keep as-is with Rick Watkins serving as III-A Chairman and Dan Hammond serving as III-A Vice-Chairman; Ruth seconded. Passed unanimously.
  - Committee Assignments announced. Rick will be used on any committee needed:
    - Medical Claims Review Committee: Rusty Coffelt, Pat Riley, Dan Hammond
    - Investment/Finance Committee: Ruth Bailes, Patty Parkinson, Jared Mitton, and Grant Gager
    - Legislation Committee: Gilbert Hofmeister, Suzanne McNeel, Susan Lasuen
14. Audit Committee Update—Amy  
Ruth Bailes - MID, Holly Powell - Blackfoot Treasurer, Todd Thomas - Preston Councilman,- Joanna Burkhart – Victor, Jo Ann Cole-Hansen--LOID
  - Amy to bring audit recommendations and potential new timelines to next meeting
15. Wellness Screenings Update—Lisa  
Survey Monkey results of agencies polled for Preventative Health screenings indicate a need to change how the screenings and flu shots are administered.
16. Adjourned at 1:20 p.m.



