



Idaho Independent Intergovernmental Authority

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Minutes – III-A Board of Trustee Meeting

Date/Time: Wednesday, October 23, 2019 @ 10:00 am MT

Location: Ketchum City Hall: 480 East Ave North, Ketchum, ID 83353

Trustees Present: Ruth Bailes, Susan Lasuen, Rick Watkins, Patty Parkinson, Suzanne McNeel, Grant Gager, Gary Aldous, Dan Hammond, Rusty Coffelt, Danielle Painter, Traci Malvich, and Jared Mitton.

Via Phone: Pat Riley

Also Present: Lisa Entourato, Tyler Lewis, Cherese McLain, Amy Manning, Lisa Fritz, Charlynn Harless, and Megan Smith.

Chairman, Rick Watkins—Called Meeting to Order

Open Session – Meeting called to order at 10:03 a.m.

1. Welcome—Chairman Watkins
2. ACTION ITEM: Approve Minutes for July 9, 2019; July 31, 2019; and September 19, 2019
 - Patty moved to approve minutes for July 9, 2019; July 31, 2019; and September 19, 2019; Danielle seconded. Passed unanimously.
3. ACTION ITEM: Accept Financial Statements for June, July, August, and September 2019
 - Patty moved to approve the June, July, August, and September 2019 Financial Statement; Ruth seconded. Passed unanimously.
4. ACTION ITEM: Chairman, Vice-Chairman, and Secretary Elections
 - Dan nominated Rick Watkins as Chairman; Ruth seconded. Dan moved to elect Rick as Chairman; Ruth seconded. Passed unanimously.
 - Suzanne nominate Dan Hammond as Vice-Chair; Gary seconded. Ruth moved to elect Dan as Vice-Chairman; Danielle seconded. Passed unanimously.
 - Rusty nominated Grant Gager as Secretary; Jared seconded. Rusty moved to elect Grant as Secretary; Suzanne seconded. Passed unanimously.
5. New Committees and Assignments
Chairman Watkins named two new committees and shared committee assignments. The new committees are: HR Committee and Strategic Planning Committee.

Committee assignments are as follows:

Medical Review Committee: Rusty, Dan, and Pat. Advisor: Catherine Cashmore, PharmD

Finance and Investment Committee: Ruth, Patty, and Gary. Advisor: Jacob Catmull and Charlynn Harless

Legislative Committee: Suzanne, Grant, and Susan. Advisor: Charlynn, Suzi Budge, and Cherese McLain.

Strategic Planning Committee: Pat, Gary, and Rick. Advisor: Charlynn and Amy.

6. Audit Committee Appointments for FY2018-19

Chairman Rick Watkins has invited Mayor Gordon Petrie, Emmett; Linda Stokes, McCall; and Amy Fealko, Salmon to serve on the 2018-19 III-A Audit committee, and all accepted. The Finance Committee Chair serves as the chairman of the Audit Committee. Amy shared that the Audit will begin in November. The process will start with selecting an Auditor; the committee will have a meeting with Auditor; Auditor to submit recommendation in mid-December, and III-A deadline to submit is December 31.

Executive Session – Entered Executive Session at 10:15 a.m.

- Rusty moved to enter Executive Session citing I.C. 74-206(1)(b) and (d) Executive Session; Traci seconded. Roll Call Vote unanimous

7. Executive Director Report-Amy

- Executive Director Annual Report
- COBRA Administration
- Account Manager Comments
- Health Coach Comments
- Accountant Contract Change

8. Consultant Report-Charlynn

9. Attorney Report-Cherese

Open Session/Break at 1:30 p.m.

10. Trustees Conflict of Interest Statements

Trustees completed the statements for submission to DOI

11. ACTION ITEM: Authorize Executive Director to advertise for and hire new employee

- Ruth moved to authorize the Executive Director to advertise for and hire a new employee; Danielle seconded. Passed unanimously. Grant had left the meeting was not present for the vote.

12. ACTION ITEM: Adopt addendum for accountant contract

Amy explained why Jacob requested a rate increase because of III-A growth and workload with this growth.

- Dan moved to adopt the addendum for the accountant contract; Ruth seconded. Passed unanimously.

13. ACTION ITEM: Authorize Executive Director to obtain proposals from two public relations firms

Amy shared why she recommends the III-A hires a PR firm to help tell the III-A story and create new branding. Discussion was had around that the proposals should be from an unlimited number of firms.

- Dan moved to authorize the Executive Director to create an RFP and send to an unlimited number of PR firms; Ruth seconded. Passed unanimously.

14. ACTION ITEM: Discussion/Vote on Dependency Pregnancy Coverage
Amy shared a document from Kaiser regarding depended pregnancy coverage and stated the ACA does not require this coverage. The III-A is currently covering it, and BCI covers its. Amy is going to research more on if the baby is covered under the mother's/parent's plan for the initial 30 days.
 - Danielle motioned to table the discussion/vote on dependent pregnancy coverage; Dan seconded. Passed unanimously.
15. ACTION ITEM: Approve Statement of Work Services and Fees for Milliman
 - Pat moved to approve the statement of Work Services and Fees for Milliman; Ruth seconded. Passed unanimously.
16. Discussion on the topic of Volunteer Fire Fighter Plans
The Idaho Volunteer Fire and Emergency Services Association contacted Amy and asked if the III-A would consider developing a plan for volunteer firefighters. Amy reported the request to the Trustees. The Chairman recommended Amy ask the president to send over a proposal of what they would like the Trust to consider.
17. Discussion on the topic of Employee Credit Cards/Rewards
The Trustees discussed and agreed that it would be beneficial to start earning rewards on the III-A credit card purchased and instructed Amy to research reward card options with our financial institution.
18. The next III-A Board of Trustees meeting will be held on Wednesday, February 12, 2020 at 10am – 2pm MST at Eagle Fire District.
19. Adjourned at 2:00 p.m. MST