



## SWIA3 Board Meeting

**Date:** November 19, 2021 **Time:** 1:30 PM to 3:30 PM

**Location:** 1505 S Eagle Rd, Ste 120 Meridian ID 83642

**Meeting ID:** 896 2943 8023

**Passcode:** 884352

**Dial In:** +1 253 215 8782

## MINUTES

### 1. Roll Call

- Members Present: Marc Shigeta, Kelly Aberasturi, Viki Purdy
- Members on Teleconference: Pam White, Mark Rekow, Kendra Kenyon
- Members Excused: Nate Marvin
- Guests: David Hegstrom (Harris CPA's) and Eric Fredriksen (Fredriksen Health Ins)
- SWIA3 Staff present: Raul Enriquez, Brandi Waselewski, Jan Adams

### 2. Call to Order **1:30 pm**

### 3. Approval of Minutes

- Action: Approve August 25, 2021 Meeting Minutes
  - **Kendra Kenyon motioned to approve the August 2021 minutes. Kelly Aberasturi seconded. No further discussion. All Ayes. August 2021 minutes were approved.**

### 4. Independent Audit – Harris CPA's

- David Hegstrom presented the SFY21 Audit. There were no findings
- Action: Approve Audit for Submission
  - **Kelly Aberasturi motioned to approve the SFY21 Audit as presented. Mark Rekow seconded. No further discussion. All Ayes. SFY21 Audit was approved.**

### 5. Health Benefits

- Eric Fredriksen presented the insurance options for the upcoming year. An additional benefit would be added for 2022. A direct primary care option would be added and provided by the Appleton Clinic.
- Action: Approve SFY 22 Health Benefits
  - **Viki Purdy motioned to continue with the current benefits package with the addition of Appleton Clinic option. Kelly Aberasturi seconded. Further discussion: Pam White asked if there is a Tele-Health option with the Appleton Clinic. Yes, there is. All Ayes. 2022 Benefits package was approved.**



#### 6. Allied Solutions Proposal

- Raul presented a comparison of our current IT company, Northwind Computers, and a potential new company, Allied Business Solutions.
- The contract would be for one year.
- The new company will be more expensive but would provide better business solutions.
- Allied Business Solutions is an approved State vendor.
- Action: Approve Allied Solutions Proposal
  - **Viki Purdy motioned to accept a new one (1) year contract with Allied Business Solutions IT, adding that Raul will provide a report at the May 2022 meeting. Mark Rekow seconded. No further discussion. Allied Business Solutions contract passed.**

#### 7. Borton-Lakey Letter of Engagement

- Attorney Maren Ericson has provided services to the agency for 2 years with her previous agency and has now offered to continue her services to us with Borton-Lakey.
- Action: Approve Letter of Engagement
  - **Kelly Aberasturi motioned to approve the Letter of Engagement with Attorney Maren Ericson at Borton-Lakey Law. Viki Purdy seconded. No further discussion. All Ayes. Motion passed.**

#### 8. Vacation and Sick Leave Donation Policy

- The Agency would like to give staff, that have vacation carryover, the opportunity to donate those hours to other staff that are in need.
- Vacation hours given are based on time served on the job. Max accrual of sick leave is 240 hours.
- Board members shared the leave donation policies in effect at their employment.
- Concerns brought up on the additional cost to taxpayers.
- Action: Approve Vacation and Sick Leave Donation Policy
  - Raul will research other options, draft a new proposal and present at our February 2022 meeting.



9. Kinship Care Idaho Woman’s and Children’s Foundation Grant Submission

- Raul and Julie are looking for Board support to apply for a grant under the Idaho Women’s Charity Foundation. The grant request would be a suggested \$20,000 to \$30,000 with a request deadline of December 15, 2021. The Board sounded favorable.

UPDATE: Raul and Julie will write the grant proposal and submit it by the deadline.

The grant will be presented at the next meeting.

10. Next Proposed Meetings: SFY22 Meeting dates:

Closing Period	Meeting Date
2 <sup>nd</sup> Quarter	Wed, Feb 16, 2022 1:30pm – 3:30pm
3 <sup>rd</sup> Quarter	Wed, May 18, 2022 1:30pm – 3:30pm
SFY23 Budget and Contracts Approval	Wed, June 15, 2022 1:30pm – 3:30pm

Meeting adjourned: **3:18 pm**

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Marc Shigeta, Chair

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Date