

IDAHO DEPARTMENT OF PARKS AND RECREATION
“To improve the quality of life in Idaho through outdoor recreation and resource stewardship”
BOARD TELECONFERENCE MINUTES
July 23, 2015
10:00 AM Mountain / 9:00 AM Pacific
5657 Warm Springs Ave.
Boise, Idaho

Minutes – Thursday, July 23, 2015

Call to Order – Chairman Correll

Chairman Correll called the meeting to order at 10:00 AM MST, July 23, 2015. The Chairman directed a roll call. Board Members in attendance via the phone were:

Charles Correll
Tom Crimmins - Absent
Robert Hansen
Randy Doman
Susan Buxton

Also present or on the phone during all or portions of the meeting were the following individuals:

David Langhorst – Director
Betty Mills – Management Assistant to the Director
Keith Hobbs – Operations Administrator
Anna Canning – Management Services Administrator
Steve Martin – Fiscal Officer
Kathy Muir – Grants/Contracts Management Supervisor

Additions or Deletions to the Printed Agenda

Ms. Buxton made a motion to keep the Consent Agenda items first on the agenda, move the FY 2017 Budget Presentation second and move the Grant Advisory Committee Appointments information and Grant Program information items to the end of the agenda due to her time constraints this morning. Mr. Doman seconded the motion. The Chair asked for further discussion, hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

Group Use Permit – Keith Hobbs

- Friends of Harriman State Park
- Thousand Springs State Park – Ritter Island Unit
- Eagle Island – Rec Fest

Mr. Doman made a motion to approve all of the submitted Group Use Permit requests as proposed by staff. Ms. Buxton seconded the motion. The Chair asked for further discussion, hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

FY 2017 Budget Presentation (Revised 7-20-2015) – Steve Martin

Mr. Martin presented the changes that have occurred to the FY 2017 budget proposal that was presented in the April 22, 2015 Board meeting. Mr. Martin reviewed the changes that were made to the budget at the direction of the Board. This included removing all of the Capital Development projects at Billingsley Creek. Mr. Martin explained that although the Board approved adding a feasibility study back into the budget request, staff would be able to fund such a study with existing funds and that a specific budget request would not be necessary. A new Capital Development project was added which is phase II of the Gilmore camp ground at Farragut State Park which is 100% funded by the RV Fund. Also added was a request for a new FTE for a new Interpretive Environmental position that will be based out of Head

Quarters. Mr. Martin also added the line items for the health benefit increases and other benefit cost increases as well as the CEC estimate, based on the recommendation that we have received from the Division of Financial Management in their annual budget instruction. Board discussion followed pertaining to the CEC increases as well as salary increases for all IDPR staff. Director Langhorst stated that the new HR Director has been requested to present a new salary plan to the Board during the November Board meeting.

Mr. Martin reported that the funds that are earmarked for the Billingsley Creek project are currently in an account, designated for this project and will remain there until we are able to put this money to use on projects that are identified.

Mr. Doman made a motion to approve the FY 2017 budget, based on the ranked replacement equipment and program enhancement requests as presented on the revised pages 7-15. The Chair asked for further discussion. Hearing none, the Chair called for a vote on the motion. Motion carried unanimously.

Grant Advisory Committee Appointments Information Only – Kathy Muir

Ms. Muir stated that this agenda item is purely for information only and she has provided the Board members with the packet of information along with a summary sheet with all of the applications for the potential Advisory Committee members. Policy states that the next step is for the Board members to review the submitted applications. Ms. Muir is available to answer any questions from the Board. Board and staff discussion followed. Ms. Canning reminded the Board that during a meeting in 2014, the Board requested IDPR staff to change the review process for appointing members to the Grant Advisory Committee, to assigning responsibility to the Board, at a minimum, to contact each applicant by telephone. The Board agreed to call each applicant in their district. Director Langhorst reiterated that the Board members have a month to contact each Advisory Committee applicant prior to voting on them during the August 2015 Board meeting. Mr. Hansen and Chairman Correll agreed to divide District 5 between them and make the appropriate phone calls to those applicants as well as their own Districts due to the open Board position in District 5.

Board Member Buxton left the meeting at 10:25 AM

Grant Program Information – Steve Martin

Mr. Martin stated that this item along with the Grant Advisory Committee Appointments are follow up items from the April 2015 Board meeting. Two questions were brought up during the April 2015 meeting; one was the appeal process on the Advisory Committee application rankings and secondly, what was the appropriate process when dealing with conversions of Grant Funded projects?

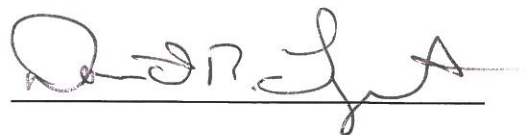
Mr. Martin stated IDPR staff did the research and put together two summaries that were attached to this agenda item for the Board. Board and staff discussion followed.

Mr. Doman requested a work session during an upcoming Board meeting regarding the Road and Bridge Grant Funds. Director Langhorst stated that IDPR staff will arrange for a work session during the November meeting to allow sufficient time for this discussion and remind ourselves of what was previously discussed and what the current policies regarding this topic are.

Mr. Doman made a motion to adjourn the meeting. Mr. Hansen seconded the motion. The Chair asked for further discussion. Board and staff discussion followed. The Chair called for a vote on the motion. Motion carried unanimously. Meeting was adjourned at 10:47 AM.



Charles Correll, Chair
Idaho Park and Recreation Board



David R. Langhorst, Direct
Ex-Officio Member of the Board