

**IDAHO DEPARTMENT OF PARKS & RECREATION**

*“To improve the quality of life in Idaho through outdoor recreation and resource stewardship”*

**Quarterly Board Meeting**

**November 9-10, 2022**

**TownePlace Suites by Marriott**

**175 Avenida Del Rio**

**Twin Falls, ID 83301**

Zoom Meeting Link:

<https://us02web.zoom.us/j/84676439165?pwd=VlpBNnl6M1I3cUJaN3BROTl3N1I3Zz09>

Meeting ID: 846 7643 9165

Passcode: 316274

**MINUTES**

**Wednesday, November 9, 2022**

TOUR OF THOUSAND SPRINGS STATE PARK, RITTER ISLAND, BOX CANYON, NIAGRA SPRINGS

MEETING ADJOURNED AT APPROXIMATELY 4:00 PM NOVEMBER 9, 2022, AFTER THE TOUR. NO BUSINESS NOR DELIBERATION ON ANY PENDING MATTER OCCURRED DURING THE TOUR.

**Thursday, November 10, 2022**

Call to Order - Chairman Beckley called the meeting to order at 9:00am and requested a roll call.

- Chairman Beckley - Present
- Board Member Fatkin - Present
- Board Member Black - Present
- Board Member Roach - Present
- Board Member Eastwood - Present via zoom

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

- Susan Buxton, Director
- Troy Elmore, Operations Division Administrator
- Adam Zaragoza, Management Services Administrator
- Erik Bush, Project Manager
- Kathy Muir, Grant Manager
- Tami Iasonides, Management Assistant
- David White, North Region Bureau Chief
- Keith Jones, Natural Resources Manager
- Theresa Perry, South Region Bureau Chief
- Craig Quintana, Public Information Officer
- Dave Claycomb, Rec Bureau Chief
- Joy Vega, Deputy Attorney General
- Steve Martin, Financial Officer
- Joe Cook, Maintenance Manager
- Jane Young, Customer Service Rep

- Wallace Keck, Park Manager
- Dave Landrum, Park Manager
- Lori Wolff, Idaho Division of Human Resources Administrator
- Alberto Gonzalez, Information Technology Services Administrator

**Welcome and Introductions / Chairman Beckley and Director Buxton**

Chairman Beckley and Director Buxton welcomed everyone to the meeting. Director Buxton introduced Division of Human Resources Administrator, Lori Wolff and Information Technology Services Administrator, Alberto Gonzales as well as other IDPR staff in attendance and on zoom.

**Additions or Deletions to the Printed Agenda**

The Chairman asked if there were any additions or deletions to the printed agenda. Director Buxton advised of the omission of the action item to elect officers, which is typically done at the November meeting. Chairman Beckley asked the Board whether they would like to amend the agenda and add it, or put it on a future agenda. Mr. Fatkin suggested placing it on the February agenda.

**Consent Agenda**

Approval of Minutes August 9-11, 2022, and September 29, 2022.

**Mr. Fatkin moved to approve the minutes as written. Motion was seconded by Mr. Black. The Chairman asked for further discussion, hearing none, the Chairman called for a vote on the motion. Motion carried.**

**Director’s Report & Legislative Update**

Director Buxton reported on the following topics:

- **Legislator Discussions**  
There will be many changes across the state in both the State house and Senate chambers with this being an election year. We have been able to reach out to many legislators to discuss HB 93 and the early effects of doubling non-resident camping fees in parks. IDPR hosted the Joint Finance Appropriation Committee on a tour of Bruneau Dunes State Park in early October.
- **Cabinet Activities**  
Sara Stover was appointed as the Director of Cabinet Affairs and is working with agency Directors to address outdoor recreation.
- **Meetings**  
IDPR continues to meet with multiple agencies such as National Park Service, Forest Service, Idaho Department of Lands, Bureau of Land Management, PacifiCorp and Cities and Counties on multiple matters relating to our parks and recreation programs.

**WIF Advisory Committee Appointment for District 5**

Kathy Muir recommended that the Board appoint Mark Phillips to the District 5 Waterways Improvement Fund (WIF) Advisory Committee.

**Mr. Fatkin moved to appoint Mr. Phillips to the District 5 WIF Advisory Committee. Motion was seconded by Mr. Roach. The Chairman asked for further discussion, hearing non, he called for a vote on the motion. Motion carried.**

### **Sheridan Property Transfer**

Adam Zaragoza provided information on a 260-acre parcel of land in Cassia County that IDPR desires to acquire from The Conservation Fund (TCF) so that it can be used to provide recreational tourism opportunities near Castle Rocks State Park.

**Mr. Roach moved to authorize the Director to sign the Property Acquisition Agreement contingent upon the National Park Service closing on the referenced Tract No's 101-13, 101-14 and 101-15. Upon receipt of the executed Warranty Deed, the Board will accept parcel RP15S24E182400 as real property owned and managed within the Idaho Parks and Recreation System. Motion was seconded by Mr. Black. The chairman asked for further discussion, hearing none, he called for a vote on the motion. Motion carried unanimously.**

### **Human Resources Modernization**

Lori Wolff, Idaho Division of Human Resources Administrator provided information on the Human Resources Modernization. The goal of the modernization is to provide consistency in managing our state workforce. This will be done through policy/practice support, improved strategies to manage the workforce and attract talent, leadership and professional development of HR professionals, and training and development of employees and leaders. HR staff will continue to be located at the agency to be part of the leadership team and will work with the Director and staff to continue smooth HR functions for all elements of HR.

### **Information Technology Services**

Alberto Gonzalez, Idaho Information Technology Services Administrator provided an overview of the IT modernization. After meeting with multiple agency Directors, Legislators, Lobbyists, and Vendors they found gaps in service, financials, communications, and security which they plan to address in phases. There will be a large emphasis on customer service and timely billing to assist budgeting processes.

### **Boise River ReWild Project with Golden Eagle Audubon Society**

Joe Cook and Jane Young provided information on the Boise River ReWild Project. IDPR is working in coordination with the Golden Eagle Audubon Society, the native plant restoration project is focused on the Barber Pool Conservation Area between the Diversion Dam and the East Park Center Bridge on public property.

### **2023 Meeting Dates & Locations**

The Board discussed dates and agreed to the following meeting dates and locations for 2023 quarterly meetings:

- February 8-9 Boise, ID
- May 2-4 Challis, ID
- August 9-10 Lewiston, ID
- November 8-9 McCall, ID

### **Park Naming Convention/Policy 8030**

Adam Zaragoza provided the Board with the current policy for review. After discussion, Chairman Beckley suggested that a subcommittee be formed to work with staff on adjustments to the policy and bring the proposed changes to the Board. Mr. Zaragoza, Chairman Beckley and Board Vice Chair Eastwood will work together on proposed changes.

### **Randy Doman Board Recognition**

Director Buxton provided a background on Mr. Doman and recognized him as an integral member of the

IDPR Board. Director Buxton presented a plaque on his behalf to Mr. Doman's family. All Board members and several staff stated their respect and friendship with Board member Doman and expressed their condolences to his family. Brooke Doman, Randy's daughter addressed the Board and remarked how much Randy loved IDPR.

### **Program Reports**

- **Communications** - Craig Quintana provided information and statistics on IDPR's social media engagement, IDPR's involvement and presentation at the Idaho Conference on Recreation and Tourism (ICORT) and Communication's work on the Interpretive Program, its challenges, and goals for the program in 2023.
- **Development Bureau** – Erik Bush provided an update on current projects and their progress. Development welcomed Brian Griggs as a new Project Manager for the department.
- **Fiscal** - Mr. Martin provided the first quarter financial reports for fiscal year (FY) 2023 for the Board's review. Mr. Martin reported that year-to-date revenue is somewhat reflective of timing variances for revenue that was collected in June but was not recognized until July due to ITS data issues.
- **Human Resources** - Director Buxton provided an overview of current turnover and retention numbers. Recruitment for many positions has been successful and is ongoing for many vacant positions.
- **Management Services** - Adam Zaragoza has been working with Department of Environmental Quality and Idaho Department of Lands on potential properties to partner on. Mr. Zaragoza provided updates on the Lake Cascade Marina project, Ashton property acquisition, meetings with the City of Ashton regarding the Ashton Visitor's Center and paving at Ashton Tetonia Trail planned for 2024-2025.
- **Natural Resources** - Keith Jones provided a brief update of completed and upcoming projects for Natural Resources. Mr. Jones expressed his appreciation for the Ranger Roundup being started back up, it was a great experience and creates a great culture and sense of value for employees.
- **Operations** - Troy Elmore provided an update on his meeting with the Director of Center for Deaf and Hard of Hearing regarding inquiries and what IDPR can do to accommodate recreators. A process to handle inquiries was established and that will be discussed at region meetings. Mr. Elmore provided information on his meeting with the Idaho Cattle Association to discuss OHV law enforcement and education.
- **Rec Bureau** - David Claycomb met with Sheriff's offices and Forest Service staff regarding OHV training and a draft curriculum has been established. OHV education classes have taught 121 students and trained 4 new instructors this last quarter. Mr. Claycomb reported that the Rec Bureau is almost fully staffed. The yurt that was damaged by a bear has been patched up and is back online for reservations.
- **Reservation and Registration** - Adam Zaragoza provided information on the upcoming fee review provided by the recently established fee team, made up of two staff members from each region. Mr. Zaragoza also provided an overview of visitation numbers.
- **East Region** - Troy Elmore stood for questions regarding the East Region Quarterly Report provided to the Board. No questions or comments were posed.
- **North Region** - David White provided an update on staffing. They have three new Rangers and two vacancies currently.
- **South Region** - Theresa Perry and her staff have had a busy summer and have now fully transitioned into winter. Ranger Roundup and South/East Region meeting went well. Staff is working on compliance training.

**Executive Session**

**Mr. Roach moved to go into Executive Session pursuant to Idaho Code 74-206 (b), (c) and (f) to evaluate a public office, to discuss the acquisition of real property not owned by a public agency and to communicate with legal counsel regarding pending litigation.**

The Chairman called for a roll call vote

- o Board Member Beckley - Yes
- o Board Member Fatkin - Yes
- o Board Member Black - Yes
- o Board Member Roach - Yes

Motion Carried.

The Board returned from Executive Session at 1:45. No decisions were made during the Executive Session and no action taken in open session after the Executive Session.

Mr. Fatkin moved to adjourn the meeting. The meeting was adjourned at approximately 1:50 PM.



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Chairman Brian Beckley  
Idaho Park and Recreation Board



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Susan E. Buxton, Director  
Idaho Department of Parks and Recreation