



Health Plan Trustee Board Agenda

Wednesday, May 20, 2026, 3:00 PM

203 Main Ave E
Twin Falls, ID 83301

Members: Travis Rothweiler; Mitch Humble; Gretchen Scott; Kristen Kohntopp; Breanna Howard

- 1) Call Meeting to Order/Confirmation of Quorum
- 2) Consent Calendar
 - a) **ACTION ITEM:** Request to approve April 15, 2026, minutes. By: Gretchen Scott, Deputy City Manager
- 3) Items of Consideration
 - a) **ACTION ITEM:** Organization of the Trustee Board - Selection of Chair
By: Gretchen Scott, Deputy City Manager
 - b) **ACTION ITEM:** Organization of the Trustee Board - Selection of Vice Chair
By: Gretchen Scott, Deputy City Manager
 - c) **ACTION ITEM:** Organization of the Trustee Board — Approval of Trustee Term Assignments
By: Gretchen Scott, Deputy City Manager
 - d) **PRESENTATION:** Discussion on Preemptive Cancer Screening.
By: Kyle Eldrige, Shane Smith
 - e) **PRESENTATION:** Financial Report
By: Breanna Howard, CFO
 - f) **DISCUSSION:** Conversation regarding income and expenditures.
By: Breanna Howard, CFO
- 4) General Public Input
- 5) Adjournment

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Rachael Long (208) 735-7287 at least two working days before the meeting. Si Desae Esta information in Español, Por favor llama a Rachael Long al telephone (208) 735-7287.



City of Twin Falls Health Plan Trust Minutes

Wednesday, April 15, 2026 3:37 PM
203 Main Ave E Room 303

Members: Breanna Howard, Mitch Humble, Gretchen Scott, Kristen Kohntopp, Travis Rothweiler

Public: None

1. Call to Order

A. The meeting was called to order at 3:37 PM.

2. Consent Calendar

A. Minutes from March 14, 2026. Motion: Travis Rothweiler, seconded by Kristen Kohntopp.
Motion passed unanimously. No nays.

3. Items of Consideration

A. Health Plan Trust Bylaws –

Trustees discussed a final revision to Section 5.3 related to finances and reserves, specifically the addition of language requiring the Board to annually develop and adopt an operational budget. The discussion emphasized the importance of the Trust functioning as an independent entity with its own financial planning process, including tracking contributions, expenditures, and projected financial performance. Trustees also discussed how a formal budget could support future decisions, such as managing reserves or considering potential distributions to plan participants. After confirming no additional edits were needed beyond those previously circulated and the discussed amendment, **a motion was made by Travis and seconded by Breanna to adopt the bylaws with the revision to Section 5.3. The motion passed unanimously, and the bylaws were declared effective immediately upon adoption.**

Following adoption, the Board briefly discussed future governance items, including the need to establish staggered terms for trustees and to formally designate officer roles such as chair and vice chair in accordance with the bylaws. Trustees agreed these items would be brought back for discussion at the May meeting.

B. Financial Report –

Breanna Howard presented the balance sheet and profit and loss statements through March 2026. She reported that total assets of the Trust were approximately \$2.69 million, reflecting

growth from the initial funding level. Liabilities included current claims payable, and retained earnings combined with net income demonstrated continued financial stability. The Board discussed monthly income trends, noting that revenues remain relatively consistent due to fixed premium contributions, while expenses, particularly claims, fluctuate from month to month.

Discussion of expenses focused on medical and prescription claims, including a notable increase in March attributed in part to a single high-cost medical event. Trustees acknowledged that while such claims can cause short-term spikes, they are not necessarily indicative of ongoing trends. Concerns were raised about the sustainability of higher-cost months if they were to continue, particularly in relation to prescription claims, and staff agreed to continue monitoring trends closely. Additional discussion addressed administrative fees, stop-loss premiums, and interest income, as well as the need for clarification on a reported negative adjustment from Select Health. Staff indicated follow-up would be conducted and shared with the Board.

The Board also discussed the level of detail appropriate for financial and claims reporting, including considerations related to confidentiality and HIPAA compliance. Trustees expressed interest in receiving high-level claims reporting with appropriate safeguards in place. **A motion was made to accept the financial reports by Travis, seconded by Kristen, all voted in favor.**

4. General Public Comment

No public comments were made, and no additional committee comments were noted.

The meeting was adjourned at 4:07 p.m.

City of Twin Falls Health Plan Trust Bylaws

Article I. Name, Purpose, and Scope

Section 1.1 Name. The name of this entity is the City of Twin Falls Health Plan Trust (the "Trust").

Section 1.2 Purpose. The Trust exists and operates pursuant to a Trust Agreement; it holds and applies assets to pay benefits and reasonable administrative expenses of the City of Twin Falls (the "City") group health plan for active employees and eligible dependents.

Section 1.3 Legal Status. The City's group health plan is a "governmental plan" exempt from the Employee Retirement Income Security Act of 1974, as amended ("ERISA"); the Trust is a registered self-funded health care plan under Idaho state law.

Article II. Authority; Reserved Powers; Compliance

Section 2.1 Establishment. These Bylaws implemented and operated under Resolution 2026-01 adopted by the Trust.

Section 2.2 Reserved Powers of Council. The City Council retains the authority to approve material contribution policy changes; and the Trustees have the authority to terminate and liquidate the Trust consistent with applicable federal and state laws and rules governing the Trusts including but not limited to the Trust Agreement.

Section 2.3 Compliance. The Trust and its vendors shall comply with applicable federal and state law, including Affordable Care Act ("ACA") employer mandates and reporting, as well as the applicable provisions of COBRA, HIPAA, GINA, MHPAEA, and Idaho laws.

Article III. Board of Trustees

Section 3.1 Composition. The Trust is governed by a Board of Trustees ("Board") pursuant to the Trust Agreement, consisting of five (5) individuals. The five trustees are currently: City Manager (or designee); Finance Director (or designee); Human Resources Director (or designee), and two (2) at-large members appointed by the City Manager. Any combination of employees, elected officials and/or subject matter experts may be appointed, at the discretion of the City Manager, to serve in the at-large positions.

Section 3.2 Terms and Staggering. Designees and at-large Trustees shall serve three-year staggered terms. There shall be no maximum of the number of terms a Trustee may serve.

Section 3.3 Removal and Vacancies. A Trustee may be removed for cause by the appointing authority and per the Trust Agreement. Board vacancies shall be filled by appointment of the City Manager.

Section 3.4 Officers. The Board shall elect a Chair and Vice Chair annually; the HR Director shall serve as Secretary unless otherwise designated.

Section 3.5 Ethics and Conflicts. Trustees shall comply with the applicable provisions of the Idaho Code including Section 41-4015; disclose conflicts; and recuse as appropriate.

Section 3.6 Fiduciary Standard. Trustees shall act as fiduciaries with loyalty and prudence for the exclusive purpose of providing benefits and paying reasonable administrative expenses, with prudent investment principles applied to Trust assets.

Article IV. Meetings; Procedures

Section 4.1 Regular and Special Meetings. The Board shall meet at least quarterly; special meetings may be called by the Chair or any other Trustee with an agenda posted at least twenty-four (24) hours prior to the meeting and subject to Idaho's Open Meetings Law.

Section 4.2 Open Meetings and Executive Session. The Board shall comply with Idaho Open Meetings Law. Executive sessions are limited to the purposes authorized by Idaho Code § 74-206, including discussion of records exempt under § 74-106 (e.g., health records).

Section 4.3 Quorum and Voting. A majority of voting trustees constitutes a quorum. Actions require the affirmative vote of a majority of trustees present unless otherwise stated. A two-thirds vote is required to adopt/amend the investment policy, change stop-loss structure materially, or recommend dissolution.

Section 4.4 Rules of Order. The Board may use Robert's Rules of Order where not inconsistent with law or these Bylaws.

Article V. Powers and Duties

Section 5.1 Administration. The Board shall oversee and evaluate vendors including third party administrators ("TPAs"), pharmacy benefit managers, stop-loss carrier, actuary, consultant, auditor, legal counsel, investment advisor/manager, and custodian; adopt administrative policies; and ensure HIPAA business associate agreements ("BAAs") are in place.

Section 5.2 Procurement. The Board shall follow the City's procurement policies and Idaho Code Title 67, Chapter 28 for acquisitions of services and personal property, when necessary and required by law.

Section 5.3 Finance and Reserves. The Board shall annually adopt an operational budget to analyze contributions, expenditures, and projected financial performance, including pro-forma surplus and contribution levels, and maintain actuarially determined reserves (in compliance with Idaho state law).

Section 5.4 Stop-Loss. The Board shall annually establish specific and aggregate stop-loss attachment points with actuarial input; monitor carrier financial strength; and align plan terms with stop-loss policy terms.

Section 5.5 Reporting and Compliance. The Board shall ensure and effect HIPAA privacy/security compliance, State of Idaho self-funded plan reporting and filing requirements, as applicable, through vendors and staff.

Section 5.6 Quality and Grievances. Maintain utilization management and a member grievance/appeal process administered by the TPA, subject to Board oversight.

Article VI. Contributions; Assets; Investments

Section 6.1 Contributions. Employer and employee contributions shall be deposited into the Trust account.

Section 6.2 Exclusive Benefit; No Inurement. Trust assets shall be used exclusively for the purpose of providing benefits and administering the Plan, including but not limited to pay plan benefits, run-out claims, stop-loss premiums, administrative expenses, wellness/case management programs, to maintain required reserves, and no private inurement.

Section 6.3 Banking and Custody. Trust assets shall be held in accounts with appropriate institutions; the Board shall designate the custodian and authorized signers.

Section 6.4 Investment Policy. The Board may adopt an investment policy that is consistent with Idaho law.

Article VII. Privacy; Public Records

Section 7.1 HIPAA. The plan is a covered entity; the Board shall ensure BAAs and reasonable administrative, physical, and technical safeguards are in place.

Section 7.2 Public Records. Protected health information (“PHI”) and other exempt records shall be withheld or redacted consistent with Idaho Code § 74-106.

Article VIII. Claims and Appeals

Section 8.1 Delegation to TPA. Day-to-day claims administration is delegated to the TPA under a service agreement.

Section 8.2 Appeals. A multilevel appeal process is maintained that is set forth in the summary plan description generally providing for potentially three levels of appeal as follows: (1) mandatory TPA review and decision; (2) voluntary internal TPA review and decision; and (3) voluntary binding external review (available only under specified circumstances) by an independent review organization not affiliated with the TPA or the Trust.

Article IX. Audits and Oversight

Section 9.1 Annual Audit. The Board shall engage an independent auditor annually to audit Trust financial statements.

Article X. Amendments

Section 10.1 Amendments. These Bylaws may be amended by a two-thirds vote of the Board, subject to Council approval where applicable. Authorization of the use of assets cannot be made for non-permitted purposes.

Article XI. Dissolution

Section 11.1 Dissolution. The Trust may only be dissolved in accordance with the Trust Agreement. Upon dissolution, assets shall remain in trust to pay accrued benefits/expenses and run-out liabilities; any residual shall be applied as permissible applicable state law.

Article XII. Indemnification and Insurance

Section 12.1 Indemnification. Trustees and officers acting in good faith within the scope of their duties shall be indemnified to the extent permitted by law and covered by the City's risk management program.

Article XIII. Effective Date

Section 13.1 Effective Date. These Bylaws take effect upon adoption, following a majority vote of the Board members.

Adopted on April 15, 2026

Balance Sheet

City of Twin Falls Health Plan Trust

As of Mar 31, 2026

| | OCT 2025 | NOV 2025 | DEC 2025 | JAN 2026 | FEB 2026 | MAR 2026 |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Assets | | | | | | |
| Current Assets | | | | | | |
| Bank Accounts | | | | | | |
| Depositor Account | 1,458,057.54 | 2,011,211.99 | 2,150,489.82 | 2,404,955.63 | 2,340,912.99 | 2,638,968.77 |
| Trust Checking Account | 50,910.72 | 47,322.03 | 47,246.70 | -80,921.98 | 33,451.54 | 49,096.00 |
| Total for Bank Accounts | 1,508,968.26 | 2,058,534.02 | 2,197,736.52 | 2,324,033.65 | 2,374,364.53 | 2,688,064.77 |
| Accounts Receivable | | | | | | |
| Administration Fees - Health Equity (A/R) | 604.00 | 1,210.00 | 1,816.00 | 0.00 | 0.00 | 0.00 |
| Plan Member Contributions Receivable | | | | | 199,764.00 | 0.00 |
| Total for Accounts Receivable | 604.00 | 1,210.00 | 1,816.00 | 0.00 | 199,764.00 | 0.00 |
| Total for Current Assets | 1,509,572.26 | 2,059,744.02 | 2,199,552.52 | 2,324,033.65 | 2,574,128.53 | 2,688,064.77 |
| Total for Assets | 1,509,572.26 | 2,059,744.02 | 2,199,552.52 | 2,324,033.65 | 2,574,128.53 | 2,688,064.77 |
| Liabilities and Equity | | | | | | |
| Liabilities | | | | | | |
| Current Liabilities | | | | | | |
| Accounts Payable | | | | | | |
| Claims & Accounts Payable | -243,446.46 | 88,043.74 | 96,582.90 | 1,961.00 | 2,279.00 | 77,415.28 |
| Total for Accounts Payable | -243,446.46 | 88,043.74 | 96,582.90 | 1,961.00 | 2,279.00 | 77,415.28 |
| Total for Current Liabilities | -243,446.46 | 88,043.74 | 96,582.90 | 1,961.00 | 2,279.00 | 77,415.28 |
| Total for Liabilities | -243,446.46 | 88,043.74 | 96,582.90 | 1,961.00 | 2,279.00 | 77,415.28 |
| Equity | | | | | | |
| Retained Earnings | 1,398,814.98 | 1,398,814.98 | 1,398,814.98 | 1,398,814.98 | 1,398,814.98 | 1,398,814.98 |
| Net Income | 354,203.74 | 572,885.30 | 704,154.64 | 923,257.67 | 1,173,034.55 | 1,211,834.51 |
| Total for Equity | 1,753,018.72 | 1,971,700.28 | 2,102,969.62 | 2,322,072.65 | 2,571,849.53 | 2,610,649.49 |
| Total for Liabilities and Equity | 1,509,572.26 | 2,059,744.02 | 2,199,552.52 | 2,324,033.65 | 2,574,128.53 | 2,688,064.77 |

Profit and Loss by Month
City of Twin Falls Health Plan Trust
 October 1, 2025-March 31, 2026

| | OCT 2025 | NOV 2025 | DEC 2025 | JAN 2026 | FEB 2026 | MAR 2026 | TOTAL |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-----------------------|
| Income | | | | | | | |
| Cobra Premiums | | | | 9,118.00 | | 1,854.00 | 10,972.00 |
| Employee Premiums | 34,336.83 | 34,327.17 | 34,419.50 | 34,368.50 | 33,965.00 | 34,812.29 | 206,229.29 |
| Employer Premiums | 428,526.50 | 429,400.50 | 431,930.50 | 432,483.50 | 454,224.00 | 439,056.00 | 2,615,621.00 |
| Health Equity Admin Fees | 604.00 | 606.00 | 606.00 | 76.00 | 666.00 | 627.00 | 3,185.00 |
| Total for Income | 463,467.33 | 464,333.67 | 466,956.00 | 476,046.00 | 488,855.00 | 476,349.29 | \$2,836,007.29 |
| Cost of Goods Sold | | | | | | | |
| Gross Profit | 463,467.33 | 464,333.67 | 466,956.00 | 476,046.00 | 488,855.00 | 476,349.29 | \$2,836,007.29 |
| Expenses | | | | | | | |
| Admin Fees | | | | | | | |
| HUB International | 6,426.00 | 6,426.00 | 6,426.00 | 6,426.00 | 6,426.00 | 6,426.00 | 38,556.00 |
| Select Health | | | | | | | |
| Bi-Weekly Select Health | 1,255.00 | 1,255.00 | 1,270.00 | 1,275.00 | 1,270.00 | 1,260.00 | \$7,585.00 |
| Library - Select Health | 80.00 | 80.00 | 80.00 | 80.00 | 80.00 | 80.00 | 480.00 |
| Total for Bi-Weekly Select Health | 1,335.00 | 1,335.00 | 1,350.00 | 1,355.00 | 1,350.00 | 1,340.00 | \$8,065.00 |
| Cobra - Select Health | 10.00 | 10.00 | 10.00 | | 5.00 | 5.00 | 40.00 |
| Fire Monthly - Select Health | 200.00 | 200.00 | 200.00 | 200.00 | 210.00 | 220.00 | 1,230.00 |
| Total for Select Health | 1,545.00 | 1,545.00 | 1,560.00 | 1,555.00 | 1,565.00 | 1,565.00 | \$9,335.00 |
| Total for Admin Fees | 7,971.00 | 7,971.00 | 7,986.00 | 7,981.00 | 7,991.00 | 7,991.00 | \$47,891.00 |
| Claims | | | | | | | |
| Medical Claims | 50,999.27 | 116,635.66 | 212,121.81 | 98,374.81 | 127,201.40 | 334,295.88 | 939,628.83 |
| RX Claims | 32,404.36 | 53,134.54 | 46,990.15 | 81,330.84 | 34,846.66 | 88,996.34 | 337,702.89 |
| Total for Claims | 83,403.63 | 169,770.20 | 259,111.96 | 179,705.65 | 162,048.06 | 423,292.22 | \$1,277,331.72 |
| Contractual Services - Windsor | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 18,000.00 |
| Dues & Subscriptions - Quickbooks | 57.50 | 115.00 | 115.00 | 1,134.36 | | | 1,421.86 |
| Health Equity | | | | | | | |
| Bi-Weekly Health Equity | 488.00 | 488.00 | 494.00 | 498.00 | 500.00 | 496.00 | \$2,964.00 |
| Library - Health Equity | 32.00 | 32.00 | 32.00 | 32.00 | 32.00 | 32.00 | 192.00 |
| Total for Bi-Weekly Health Equity | 520.00 | 520.00 | 526.00 | 530.00 | 532.00 | 528.00 | \$3,156.00 |

Profit and Loss by Month
City of Twin Falls Health Plan Trust
 October 1, 2025-March 31, 2026

| | OCT 2025 | NOV 2025 | DEC 2025 | JAN 2026 | FEB 2026 | MAR 2026 | TOTAL |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-----------------------|
| Fire Monthly - Health Equity | 80.00 | 80.00 | 80.00 | 80.00 | 84.00 | 84.00 | 488.00 |
| Total for Health Equity | 600.00 | 600.00 | 606.00 | 610.00 | 616.00 | 612.00 | \$3,644.00 |
| Insurance | | | | | 1,625.00 | | \$1,625.00 |
| Credits Received | | | | 0.00 | | | 0.00 |
| Total for Insurance | | | | 0.00 | 1,625.00 | | \$1,625.00 |
| Legal fees - Hawley-Troxell, LLP | | | 1,334.00 | 1,961.00 | 318.00 | | 3,613.00 |
| Stop Loss - AGG | | | | | | | |
| Bi-Weekly - Stop - AGG | 52,238.12 | 52,238.12 | 52,862.48 | 53,070.60 | 52,862.48 | 52,446.24 | \$315,718.04 |
| Library - Stop - AGG | 3,329.92 | 3,329.92 | 3,329.92 | 3,329.92 | 3,329.92 | 3,329.92 | 19,979.52 |
| Total for Bi-Weekly - Stop - AGG | 55,568.04 | 55,568.04 | 56,192.40 | 56,400.52 | 56,192.40 | 55,776.16 | \$335,697.56 |
| Cobra - Stop - AG | 416.24 | 416.24 | 416.24 | | 208.12 | 8.31 | 1,465.15 |
| Fire Monthly - Stop - AGG | 8,324.80 | 8,324.80 | 8,324.80 | 8,324.80 | 8,741.04 | 9,157.28 | 51,197.52 |
| Total for Stop Loss - AGG | 64,309.08 | 64,309.08 | 64,933.44 | 64,725.32 | 65,141.56 | 64,941.75 | \$388,360.23 |
| Stop Loss - SPEC | 2,567.79 | 2,567.79 | 2,592.72 | 2,584.41 | 2,601.03 | -57,382.25 | -\$44,468.51 |
| Total for Expenses | 161,909.00 | 248,333.07 | 339,679.12 | 261,701.74 | 243,340.65 | 442,454.72 | \$1,697,418.30 |
| Net Operating Income | 301,558.33 | 216,000.60 | 127,276.88 | 214,344.26 | 245,514.35 | 33,894.57 | \$1,138,588.99 |
| Other Income | | | | | | | |
| Implementation Credit | 50,000.00 | | | | | | 50,000.00 |
| Interest Income | 2,645.41 | 2,680.96 | 3,992.46 | 4,758.77 | 4,262.53 | 4,905.39 | 23,245.52 |
| Total for Other Income | 52,645.41 | 2,680.96 | 3,992.46 | 4,758.77 | 4,262.53 | 4,905.39 | \$73,245.52 |
| Other Expenses | | | | | | | |
| Net Other Income | 52,645.41 | 2,680.96 | 3,992.46 | 4,758.77 | 4,262.53 | 4,905.39 | \$73,245.52 |
| Net Income | 354,203.74 | 218,681.56 | 131,269.34 | 219,103.03 | 249,776.88 | 38,799.96 | \$1,211,834.51 |



Date: Wednesday, May 20, 2026
To: Health Plan Board Trustees
From: Gretchen Scott, Deputy City Manager

ACTION ITEM

Request:

Organization of the Trustee Board - Selection of Chair

Time Estimate:

15 minutes

Background:

The City of Twin Falls Health Plan Trust Bylaws were adopted on April 15, 2026, and became effective upon adoption. The bylaws provide that the Trust is governed by a five-member Board of Trustees consisting of the City Manager (or designee), Finance Director (or designee), Human Resources Director (or designee), and two at-large members appointed by the City Manager.

With the bylaws now in effect, the Board must complete its initial organizational steps. Under Section 3.4, the Board is required to elect a Chair and Vice Chair annually, while the HR Director serves as Secretary unless otherwise designated.

The bylaws also establish the terms for Board members. Section 3.2 provides that designees and at-large Trustees serve three-year staggered terms, and that there is no limit on the number of terms a Trustee may serve. Accordingly, after adoption of the bylaws, the Board should organize itself not only by selecting its officers, but also by establishing or confirming the terms of Board members in a manner consistent with the staggered-term structure required by the bylaws.

Approval Process:

A simple majority of the trustee members present.

Budget Impact:

N/A

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

Following adoption of the bylaws on April 15, 2026, the Board should now formally organize in accordance with those bylaws by electing the officers identified therein and by establishing or confirming Board member terms consistent with the required three-year staggered terms. Section 3.4 requires

annual election of a Chair and Vice Chair, and Section 3.2 establishes staggered three-year terms for designees and at-large Trustees.

Attachments:

None



Date: Wednesday, May 20, 2026
To: Health Plan Board Trustees
From: Gretchen Scott, Deputy City Manager

ACTION ITEM

Request:

Organization of the Trustee Board - Selection of Vice Chair

Time Estimate:

15 minutes

Background:

The City of Twin Falls Health Plan Trust Bylaws were adopted on April 15, 2026, and became effective upon adoption. The bylaws provide that the Trust is governed by a five-member Board of Trustees consisting of the City Manager (or designee), Finance Director (or designee), Human Resources Director (or designee), and two at-large members appointed by the City Manager.

With the bylaws now in effect, the Board must complete its initial organizational steps. Under Section 3.4, the Board is required to elect a Chair and Vice Chair annually, while the HR Director serves as Secretary unless otherwise designated.

The bylaws also establish the terms for Board members. Section 3.2 provides that designees and at-large Trustees serve three-year staggered terms, and that there is no limit on the number of terms a Trustee may serve. Accordingly, after adoption of the bylaws, the Board should organize itself not only by selecting its officers, but also by establishing or confirming the terms of Board members in a manner consistent with the staggered-term structure required by the bylaws.

Approval Process:

A simple majority of the trustee members present.

Budget Impact:

N/A

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

Following adoption of the bylaws on April 15, 2026, the Board should now formally organize in accordance with those bylaws by electing the officers identified therein and by establishing or confirming Board member terms consistent with the required three-year staggered terms. Section 3.4 requires

annual election of a Chair and Vice Chair, and Section 3.2 establishes staggered three-year terms for designees and at-large Trustees.

Attachments:

None



Date: Wednesday, May 20, 2026
To: Health Plan Board Trustees
From: Gretchen Scott, Deputy City Manager

ACTION ITEM

Request:

Organization of the Trustee Board — Approval of Trustee Term Assignments

Time Estimate:

15 minutes

Background:

The City of Twin Falls Health Plan Trust Bylaws were adopted on April 15, 2026, and became effective upon adoption. The bylaws provide that the Trust is governed by a five-member Board of Trustees consisting of the City Manager (or designee), Finance Director (or designee), Human Resources Director (or designee), and two at-large members appointed by the City Manager.

The bylaws also establish the terms for Board members. Section 3.2 provides that designees and at-large Trustees serve three-year staggered terms, and that there is no limit on the number of terms a Trustee may serve. Accordingly, after adoption of the bylaws, the Board should organize itself not only by selecting its officers, but also by establishing or confirming the terms of Board members in a manner consistent with the staggered-term structure required by the bylaws.

Approval Process:

A simple majority of the trustee members present.

Budget Impact:

N/A

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

Following adoption of the bylaws on April 15, 2026, the Board should now formally organize in accordance with those bylaws by establishing or confirming Board member terms consistent with the required three-year staggered terms. Section 3.2 establishes staggered three-year terms for designees and at-large Trustees.

Attachments:

None



Date: Wednesday, May 20, 2026
To: Health Plan Board Trustees
From:

PRESENTATION

Request:

Discussion on Preemptive Cancer Screening.

Time Estimate:

30 Minutes.

Background:

Since the introduction of the City of Twin Falls Health Trust conversations between City Administration and IAFF Local 1556 about the addition of benefits to the health insurance plan.

One of the concerns within the fire service and the organization is the exposure to different carcinogens throughout the city departments, such as PFAS, chemicals, structure fires, etc. While prevention and limiting exposure is a daily task and activity for the safety of all workers, some exposures can't be fully avoided or prevented. With this early prevention is the key to success for the individual and the trust. Early prevention has been shown to significantly increase survivability rates, while also keeping intervention costs low and reasonable.

Approval Process:

Board Approval

Budget Impact:

\$350,000 annually. Cost \$1,008 per employee.

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

With the adoption of this benefit, we can provide a pathway for members to detect cancer early and improve the survivability of employees, while keeping treatment costs low for the trust.

Attachments:

1. Preventative Cancer Screening proposal



United Diagnostic Services
 1400 Avenue Z, Suite 301
 Brooklyn, NY 11235

| | |
|----------------|---------------------|
| DATE | Jan 21, 2026 |
| QUOTE # | AAAQ9920 |

To
 Kyle Eldridge
 Twin Falls Firefighters Local 1556
 345 2nd Ave. E.,
 Twin Falls, ID 83303-1907

Test Site
 Twin Falls Fire Department
 345 Second Avenue East
 P.O. Box 1907
 Twin Falls, ID 83303-1907

From
 Angelie Ordaniza
 (646) 553-2952
 aordaniza@udshealth.com

| Salesperson | P.O. Number | Payment Terms | Due Date |
|--------------------|--------------------|----------------------|-----------------|
| Michael Kleinman | | Net 30 | Apr 21, 2026 |

Program Specifications

Approximate Number of Participants Quantity 330

Program Charges

| | Quantity | Unit Price | Ext Price |
|--|-----------------|-------------------|------------------|
| Program Setup Charge | 1 | \$400.00 | \$400.00 |
| Lab Sample Participant Processing Fee | 330 | \$22.00 | \$7,260.00 |
| LabCorp Profile #240927 Chem 23/CO2/CBC/UA | 330 | \$20.00 | \$6,600.00 |
| LabCorp Profile #010322 PSA (Males 40 yrs +) | TBD | \$16.00 | |
| LabCorp Profile #002303 CA-125 (Ovarian Cancer Screen) | TBD | \$16.00 | |
| LabCorp Test #120188 Lipoiprotein A | 330 | \$25.00 | \$8,250.00 |
| LabCorp Test #167015 Apolipoprotein B | 330 | \$15.00 | \$4,950.00 |
| LabCorp Test #123283 Lp-PLA2 Activity | 330 | \$40.00 | \$13,200.00 |
| Comprehensive Health Ultrasound (9 Body Parts) | 330 | \$360.00 | \$118,800.00 |
| Echo Cardiogram | | | |
| Carotid Arteries | | | |
| Aortic Aneurysm | | | |
| Thyroid | | | |
| Abdominal Study - Liver, Gallbladder, Spleen, Kidney, & Bladder | | | |
| Pelvis-Women (External) | | | |
| Prostate & Testicular (Men) | | | |
| ALL ULTRASOUND STUDIES RECEIVE PROFESSIONAL INTERPRETATIONS BY A BOARD CERTIFIED CARDIOLOGIST OR RADIOLOGIST | | | |
| Calcium Scoring CT Scan and Low Dose Lung CT Scan | 330 | \$525.00 | \$173,250.00 |
| MINIMUM ONSITE EVENT FEE | | | |
| 5 DAYS OF TESTING INCLUDES 25 SCANS PER DAY5 | | | |

| | |
|--------------|---------------------|
| TOTAL | \$332,710.00 |
|--------------|---------------------|



Date: Wednesday, May 20, 2026

To: Health Plan Board Trustees

From:

PRESENTATION

Request:

Financial Report

Time Estimate:

10 minutes

Background:

Approval Process:

Budget Impact:

Regulatory Impact:

History:

Analysis:

Conclusion:

Attachments:

None



Date: Wednesday, May 20, 2026

To: Health Plan Board Trustees

From:

DISCUSSION

Request:

Conversation regarding income and expenditures.

Time Estimate:

Background:

Approval Process:

Budget Impact:

Regulatory Impact:

History:

Analysis:

Conclusion:

Attachments:

None