STATE BOARD OF EXAMINERS

MINUTES – Subcommittee Meeting
May 13, 2026 – 1:30 p.m.
4th Floor – Syringa Conference Room
700 W. State St., Boise, Idaho

The regular meeting of the Subcommittee to the State Board of Examiners was called to order at 700 W State Street, 4th floor, Syringa Conference Room, Boise, Idaho, at 1:34 p.m. pursuant to Idaho Code §67-2002 and by order of the chair.

The following members were present: Chairman, Justin Collins, Division of Financial Management; Kathy Abbott, Secretary of State's Office, Cori Sarno, Attorney General's Office and Brian Benjamin, Office of the State Controller, as assisting secretary of the subcommittee.

Also present was Gaby Gudino, State Controller's Office; Nolan Watson, Secretary of State's Office; Jake Nay, Department of Administration, Division of Purchasing; Ashley Dowell and Amy Anderson, Department of Juvenile Corrections and Sharon Haylett, Department of Education.

Attending virtually was Jackie McCleve, State Controller's Office; Yolandi Faulkner, Office of Emergency Management; Jessa Gonzales, Department of Environmental Quality; Grace Paduano, Department of Administration, Division of Public Works; Dena Darpli, Department of Health & Welfare; Andrea Thompson, Department of Agriculture and Julia Lauch and Mike McManus, Idaho Department of Lands.

At the start of the meeting, Brian Benjamin asked for item #8 be removed from the agenda at the request of the State Tax Commission.

CONSENT AGENDA

1. **Minutes – Action Item**
   Approval of official minutes for the meeting of the Subcommittee to the Board of Examiners on April 14, 2026.

Resolution: Ms. Abbott moved to approve the minutes of the April 14, 2026, meeting. Ms. Sarno seconded the motion. The motion carried on a unanimous voice vote.

REGULAR AGENDA

2. **Office of Emergency Management – Action Item**

ID#	Description	Amount		Date to Board
2026-00032	Explosives	$835.26	Response to an explosion in a barn (BANNOCK COUNTY)	5/7/2026
	TOTAL	**$835.26**		

Discussion: Mr. Benjamin gave a brief overview of the request. Yolandi Faulkner was present online for questions. Ms. Abbott asked for an explanation on the difference in rates. Ms. Faulkner said that information was submitted by Pocatello Fire, but she could reach out for clarification.

(cont.). Mr. Collins asked about the discrepancy between the $827.81 and the total of $835.26 in the agenda. Ms. Faulkner explained this was due to the mileage reimbursement in the packet. Mr. Collins then asked if there was a responsible party. Ms. Faulkner confirmed she sent a demand letter to the responsible party and would reach back out. Mr. Benjamin asked Ms. Faulkner to provide the requested information for the subcommittee before the regular Board of Examiners meeting.

<u>*Resolution*</u>*: Ms. Abbott moved to place item 2 on the consent agenda. Ms. Sarno seconded the motion. The motion carried on a unanimous voice vote.*

3. **Department of Environmental Quality – Action Item**
   Request in accordance with House Bill 248, First Regular Session of the 68th Idaho Legislature, it is requested that $1,086,160 be transferred from the General Fund to the Department of Environmental Quality General Fund #22503 during the fourth quarter of Fiscal Year 2026.

<u>*Discussion:*</u> *Mr. Benjamin gave a brief overview of the request. Jessa Gonzales was present online for questions. Mr. Collins requested Ms. Gonzales provide more detailed documentation of the beginning balance. Ms. Gonzales confirmed they could provide that information.*

<u>*Resolution*</u>*: Ms. Abbott moved to place item 3 on the consent agenda. Ms. Sarno seconded the motion. The motion carried on a unanimous voice vote.*

4. **Office of the Secretary of State – Action Item**
   Request approval pursuant to Idaho Code §73-212 for the annual distribution list of the Idaho Code and its supplements.

<u>*Discussion:*</u> *Mr. Benjamin gave a brief overview of the request. Kathy Abbott and Nolan Watson were present for questions. No questions were posed.*

<u>*Resolution*</u>*: Ms. Sarno moved to place item 4 on the consent agenda. Mr. Collins seconded the motion. The motion carried on a unanimous voice vote.*

5. **Department of Administration**

   a. **Division of Purchasing – Action Item**
   Request for assignment of contract MA2025009 from Online Enterprises, Inc. dba Online Business Systems to CGI Technologies and Solutions Inc. The assignment is requested to reflect the merger between Online Enterprises, Inc and CGI Technologies and Solutions, Inc. and ensuring continuity of services without disruption.

   b. **Division of Public Works – Action Item**
   Request for recognition of assignment from G+ Ranches, c/o Celia Gould to H+L, LLC. A transfer of interest in the real property lease of the State of Idaho, by and through the Idaho Industrial Commission as “Lessee” and Lessee’s occupancy of 1411 Falls Avenue East, Suite 9, Twin Falls, Idaho.

<u>*Discussion:*</u> *Mr. Benjamin gave a brief overview of agenda item #5 (a). Jake Nay was present for questions. Ms. Sarno asked if the new entity in agenda item #5 (a) had been registered with the Secretary of State’s Office. Mr. Nay explained that the solicitation was run through NASPO, which is the cooperative they use to establish many participating addendums. Since the solicitation was conducted on behalf of NASPO, the vendor does not yet have a presence nor business in Idaho and therefore had not been signed up.*

(cont.) Mr. Collins asked Mr. Nay for updates on the fee on assignments. Mr. Nay said there were no updates because their legal team was still determining whether code amendments were needed. Mr. Collins suggested their legal team coordinate with Lauren and Andy in the Governor's office, noting Lauren believed there may be a way to proceed without amending the code.

Mr. Benjamin then gave a brief overview of agenda item #5 (b). Grace Paduano was present online for questions. No questions were posed.

<u>Resolution</u>: Ms. Sarno moved to place item 5 (a & b) on the consent agenda. Ms. Abbot seconded the motion. The motion carried on a unanimous voice vote.

6. Department of Health & Welfare – Action Item

a. Request in accordance with appropriations passed by the First Regular Session of the 68th Idaho Legislature and supplemental appropriations passed by the Second Regular Session the of the 68th Idaho Legislature, that $337,046,600 be transferred from the General Fund to the Cooperative Welfare Fund #22000 during the 4th Quarter of Fiscal Year 2026.

b. Request the continued approval to pay specific medical staff job classifications, cash compensation, for overtime and on-call hours worked for fiscal year (FY) 2027, June 7, 2026 – June 30, 2027. Cash compensation for overtime and on-call hours worked will not exceed $125,000 for State Hospital North (SHN) and $125,000 for State Hospital South (SHS) FY 2027.

c. Request to add the remaining state care facilities located in region 3 to the approval to pay specific medical staff job classifications, cash compensation, for overtime and on-call hours worked for fiscal year (FY) 2027. Cash compensation for overtime and on-call hours worked will not exceed $50,000 for State Hospital West (SHW), Birch Residential Care Center, and Southwest Idaho Treatment Center (SWITC) FY 2027.

<u>Discussion:</u> Mr. Benjamin gave a brief overview of the requests. Dena Darpli was present online for questions. Mr. Collins asked Ms. Darpli to address agenda item #6(c), noting it had not previously been presented to the board. Ms. Darpli explained that approval had been granted for years under item #6(b) and that they were now seeking to add more hospitals. She confirmed the three additional hospitals were providing the same services and had the same classifications as State Hospitals North and South under item #6(b). Mr. Collins requested the funding source and questioned the difference in requested amounts, $250,000 for two hospitals versus $50,000 for the other three. Ms. Darpli said she would follow up on both questions and would send the information to Mr. Benjamin. No further questions were posed.

<u>Resolution</u>: Ms. Abbott moved to place item 6 (a, b & c) on the consent agenda. Ms. Sarno seconded the motion. The motion carried on a unanimous voice vote.

7. Department of Agriculture – Division of Plant Industries - Action Item
Request for deficiency warrant spending approval as authorized under the Idaho Plant Pest Act of 2002, Section 22-2019, Idaho Code for the following items:

Japanese Beetle Eradication and Surveillance Project:	$489,000
Survey, Detection and Eradication Programs for Pest and Diseases:	$85,000
Survey and Treatment of Grasshoppers and Mormon Crickets:	$1,019,000
Authorization requested through FY2027:	**$1,593,000**

<u>Discussion:</u> Mr. Benjamin gave a brief overview of the request. Andrea Thompson was present online for questions. No questions were posed.

<u>Resolution</u>: Ms. Sarno moved to place item 7 on the consent agenda. Ms. Abbott seconded the motion. The motion carried on a unanimous voice vote.

8. ~~**State Tax Commission – Action Item**~~
   ~~Request authority to transfer funds, per Idaho Code § 63-3067(2) from the General Fund to the State Refund to pay refunds for individual income tax refunds.~~

9. **Department of Lands – Action Item**
   Request approval to pay overtime compensation for two (2) dispatch center employees when they are supporting fuel reduction activities funded through a source other than regular preparedness funding for calendar year 2026.

<u>Discussion:</u> Mr. Benjamin gave a brief overview of the request. Julia Lauch and Mike McManus were present online for questions. Mr. Benjamin noted dispatcher support for fuel reduction activities increased from 75 hours the previous year to 150 hours this year. Mr. Collins asked if similar requests had been made before and about the associated costs. Mr. McManus explained the increase was driven by expanded fuels reduction and mitigation work, greater operational demands, and reduced staffing. He added that one dispatcher serves as center manager and the other as assistant center manager. Mr. McManus said he would provide cost information to Mr. Benjamin for the committee.

<u>Resolution</u>: Ms. Abbott moved to place item 9 on the consent agenda. Ms. Sarno seconded the motion. The motion carried on a unanimous voice vote

10. **Department of Juvenile Corrections – Action Item**
    Request approval to pay cash compensation for accrued compensatory time earned by some FLSA Administrative and Professional employees required to provide critical coverage to maintain required staffing ratios for IDJC institutions. This request is for a one-time cash payout totaling $84,921.41

<u>Discussion:</u> Mr. Benjamin gave a brief overview of the request. Ashley Dowell and Amy Anderson were present for questions. Mr. Collins asked Ms. Dowell to speak on the request. After Ms. Dowell's summary, Mr. Collins asked if all $85,000 requested were from the general fund. Ms. Dowell confirmed.

<u>Resolution</u>: Ms. Sarno moved to place item 10 on the consent agenda. Ms. Abbott seconded the motion. The motion carried on a unanimous voice vote.

INFORMATIONAL AGENDA

11. **Department of Education**
    a. Notification that Jessica Barkley has been approved to accept additional outside employment pursuant to Idaho Code §59-512. Ms. Barkley will serve as Adjunct Faculty in the Counselor Education Department with Boise State University starting the end of August 2026 through the middle of December 2026.

    b. Notification that Andrea Dearden has been approved to accept additional outside employment pursuant to Idaho Code §59-512. Ms. Dearden will serve as Adjunct Faculty and instruct the Media Presentation (MEDIAPRO311) course at Boise State University starting the end of August 2026 through the middle of December 2026.

12. State Insurance Fund

a. Estimate of the State Insurance Fund expenses to be paid by sight drafts for the month of April 2026.

Estimated expenditure for workers compensation claim costs, dividends, and premium refunds	$22,000,000.00
Funds Expended in March 2026:	
Workers Compensation Claim Costs	$13,250,964.78
Dividends	$0
Commission	$440,760.00
Policy Refunds	$192,172.07
Total	**$13,883,896.85**

b. Estimate of the Idaho Petroleum Clean Water Trust Fund expenses to be paid by sight drafts for the month of April 2026.

Estimated expenditure for Idaho Petroleum Clean Water Trust Fund	$750,000.00
Funds Expended in March 2026:	
Payroll	$67,916.00
Operations	$55,765.00
Claim Costs	$417,389.88
Total	**$541,070.88**

Mr. Benjamin gave a brief overview of the informational items. The meeting adjourned at 2:02pm