

REGULAR MEETING OF THE IDAHO BOARD OF TAX APPEALS

MEETING AGENDA

1673 W. Shoreline Drive – Suite 120

Thursday, July 23, 2026

9:00 Convene, welcoming remarks and introductions (Chairman)

9:15 Entertain motion to elect Chairman (I.C. § 63-3803) – **ACTION ITEM**

9:30 Approve minutes of previous meeting – **ACTION ITEM**

9:35 Staffing update (VanLith)

9:45 Updates from staff (Whitaker & Woodmansee)

9:55 Staff Reports

- Board 2026 pay report (VanLith)
- Budget discussion 2026 / 2027 / 2028 (Whitaker)
- 2026 Legislative review (Woodmansee)
- Docket statistics (VanLith)
- Court appeals updates (Whitaker)
- BOE update (Whitaker)
- Strategic Plan and Performance Report (VanLith)

10:45 Break

11:00 Upcoming Hearing Season - hearing officer development (VanLith)

11:20 Training and Education

- Idaho Supreme Court decision review (Woodmansee)
- Appeal hearings – order of hearing, exhibits, attorneys, etc. (VanLith)
- Digital recorder refresher (Woodmansee)

12:00 Lunch break

1:15 Changes and Updates

- Travel policy and procedures updates (Whitaker)
- American with Disabilities Act – forms & website accessibility (VanLith)
- BTA website – new content (VanLith)

1:45 Statutes and Rules

- EALS Update - Idaho Code § 63-3810 (VanLith)
- E-file discussion (VanLith)

2:15 Break

2:30 Other Business

- Decision templates (VanLith)
- Board signatures (Woodmansee)
- Board timesheets (Whitaker)
- Fall availability/calendars (Whitaker & Board)

3:00 Adjourn sine die