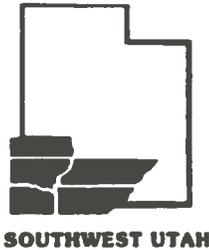


Five County Association of Governments

1070 West 1600 South, Building B
St. George, Utah 84770

Fax (435) 673-3540



Post Office Box 1550
St. George, Utah 84771

Office (435) 673-3548

**** M E M O R A N D U M ****

TO: FINANCE COMMITTEE MEMBERS

FROM: COMMISSIONER DALE BRINKERHOFF, CHAIR

DATE: MAY 6, 2015

SUBJECT: FINANCE COMMITTEE MEETING

A meeting of the Finance Committee is scheduled for Wednesday, May 13, 2015 at the Panguitch City Office, Council Chambers, located at 25 South 200 East, Panguitch, Utah.

The attached materials are provided to assist you in preparing for our meeting. Please review the materials and address any questions or concerns to Bryan D. Thriot. This will allow time to research your questions or concerns prior to the Finance Committee meeting.

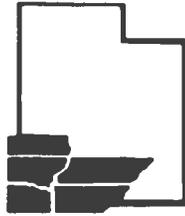
I look forward to meeting with you at **2:30 p.m.** for the Finance Committee meeting in Panguitch on Wednesday, May 13, 2015. The meeting will begin upon adjournment of the Human Services Council meeting.

BDT:dl
Enclosures

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1070 West 1600 South, Building B
St. George, Utah 84770

Fax (435) 673-3540



SOUTHWEST UTAH

Post Office Box 1550
St. George, Utah 84771

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**** AGENDA ****

**FINANCE COMMITTEE MEETING
MAY 13, 2015 - 2:30 p.m.
PANGUITCH CITY COUNCIL CHAMBERS
25 SOUTH 200 EAST
PANGUITCH, UT**

- I. MINUTES APRIL 8, 2015 - REVIEW AND APPROVE**
- II. FY 2016 BUDGET**
 - A. FRINGE BENEFIT PACKAGE**
 - B. FY 2016 INSURANCE BENEFIT QUOTES - MEDICAL & DENTAL**
 - C. INDIRECT COST ALLOCATION PLAN - FY 2016**
 - D. COST-OF-LIVING ADJUSTMENT**
 - E. PAY FOR PERFORMANCE SYSTEM IMPLEMENTATION**
 - F. COUNTY PARTICIPATION**
- III. RURAL FOSTER GRANDPARENT - GRANT RELINQUISHMENT**
- IV. COLOR COUNTRY FOUNDATION NON-PROFIT (Nathan Alder)**
 - A. WORKING DRAFT ARTICLES OF INCORPORATION**
 - B. WORKING DRAFT BYLAWS**
- V. COUNTY NATURAL RESOURCE PLANS STATUS**
- VI. ECONOMIC DEVELOPMENT ADMINISTRATION - SITE VISIT**
 - A. PROPOSE DIFFERENT SITE VISITS IN DISTRICT TO TOUR FOR POTENTIAL EDA PROJECTS**
- VII. OTHER BUSINESS**
 - A. OUT-OF-STATE TRAVEL REQUEST**
 - B. CONTRACT EMPLOYEES**

Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities by calling 435-673-3548. Individuals with speech and/or hearing impairments may call the Relay Utah by dialing 711. Spanish Relay Utah: 1-888-346-3162

Notice of Electronic or Telephone Participation: Board members may attend in person at the anchor location listed above or participate via a telephone conference call. To participate via telephone, Board members may dial in toll free: 1.800.444.2801. When prompted please enter session ID code: 3858200.

BEAVER

GARFIELD

IRON

KANE

WASHINGTON

MINUTES

FINANCE COMMITTEE MEETING

April 8, 2015 - 12:00 Noon

Heritage Center, Room #1

105 North 100 East

Cedar City, Utah

MEMBERS IN ATTENDANCE

Commissioner Dale Brinkerhoff, Chair
Commissioner Mike Dalton
Commissioner David Tebbs for
Commissioner Dell LeFevre
Commissioner Jim Matson
Commissioner Victor Iverson

REPRESENTING

Iron County Commissioner Representative
Beaver County Commissioner Representative
Garfield County Commissioner Representative

Kane County Commissioner Representative
Washington Co. Commissioner Representative

OTHERS IN ATTENDANCE

Commissioner Mark Whitney
Bryan Thiriot
Allison McCoy
Gary Zabriskie
Diane Lamoreaux

Beaver County Commission
Five County Association of Governments
Five County Association of Governments
Five County Association of Governments
Five County Association of Government

Commissioner Dale Brinkerhoff, Chair, called the meeting to order and welcomed those in attendance. The Chair noted that a quorum of members was present for conduct of business.

I. MINUTES MARCH 11, 2015

Chairman Dale Brinkerhoff, Chair, entertained discussion and/or a motion to approve previous meeting minutes.

MOTION WAS MADE BY COMMISSIONER JIM MATSON, SECONDED BY COMMISSIONER VICTOR IVERSON, TO APPROVE MINUTES OF THE MARCH 11, 2015 MEETING OF THE FINANCE COMMITTEE AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

II. FY 2016 BUDGET

A. FRINGE BENEFIT PACKAGE

Mr. Bryan Thiriot explained that the insurance broker has not been able to assemble all of the quotes for health insurance. They are still waiting on three insurance companies to respond. Last year the AOG was able to save approximately \$50,000 on health insurance, but this will not be the case for this fiscal year. At this point, it appears that an increase of approximately 8% is likely. Moving to PEHP would cut the increase to 3%. The broker is now waiting for information regarding Health

Saving Account options which could hopefully provide some savings. Commissioner Brinkerhoff commented that Iron County utilizes a Health Saving Account with Select Health and they had no increase this year. Mr. Thiriot indicated that in order to estimate a rational budget for the upcoming fiscal year it is necessary to evaluate the health insurance quotes. The AOG currently receives medical insurance coverage through Select Health utilizing a traditional plan. A survey has been forwarded to AOG staff to obtain input regarding the health insurance package and options that are under consideration. Each year the broker has been obtaining quotes from various providers. There is also the option after examining quotes of asking Select Health to provide another price quote based on additional information. In order to build an accurate budget, insurance costs need to be factored into the equation. Staff is proposing that a meeting of the Finance Committee be scheduled in May after the Human Services Council meeting to consider the fringe benefit package. The Human Services Council meets on May 13th in Panguitch.

B. PAY FOR PERFORMANCE SYSTEM IMPLEMENTATION

Mr. Bryan Thiriot reported that he and Jo Seegmiller, AOG Human Resource Director, have met with the Washington County Human Resource Department to discuss implementation of a pay for performance system similar to the one utilized by Washington County. Board members previously instructed staff to propose a new system for implementation at the AOG. A handout was provided outlining the current merit system utilized at the AOG as well as the pay for performance system for Washington County (#C on the handout). Commissioner Victor Iverson explained that during the down turn Washington County had a hard time providing raises to their employees. The county had to make some tough decisions, which included minimal and/or no increases for a number of years. He noted that the county struggles to make the system work and they are constantly having to refine the system. It is difficult to balance wages with responsibilities. His advice would be to proceed with caution. Even when a pay for performance raise is given, that employee may be making less than a new hire that has a very specific skill set. This throws calculations out of whack.

Commissioner Mark Whitney commented that merit increases have not always been approved in Beaver County, and employees should not think that increases are automatic. Some supervisors are unable to honestly evaluate employees under their supervision because they do not want to create waves, and agencies can find themselves in a difficult situation as they try to justify termination of an employee. Commissioner Mike Dalton agreed that most individuals in supervisory positions are not honest in grading employees because they want to get along. This creates situations where employees that are not deserving receive pay increases. Commissioner Jim Matson suggested that perhaps consideration should be given to conducting some type of salary survey to determine if wages at the AOG are competitive with the market. He also questioned the utility of merit increases. Mr. Gary Zabriskie commented that based on previously conducted wage comparisons with other AOG's, salaries in the Community and Economic Development Division are lower. Commissioner Dale Brinkerhoff pointed out that merit increases should never be automatic, and in some cases there may be cause for a de-merit. Employees whose performance is exceptional and above the norm warrant a merit increase.

Commissioner Mark Whitney indicated that supervisors in Beaver County have to go before the Commission to present and obtain approval for any merit increases. Commissioner Mike Dalton reported that Beaver County conducted a market analysis and tried to bring employee salaries closer to market rates utilizing special merit increases. Each department did their own market analysis and presented the results to the Commission. This may be a better way to address employee salaries. Commissioner Victor Iverson shared an experience that Washington County encountered where some employees were presented a \$100.00 gift certificate in certain departments and then the department head returned for additional cards for other employees. Washington County determined that they had to stay within their policies and not branch out in rewarding employees. Any wage increases given to employees must be justifiable. Commissioner Jim Matson indicated that he is comfortable with the Executive Director bringing recommendations to the Finance Committee on a case-by-case basis for consideration of merit increases and/or promotions. At the same time, it is necessary to establish a fair cost-of-living adjustment.

Mr. Bryan Thriot asked that committee members review the information provided outlining the current merit system utilized by the AOG and the pay for performance system used by Washington County and provide feedback to him for consideration in establishing a new system.

C. COST-OF-LIVING ADJUSTMENT

Mr. Bryan Thriot asked that this item also be deferred to May because of the need to examine health insurance options prior to determining if a cost-of-living adjustment would be feasible.

D. COUNTY PARTICIPATION

Mr. Bryan Thriot indicated that this agenda item would also need to be deferred.

E. INDIRECT COST ALLOCATION PLAN - FY 2016

Ms. Allison McCoy referenced the Indirect Cost Allocation Plan for FY 2016 provided in the packet. It was explained that the plan is based on the latest audit for FY 2014. The rate charged in 2014 was 12.2% and the rate for this year is 13.47%. This is based on a purely mathematical formula. All salaries and fringe benefits for FY 2014 are added together and divided by administrative costs. This provides a percentage of funding from each contract to run the Association of Governments. It was explained that the Aging Division has received additional programs and contracts to the point that addition staffing has been required. Case managers are limited to the number of clients they can be assigned. Ms. McCoy explained that current expenses would be items such as the vehicle fleet, liability insurance, postage, printing, rent, equipment, etc. A robust discussion ensued regarding the amount of deliverables provided as opposed to administrative costs, how indirect costs are taken from grants and the impact to deliverables. Committee members asked how the administrative costs for Five County compare with other Associations of Government. Ms. McCoy indicated that she had not made this type of comparison. She explained that funds

are drawn from federal and state contracts, and some contracts do not allow indirect costs to be charged against them. It depends on how grants are written and whether indirect costs are eligible. For example, a few of the aging contracts do not allow for administrative or indirect cost allocation charges. Committee members stressed conservative values and maintaining control of administrative costs in order to preserve the amount of deliverables. Commissioner Jim Matson suggested that additional time be allocated during the May meeting to continue discussion of this agenda item.

F. FINANCE COMMITTEE - MAY (INSURANCE) & JUNE (BUDGET)

Mr. Thiriot indicated that a meeting will be scheduled for May 13, 2015 in Panguitch immediately following the Human Services Council meeting. There will also be a Finance Committee meeting scheduled for June 10, 2015 in Kanab.

III. COUNTY PUBLIC LANDS - RESOURCE MANAGEMENT PLANS

Commissioner Jim Matson reported that HB 323 passed during the recent legislative session. The bill directs that Resource Management Plans be prepared for all counties within a one year's period of time. The legislature provided \$50,000 to each county for preparation of these plans. In addition, each AOG in the state has made application to the Permanent Community Impact Board for an additional \$50,000 for each county within their region. It is being proposed that the AOG's facilitate and drive this process. A working group will be meeting next week to wrestle with the question of how to proceed with the planning process, including the presentation of applications to CIB.

Commissioner Victor Iverson indicated that Washington County has elevated the planner responsibilities to include their Resource Management Plan. Commissioner Matson commented that plans must have science behind them and must be well thought out documents. Commissioner Mike Dalton responded that the National Forest portion of the plans could be fairly generic and tweaked to meet each counties needs. Commissioner Matson indicated that Five County could contract with a stable of consultants, with consultation and input of the counties, that would be available to work on all of the plans. It would be better for all counties to utilize the same consultants rather than striking out on their own to hire a pool of specialists. Utilizing the funds in a co-op effort will provide for better utilization of the consultant pool. Kane County has zoned their entire county to dictate what occurs on lands within the county boundaries. However, the county's plan is by no means complete. There is still a lot of work remaining on the Kane County Resource Management Plan. Kane County currently has a law firm out of Phoenix that they are working with as well. The meeting scheduled to be held next week should provide a better understanding as well as to define the role that AOG's may play in this process. Mr. Gary Zabriskie explained that Five County does not currently have staff with specific expertise in range science, biology, etc. that could work on the plans. He indicated the consultants and/or a large firm that specializes in this type of work would need to be hired. Commissioner Matson stated that it would be best to keep the process in-house and to hire specialists that would work with the counties. He also noted that the Utah State Public Lands Office will be working with counties to provide some guidance throughout the process.

IV. MUTUAL SELF-HELP PROGRAM DISCUSSION AND BUDGET

Mr. Bryan Thiriot referenced correspondence from Rural Development regarding the Mutual Self-Help program included on pages 17-18 of the packet. The letter states that the next 523 grant application would need to be submitted when the last four homes have started construction, around July 2015. The end of the current grant is December 1, 2015. Commissioner Dale Brinkerhoff commented that the best paragraph in the letter indicates that the grant can be terminated after completion of the four homes currently under construction. Because the program is concentrated to the Washington County area and the greatest need for affordable housing there, it would be best for a non-profit organization in that county to pick up the program. Commissioner Mike Dalton acknowledged that many of the individuals participating in the Mutual Self-Help program would likely qualify for other RD loans to purchase a home. It was also noted that interest in the program has not been as robust since the build moved from Ivins to Toquerville.

MOTION WAS MADE BY COMMISSIONER JIM MATSON, SECONDED BY COMMISSIONER MIKE DALTON, TO COMPLETE THE FOUR HOMES CURRENTLY UNDER CONSTRUCTION, TERMINATE THE CURRENT CONTRACT AND NOT MAKE APPLICATION FOR ANOTHER MUTUAL SELF-HELP 523 GRANT. MOTION CARRIED BY UNANIMOUS VOTE.

V. FINANCE COMMITTEE AND STAFF BUSINESS

A. PERSONNEL - MERIT AND/OR PROMOTION RECOMMENDATIONS

Mr. Bryan Thiriot reported that Wade Forsyth, weatherization crew member, has submitted his resignation and will be leaving the AOG to pursue other endeavors. He presented recommendations for merit increases for the following employees: **1) Debbra Sullivan, Case Manager--** Salary increase from \$3,678 to \$3,800 monthly; and **2) Becky McRae, Case Manager--** Salary increase from \$3,034 to \$3,124 monthly. He reported that both of these employees have demonstrated work ethic above and beyond, have taken the lead to assist with case loads when other case managers have been on medical and/or personal leave, are very well versed in all four case management programs, and have taken on additional travel and responsibilities above and beyond what is expected. Debbra has been with Five County for 11 years and Becky has been here for two years.

MOTION WAS MADE BY COMMISSIONER JIM MATSON, SECONDED BY COMMISSIONER MIKE DALTON, TO APPROVE MERIT INCREASES AS PRESENTED FOR DEBBRA SULLIVAN AND BECKY MCRAE. BOTH INDIVIDUALS WOULD NOT BE ELIGIBLE TO RECEIVE A COST-OF-LIVING ADJUSTMENT IN JULY 2015. MOTION CARRIED BY UNANIMOUS VOTE.

Mr. Thiriot reported that the front office receptionist with the HEAT program has resigned her position. It is proposed that this position be combined with that of a current intake employee, Jody Matavao, who would assume the position of office manager. The salary would increase from \$2,131 to \$2,312 monthly.

MOTION WAS MADE BY COMMISSIONER JIM MATSON, SECONDED BY COMMISSIONER DAVID TEBBS, TO APPROVE A PROMOTION FOR JODY MOTAVAO TO ASSUME THE POSITION OF OFFICE MANAGER AT THE HEAT OFFICE. THIS EMPLOYEE WOULD NOT BE ELIGIBLE TO RECEIVE A COST-OF-LIVING ADJUSTMENT IN JULY 2015. MOTION CARRIED BY UNANIMOUS VOTE.

Mr. Thiriot explained that case loads for the aging division have continued to increase significantly over the past fiscal year. Ms. Carrie Schonlaw is recommending that the hours for Megan McCourt be increased from 20 to 32 hours a week effective April 16, 2015. Concern was expressed by committee members that increasing hours worked would require full benefits, including health insurance coverage. Mr. Thiriot explained that Megan has opted out of the health insurance because she has coverage through her husband. Members felt that the husbands situation could change and that full benefits could become an issue.

MOTION WAS MADE BY COMMISSIONER MIKE DALTON TO APPROVE INCREASING THE HOURS FOR MEGAN MCCOURT, NOT TO EXCEED 29 HOURS PER WEEK. THE MOTION WAS SECONDED BY COMMISSIONER DAVID TEBBS AND CARRIED BY UNANIMOUS VOTE.

VI. NONPROFIT ORGANIZATION STATUS UPDATE

None.

VII. OTHER BUSINESS

Mr. Bryan Thiriot announced that Nora Rasure, U.S. Forest Service Regional Forester out of the Ogden Office, has offered to travel to Southern Utah on July 31st or August 3rd to meet with commissioners. It was a consensus of the group that the meeting be scheduled on July 31st. It was noted that Ms. Rasure met with commissioners two years ago and is receptive to another meeting. Commissioners suggested that the meeting be held at Brian Head in the Public Safety Building from 11:00 a.m. to 2:00 p.m., with lunch provided.

Being no further business, the meeting adjourned at 1:45 p.m.

AGENDA ITEM # II-A.

FIVE COUNTY ASSOCIATION OF GOVERNMENTS
FRINGE BENEFITS
FY 2016

	<u>Present</u>	<u>Proposed</u>
A. Social Security Match on Gross Salaries	7.65%	7.65%
B. Utah State Retirement on Gross Salaries		
Contributory System	20.46%	20.46%
Non Contributory System	18.47%	18.47%
Tier 2 Non Contributory System	16.72%	16.69%
Post Retired	6.61%	6.61%
C. SelectHealth, Utah Local Governments Trust & PEHP Insurance		
Employee Coverage	546.70	
EE + Spouse	1,026.94	
EE + Child	964.44	
EE + Children	1,006.25	
Family Coverage	1,526.05	
D. Worker's Compensation		
County Employee	.0210	.0227
Clerical Employee	.0017	.0016
E. Unemployment Insurance		
Utah Dept. of Workforce Services on first \$31,300 gross salaries x .013 = \$406.90	.014	.013
F. Salary Deferral Program		
Utah State Retirement - 457, 401K, and IRA Programs voluntary to post-1995 employees 1.25% match to pre-1995 employees (Diane, Jo, Janeil, Curt)		
G. Holidays		
12 Paid Holidays		
H. Vacation and Sick Leave (4 hours per pay period for benefitted employees)		
I. Pay for Performance		
J. COLA		

AGENDA ITEM # II-A. (Continued)

	<u>Present</u>	<u>Proposed</u>
SelectHealth Medical EMPLOYEE	481.40	
SelectHealth Medical EMPLOYEE/SPOUSE	938.60	
SelectHealth Medical EMPLOYEE/CHILD/CHILDREN	876.10	
SelectHealth Medical FAMILY	1395.90	
ULGT Vision/Life/LTC SINGLE	20.03	
ULGT Vision/Life/LTC DOUBLE	26.43	
ULGT Vision/Life/LTC FAMILY	36.43	
PEHP Dental SINGLE	45.27	
PEHP Dental DOUBLE	61.91	
PEHP Dental FAMILY	93.72	
Retiree's Medical (SelectHealth SINGLE)	481.40	
Retiree's Medical (SelectHealth DOUBLE)	938.60	
Retiree's Dental (PEHP SINGLE)	54.32	
Retiree's Dental (PEHP DOUBLE)	74.28	
<u>PAY INCREASE</u>		
July 1, 2008	2% COLA	
July 1, 2009	no COLA	
July 1, 2010	no COLA	
July 1, 2011	no COLA	
July 1, 2012	\$33 COLA	
July 1, 2013	\$71 COLA - no merit	
July 1, 2014	\$70 COLA - no merit	



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Benefit Quotes

Five County AOG

Effective 1 July 2015

Presented By:
Arthur J. Gallagher & Co.

6330 S 3000 E, STE 670
Salt Lake City, UT 84121
www.ajg.com
(801) 559-2929 • Fax: (801) 559-2955

IMPORTANT: This proposal is an outline of the coverages proposed by the carrier(s), based on information provided by your company. It does not include all the terms, coverages, exclusions, limitations, and conditions of the actual contract language. The policies and contracts themselves must be read for those details. Policy forms for your reference will be made available upon request.
Disclosure: The intent of this analysis report is to provide you with general information regarding the status of, and/or potential concerns related to, your current employee benefits environment. It does not necessarily fully address all of your specific issues. It should not be construed as, nor is it intended to provide, legal advice. Questions regarding specific issues should be addressed by your general counsel or an attorney who specializes in this practice area.

MEDICAL BENEFIT QUOTES

FIVE COUNTY AOG

Effective 1 July 2015

Presented By:
Gallagher Benefit Services



Arthur J. Gallagher & Co.
BUSINESS WITHOUT BARRIERS™

6330 S 3000 E , STE 670
Salt Lake City, UT 84121
www.ajg.com
(801) 559-2929 • Fax: (801) 559-2955

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Five County AOG

Medical Quotes Effective 1 July 2015

	SelectHealth SelectMed Plus Current / Renewal		SelectHealth SelectMed Plus Renew with composite rates		SelectHealth SelectValue		SelectHealth SelectMedPlus HSA Option	
	In-Network	Non-Network	In-Network	Non-Network	In-Network	Non-Network	In-Network	Non-Network
Deductible (Ind / Fam)	\$1000 / \$2500	\$1500 / \$3000	\$1000 / \$2500	\$1500 / \$3000	\$1000 / \$2500	\$1500 / \$3000	\$2000 / \$4000	\$3500 / \$7000
Out-of-Pocket Max.	\$4000 / \$8000	\$6000 / \$12000	\$4000 / \$8000	\$6000 / \$12000	\$4000 / \$8000	\$6000 / \$12000	\$5000 / \$10000	\$7000 / \$14000
Lifetime Maximum	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited
Preventive	Covered 100%	Not covered	Covered 100%	Not covered	Covered 100%	Not covered	Covered 100%	Not covered
Office Visits (PCP / SCP)	\$25 / \$40	\$25 / \$40, 50% AD	\$25 / \$40	\$25 / \$40, 50% AD	\$25 / \$40	\$25 / \$40, 50% AD	(\$25 / \$40) AD	50% AD
Urgent Care	\$40	50% AD	\$40	50% AD	\$40	50% AD	\$40 AD	50% AD
Emergency Room	\$250	\$250	\$250	\$250	\$250	\$250	\$250 AD	\$250 AD
Hospital Services (In/Outpatient)	20% AD	50% AD	20% AD	50% AD	20% AD	50% AD	20% AD	50% AD
Coinsurance	20%	50%	20%	50%	20%	50%	20%	50%
Prescription Drugs	\$10 / 25% / 50%	\$10 / 25% / 50%	\$10 / 25% / 50%	\$10 / 25% / 50%	\$10 / 25% / 50%	\$10 / 25% / 50%	\$10 / 25% / 50% / 20%	\$10 / 25% / 50% / 20%
Prescription Deductible	None	None	None	None	None	None	Combined with medical	Combined with medical
Enrollment	Current	Renewal	Current	Renewal	Age Banded	Composite Rates	Age Banded	Composite Rates
Employee	6	\$2,888.40	6	\$2,923.20	\$2,689.20	\$448.20	\$2,491.80	\$415.30
EE+Spouse	8	\$7,508.80	8	\$7,795.20	\$974.40	\$896.50	\$6,644.80	\$830.60
EE+Child	6	\$5,256.60	6	\$6,138.60	\$1,023.10	\$941.30	\$5,233.20	\$872.20
EE+Children	0	\$0.00	0	\$0.00	\$1,023.10	\$941.30	\$0.00	\$872.20
Family	23	\$32,105.70	23	\$34,736.90	\$1,510.30	\$1,389.50	\$29,612.50	\$1,287.50
Monthly Premium	43	\$47,760	43	\$51,594	\$51,594	\$47,468	\$43,982	\$43,982
Annual Premium		\$573,114		\$619,127	\$619,127	\$569,610	\$527,788	\$527,788
Percent over current				8.0%	8.0%	-0.6%	-7.9%	-7.9%
Dollar difference from Current				\$46,013	\$46,013	(\$3,504)	(\$45,326)	(\$45,326)



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Five County AOG

Medical Quotes Effective 1 July 2015

	SelectMed Plus Current / Renewal		Arches In Network Only	
	In-Network	Non-Network	In-Network	Non-Network
Deductible (Ind / Fam)	\$1000 / \$2500	\$1500 / \$3000	\$1000 / \$2000	NA
Out-of-Pocket Max.	\$4000 / \$8000	\$6000 / \$12000	\$4000 / \$8000	NA
Lifetime Maximum	Unlimited	Unlimited	Unlimited	Unlimited
Preventive	Covered 100%	Not covered	Covered 100%	NA
Office Visits (PCP / SCP)	\$25 / \$40	\$25 / \$40, 50% AD	Pref \$5, \$40 / \$40	NA
Urgent Care	\$40	50% AD	\$75	NA
Emergency Room	\$250		\$250 AD	
Hospital Services (In/Outpatient)	20% AD	50% AD	20% AD	NA
Coinsurance	20%	50%	20%	NA
Prescription Drugs	\$10 / 25% / 50%		\$5 / \$35 / \$125	
Prescription Deductible	None		None	
Enrollment	Age banded Rates		Age banded	
Employee	6	Current \$2,888.40	Renewal \$2,923.20	\$3,502.97
EE+Spouse	8	\$7,508.80	\$7,795.20	\$7,188.36
EE+Child	6	\$5,256.60	\$6,138.60	\$5,435.59
EE+Children	0	\$0.00	\$0.00	\$0.00
Family	23	\$32,105.70	\$34,736.90	\$31,799.27
Monthly Premium	43	\$47,760	\$51,594	\$47,926
Annual Premium		\$573,114	\$619,127	\$575,114
Percent over current			8.0%	0.3%
Dollar difference from Current				\$2,000



Five County AOG

Medical Quotes Effective 1 July 2015

	SelectHealth SelectMed Plus Current / Renewal		PEHP Adv & Summ Trad. Opt 3		PEHP Adv & Summ Trad. Opt 4		PEHP Adv & Summ Trad. Star Opt 1		PEHP Adv & Summ Trad. Star Opt 2	
	In-Network	Non-Network	In-Network	Non-Network	In-Network	Non-Network	In-Network	Non-Network	In-Network	Non-Network
Deductible (Ind / Fam)	\$1000 / \$2500	\$1500 / \$3000	\$750 / \$1500	\$1000 / \$2000	\$1300 / \$2600	\$1500 / \$3000	\$1300 / \$2600	\$1500 / \$3000	\$1500 / \$3000	\$3000 / \$6000
Out-of-Pocket Max.	\$4000 / \$8000	\$6000 / \$12000	\$5000 / \$10000	\$6000 / \$12000	\$2600 / \$5200	\$3000 / \$6000	\$2600 / \$5200	\$3000 / \$6000	\$3000 / \$6000	Unlimited
Lifetime Maximum	Covered 100%	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited
Preventive	\$25 / \$40	Not covered	Covered 100%	40% AD	Covered 100%	40% AD	Covered 100%	40% AD	Covered 100%	40% AD
Office Visits (PCP / SCP)	\$40	\$25 / \$40, 50% AD	\$25 / \$35	40% AD	\$30 / \$40	40% AD	20% AD	40% AD	20% AD	40% AD
Urgent Care	\$40	50% AD	\$45	40% AD	\$50	40% AD	20% AD	40% AD	20% AD	40% AD
Emergency Room	\$250	\$250	\$125	\$150	\$150	\$150	20% AD	20% AD	20% AD	20% AD
Hospital Services (In/Outpatient)	20% AD	50% AD	20% AD	40% AD	20% AD	40% AD	20% AD	40% AD	20% AD	40% AD
Coinsurance	20%	50%	20%	40%	20%	40%	20%	40%	20%	40%
Prescription Drugs	\$10 / 25% / 50%	\$10 / 25% / 50%	\$10 / 25% / 50%	\$10 / 25% / 50%	\$10 / 25% / 50%	\$10 / 25% / 50%	20% AD	20% AD	20% AD	20% AD
Prescription Deductible	None	None	None	None	None	None	Combined with medical	Combined with medical	Combined with medical	Combined with medical
Enrollment	Current	Age banded Rates Renewal	Composite	Composite	Composite	Composite	Composite	Composite	Composite	Composite
Employee	6	\$2,888.40	\$507.68	\$494.66	\$475.68	\$460.26	\$475.68	\$460.26	\$460.26	\$460.26
EE+Spouse	8	\$7,508.80	\$1,050.88	\$1,023.94	\$984.64	\$852.72	\$984.64	\$852.72	\$852.72	\$852.72
EE+Child	6	\$5,256.60	\$1,050.88	\$1,023.94	\$984.64	\$852.72	\$984.64	\$852.72	\$852.72	\$852.72
EE+Children	0	\$0.00	\$1,421.48	\$1,385.02	\$1,331.88	\$1,288.70	\$1,331.88	\$1,288.70	\$1,288.70	\$1,288.70
Family	23	\$32,105.70	\$1,421.48	\$1,385.02	\$1,331.88	\$1,288.70	\$1,331.88	\$1,288.70	\$1,288.70	\$1,288.70
Monthly Premium	43	\$47,760	\$50,452	\$49,159	\$47,272	\$44,340	\$47,272	\$44,340	\$44,340	\$44,340
Annual Premium		\$573,114	\$605,429	\$589,903	\$567,267	\$532,077	\$567,267	\$532,077	\$532,077	\$532,077
Percent over current		8.0%	5.6%	2.9%	-1.0%	-7.2%	-1.0%	-7.2%	-7.2%	-7.2%
Dollar difference from Current		\$46,013	\$32,315	\$16,789	(\$5,847)	(\$41,037)	(\$5,847)	(\$41,037)	(\$41,037)	(\$41,037)



Five County AOG

Medical Quotes Effective 1 July 2015

	SelectHealth SelectMed Plus Current / Renewal		UnitedHealthcare XM3		UnitedHealthcare XW3		UnitedHealthcare 715 w/F8 HSA 2000/80%	
	In-Network	Non-Network	In-Network	Non-Network	In-Network	Non-Network	In-Network	Non-Network
Deductible (Ind / Fam)	\$1000 / \$2500	\$1500 / \$3000	\$1000 / \$2000	\$5000 / \$10000	\$2000 / \$4000	\$5000 / \$10000	\$2000 / \$4000	\$5000 / \$10000
Out-of-Pocket Max.	\$4000 / \$8000	\$6000 / \$12000	\$5000 / \$10000	\$10000 / \$20000	\$6000 / \$12000	\$10000 / \$20000	\$5000 / \$11000	\$10000 / \$20000
Lifetime Maximum	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited
Preventive	Covered 100%	Not covered	Covered 100%	50% AD	Covered 100%	50% AD	Covered 100%	50% AD
Office Visits (PCP / SCP)	\$25 / \$40	\$25 / \$40, 50% AD	\$25 / \$50	50% AD	\$35 / \$70	50% AD	20% AD	50% AD
Urgent Care	\$40	50% AD	\$75	50% AD	\$75	50% AD	20% AD	50% AD
Emergency Room	\$250		\$300				20% AD	
Hospital Services (In/Outpatient)	20% AD	50% AD	20% AD	50% AD	20% AD	50% AD	20% AD	50% AD
Coinsurance	20%	50%	20%	50%	20%	50%	20%	50%
Prescription Drugs	\$10 / 25% / 50%		\$10 / \$35 / \$75		\$15 / \$40 / \$80		\$15 / \$40 / \$80	
Prescription Deductible	None	None	None	None	\$100		Combined with med	
Enrollment	Age banded Rates		Composite		Composite		Composite	
	Current	Renewal	Current	Renewal	Current	Renewal	Current	Renewal
Employee	6	\$2,888.40	\$2,923.20	\$580.46	\$526.90	\$486.44	\$486.44	\$486.44
EE+Spouse	8	\$7,508.80	\$7,795.20	\$1,160.92	\$1,053.80	\$972.88	\$972.88	\$972.88
EE+Child	6	\$5,256.60	\$6,138.60	\$1,218.97	\$1,106.49	\$1,021.52	\$1,021.52	\$1,021.52
EE+Children	0	\$0.00	\$0.00	\$1,218.97	\$1,106.49	\$1,021.52	\$1,021.52	\$1,021.52
Family	23	\$32,105.70	\$34,736.90	\$1,799.43	\$1,633.39	\$1,507.96	\$1,507.96	\$1,507.96
Monthly Premium	43	\$47,760	\$51,594	\$61,471	\$55,799	\$51,514	\$51,514	\$51,514
Annual Premium		\$573,114	\$619,127	\$737,650	\$669,585	\$618,167	\$618,167	\$618,167
Percent over current			8.0%	28.7%	16.8%	7.9%	7.9%	7.9%
Dollar difference from Current			\$46,013	\$164,536	\$96,471	\$45,053	\$45,053	\$45,053

DENTAL BENEFIT QUOTES

FIVE COUNTY AOG

Effective 1 July 2015

Presented By:
Gallagher Benefit Services



Arthur J. Gallagher & Co.
BUSINESS WITHOUT BARRIERS™

6330 S 3000 E , STE 670
Salt Lake City, UT 84121
www.ajg.com
(801) 559-2929 • Fax: (801) 559-2955

IMPORTANT: This proposal is an outline of the coverages proposed by the carrier(s), based on information provided by your company. It does not include all the terms, coverages, exclusions, limitations, and conditions of the actual contract language. The policies and contracts themselves must be read for those details. Policy forms for your reference will be made available upon request.
Disclosure : The intent of this analysis report is to provide you with general information regarding the status of, and/or potential concerns related to, your current employee benefits environment. It does not necessarily fully address all of your specific issues. It should not be construed as, nor is it intended to provide, legal advice. Questions regarding specific issues should be addressed by your general counsel or an attorney who specializes in this practice area.



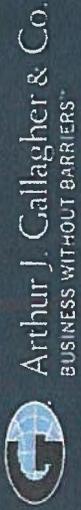
Five County AOG
Dental Quotes Effective 1 July 2015

Carrier	PEHP Current / Renewal Preferred Choice		Total Dental Administrators PPO/MAC Plan AH		Assurant MAC Plan		Guardian Fee Schedule	
	In Network	Out of Network	In Network	Out of Network	In Network	Out of Network	In Network	Out of Network
Individual Deductible	\$0		\$0		\$0		\$0	
Family Deductible (3+)	\$0		\$0		\$0		\$0	
Annual Max.	\$1,500		\$1,500		\$1,500		\$1,500	
Preventive	20% of AA		100%		100%		100%	
Waiting Period								
Basic	20% of AA		80%		80%		80%	
Waiting Period								
Major	20% of AA		50%		50%		50%	
Waiting Period								
Endodontics (Root canal etc...)	20% of AA		Basic		Basic		Basic	
Periodontics	20% of AA		Basic		Basic		Basic	
Oral Surgery	20% of AA							
Orthodontics	50%		50%		50%		50%	
Applies to:			Adult and Child		Adult and Child		For Children	
Orthodontics Max.	\$1,500		\$1,500		\$1,500		\$1,500	
Miscellaneous								
Rates	R&C = Reasonable & Customary	Renewal	R&C = Reasonable & Customary	1 year	2 year			
EE	Current							
6	\$45.81	\$47.72	\$40.56	\$42.19	\$31.59	\$28.18	\$28.18	
13	\$62.66	\$64.86	\$55.48	\$57.70	\$60.96	\$57.63	\$57.63	
EE + Spouse	\$94.85	\$98.18	\$83.99	\$87.35	\$105.37	\$113.19	\$113.19	
EE + Child(ren)	\$94.85	\$98.18	\$83.99	\$87.35	\$105.37	\$113.19	\$113.19	
Family								
Monthly Premium	\$3,461	\$3,584	\$3,064	\$3,187	\$3,616	\$3,748	\$3,748	
Annual Premium	\$41,528	\$43,008	\$36,772	\$38,244	\$43,395	\$44,976	\$44,976	
% Change over current		3.6%	-11.5%	-7.9%	4.5%	8.3%	8.3%	
Dollar Difference		\$1,480	(\$4,756)	(\$3,284)	\$1,867	\$3,448	\$3,448	
			1	2	3	4		



Five County AOG
Dental Quotes Effective 1 July 2015

Carrier	PEHP Current / Renewal Preferred Choice		Dentist Direct Fee Schedule		Principal		Ameritas	
	In Network	Out of Network	In Network	Out of Network	In Network	Out of Network	In Network	Out of Network
Individual Deductible	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Family Deductible (3+)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Annual Max.	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Preventive	20% of AA	20% of AA	100%	100%	100%	100%	100%	100%
Waiting Period								
Basic	20% of AA	20% of AA	80%	80%	80%	80%	80%	80%
Waiting Period								
Major	20% of AA	20% of AA	50%	50%	50%	50%	50%	50%
Waiting Period								
Endodontics (Root canal etc...)	20% of AA	20% of AA	Basic	Basic	Basic	Basic	Basic	Basic
Periodontics	20% of AA	20% of AA	Basic	Basic	Basic	Basic	Basic	Basic
Oral Surgery	20% of AA	20% of AA	Basic	Basic	Basic	Basic	Basic	Basic
Orthodontics	50%	50%	50%	50%	50%	50%	50%	50%
Applies to:			Dependents to age 19	Dependents to age 19	Child Ortho	Child Ortho	Child Ortho	Child Ortho
Orthodontics Max.	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,000
Miscellaneous								
Rates	EE	R&C = Reasonable & Customary	Renewal					
Single	6	Current	\$45.81	\$47.72	\$33.50	\$41.67	\$40.48	\$40.48
EE + Spouse	13		\$62.66	\$64.86	\$70.72	\$76.96	\$81.28	\$81.28
EE + Child(ren)	25		\$94.85	\$98.18	\$137.18	\$132.54	\$147.12	\$147.12
Family			\$94.85	\$98.18	\$137.18	\$132.54	\$147.12	\$147.12
Monthly Premium	44		\$3,461	\$3,584	\$4,550	\$4,564	\$4,978	\$4,978
Annual Premium			\$41,528	\$43,008	\$54,598	\$54,768	\$59,730	\$59,730
% Change over current				3.6%	31.5%	31.9%	43.8%	43.8%
Dollar Difference				\$1,480	\$13,070	\$13,240	\$18,202	\$18,202
				5	6	7		



**Five County AOG
Dental Quotes Effective 1 July 2015**

Carrier	PEHP Current / Renewal Preferred Choice		Humana	
	In Network	Out of Network	In Network	Out of Network
Individual Deductible	\$0		\$0	
Family Deductible (3+)	\$0		\$0	
Annual Max.	\$1,500		\$1,500	
Preventive	20% of AA		100%	100%
Waiting Period				
Basic	20% of AA		80%	80%
Major	20% of AA		50%	50%
Waiting Period				
Endodontics (Root canal etc...)	20% of AA			Basic
Periodontics	20% of AA			Basic
Oral Surgery	20% of AA			Basic
Orthodontics	50%		50%	50%
Applies to:				Child Ortho
Orthodontics Max.	\$1,500			\$1,500
Miscellaneous				
Rates	EE	Current	Renewal	
Single	6	\$45.81	\$47.72	\$46.51
EE + Spouse	13	\$62.66	\$64.86	\$106.04
EE + Child(ren)	25	\$94.85	\$98.18	\$98.29
Family		\$94.85	\$98.18	\$160.88
Monthly Premium	44	\$3,461	\$3,584	\$5,680
Annual Premium		\$41,528	\$43,008	\$68,155
% Change over current			3.6%	64.1%
Dollar Difference			\$1,480	\$26,627

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AGENDA ITEM # II-C.

FISCAL YEAR 2016

COST ALLOCATION PLAN

INDIRECT COST FORMULA

This Cost Allocation Plan has been prepared in accordance with OMB Circular A-87. It has been reviewed and approved by the Steering Committee, as represented by the local elected officials of the Five County Association of Governments.

The basis of cost allocation is direct personnel and fringe benefit costs. This basis provides the most fair allocation base for the Association's particular situation. This Plan includes:

- 1. A certification by the Executive Director**
- 2. A list of the overhead limitation applicable to each grant involved**
- 3. A financial document sustaining rates proposed**
- 4. Audit Report FY 2014 - Combined Statement of Revenues and Expenditures**

AGENDA ITEM # II-C. (Continued)

FIVE COUNTY ASSOCIATION OF GOVERNMENTS

CERTIFICATE OF INDIRECT COSTS

This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

(1) All cost included in this proposal dated May 23, 2014 are allowable in accordance with the requirements of the Federal award(s) to which they apply and OMB Circular A-87, "Cost Principles for State, Local, and Indian Tribal Governments". Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.

(2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently and the Federal Government will be notified of any accounting changes that would affect the predetermined rate.

I declare that the foregoing is true and correct.

Governmental Unit: Five County Association of Governments

Signature:

Name of Official: Bryan D. Thiriot

Title: Executive Director

Date of Execution: _____, 2015

AGENDA ITEM # II-C. (Continued)

EXPLANATION OF ACCOUNT TITLES

Community Planning - U.S. Department of Commerce - Economic Development

Administration

Special Contracts - Flow-through monies and short-term contracts

Area Agency on Aging - Utah Department of Human Services

Weatherization – Housing and Community Development Division

Aging Waiver - Medicaid Waiver

CDBG - Community Development Block Grant

Child Care - Child Care Resource & Referral

Nutrition - Utah Department of Human Services

CSBG - Community Services Block Grant

RSVP - Retired Senior Volunteer Program

HEAT Assistance - Housing and Community Development Division

Volunteer Center – Washington County and Iron County

Senior Companion (SCP) - Corporation for National and Community Service

MPO Planning – Utah Department of Transportation

Transportation Program – Utah Department of Transportation

Foster Grandparent (FGP) - Corporation for National and Community Service

HOME Program - Housing and Community Development Division

United Way - United Way Dixie

SSBG - Social Services Block Grant

New Choices Waiver - Medicaid Waiver

St. George DPA - St. George City Down Payment Assistance Program

RPO Planning - Rural Planning Organization

TANF – Temporary Assistance for Needy Families

MSH - Mutual Self Help Housing Program

AGENDA ITEM # II-C. (Continued)

FIVE COUNTY ASSOCIATION OF GOVERNMENTS

As required by A-87, the following is a listing of the overhead limitation applicable to each grant or contract that may be involved with the Five County Association of Governments cost allocation plan.

Economic Development	None
Aging Waiver	Amount set by Contract
Aging / Nutrition	8.5% of total grant
Weatherization	10% of total grant
SSBG	10% of total grant
RSVP - FGP - SCP	Amount set by Contract
CDBG	10% of total grant
CSBG	10% of total grant
Case Management	15% of total grant
Child Care Resource & Referral	10% of total grant
Transportation Planning	Amount set by Contract
New Choices Waiver	15% of total grant
MPO & RPO	Amount set by Contract
United Way	Amount set by Contract
HEAT	Amount set by contract
Community Svs. Cont. Mgmt.	10% of total grant
Foster Grandparent	Amount set by Contract
Senior Companion	Amount set by Contract
RSVP	Amount set by Contract
MSH	Amount set by Contract

AGENDA ITEM # II-C. (Continued)

STAFF SALARIES & EMPLOYEE BENEFITS

Personnel costs are allocated on the basis of a monthly time sheet. The key factor is the total number of hours spent on work that is directly for a program. If an employee spends 100 percent of time on work for a specific program, the salary and fringe benefits for that period will be charged in total to that program. Should an employee do work for two or more programs, salary and fringe benefits will be allocated in the exact proportion that the hours spent indicate. Program directors must review and approve time sheets.

ACCOUNTANT COSTS

The accounting system is established as an all-inclusive system to all programs. For this reason, accountant costs cannot be charged directly to a specific program and are charged to administration.

TRAVEL EXPENSE

Travel expense will be charged according to the monthly travel sheet submitted. Travel is charged to the program for which the expense is incurred. Approval by program directors is required before payment. The AOG provides a pool of motor vehicles owned or leased by the AOG. Actual miles driven by each cost center is assessed at an established rate per mile. Per Diem and hotel costs are reimbursed as established by travel policies.

PRINTING AND COPYING

Printing of plans, covers of plans, forms, etc., are charged to the particular program. If a form is to be used by the Association of Governments as a whole, it is charged to administration. Control of copy costs is handled in the following manner: Each program has a specific account code which is entered into the copy machine each time a copy is made. Entering this code enables the machine to accurately account for each copy made and allocate that copy to a particular account. A special account code is used for administration costs. These are copies taken in the course of business of the association as a whole. A monthly meter reading of the machine indicates how many copies have been made by each account and expenses are broken out proportionately.

AGENDA ITEM # II-C. (Continued)

OFFICE FURNITURE AND EQUIPMENT

When an item of equipment is purchased, its specific purpose is identified. That purpose is directly traceable to a program or to the association as a whole. A desk for the director of a program would be paid for and charged directly to that program.

OFFICE SUPPLIES

Office supplies are charged to specific programs. All office supplies are purchased through various office suppliers, so as to take full advantage of sale prices and lower costs, and they are coded for each department for direct costing.

SPACE COSTS

Rent is charged to the specific program as the space is used. If the landlord puts a value on the particular room used, that cost is charged. If a section of a building is rented as a whole and several departments use it, the rent cost is allocated by square feet of usage with a factor to allow for quality. Space for the Executive Director's office, or for a joint reception area and conference room, cannot be charged directly to any program without going to an unjustifiable length in allocation. These costs, therefore, are charged to administration.

COMMUNICATIONS

Fixed phone charges are allocated by equipment usage or the same way that the charges are billed. Long distance or toll charges are billed as used and charged to appropriate accounts. Equipment used by the Executive Director and toll charges incurred by him in the course of association business will be charged to administration.

POSTAGE

Postage use is controlled by a postage meter. Each program has a specific account code which is entered into the postage meter each time mail is processed. Entering this code enables the machine to accurately account for the amount of postage used by each program. A monthly meter reading of the machine indicates the amount of postage incurred by each account and expenses are allocated proportionately.

AGENDA ITEM # II-C. (Continued)

AUDITING

Because of the structure of the Association of Governments, it is nearly impossible to audit one program without auditing them all. The association operates out of a general bank account; it has one employer identification number; and it is considered the employer of all employees. The costs of audit under conditions of OMB Circular A-133 are charged to administration.

FISCAL MANAGEMENT

The association's payroll management system is maintained by computer. Fiscal management services are purchased from Hinton Burdick Hall & Spilker, PLLC, and charged to Administration.

OTHER COSTS

This expense category is designed for those types of expenses that may occur through the course of the accounting period that are necessary but not considered "normal." The organization could possibly go through the period without incurring this type of expense, but because of the number of different things involved that could happen, one or more surely will. Upgrades to the computer server, fax machine, repair and maintenance of equipment, etc., are examples. These expenses are charged to the program they benefit or to administration, if all programs are benefitted.

APPLIED ADMINISTRATION COSTS

All costs not directly chargeable to a specific program are charged to administration. These costs include the salary, fringe benefits, clerical costs, and expenses of the Executive Director and support staff. Other costs that are not directly chargeable are also included and charged under the heading of administration costs. The net of all administration costs are applied across the board by the use of a single composite rate. This rate is the ratio of net administration on common costs divided by total direct personnel costs.

AGENDA ITEM # II-C. (Continued)

FIVE COUNTY ASSOCIATION OF GOVERNMENTS INDIRECT COST ALLOCATION PLAN FY 2018

	Home Program	Home Admin	Aging Waiver Program	Aging Waiver Admin	Comm. Planning	AAA	Wealth.	RSVP	Vol. Ctr. Iron	CCR&R	Nutrition	HEAT	Mob. Mgmt	Vol. Ctr. Wash.	Foster Grand.	Rural Foster Gr	United Way	HS Trans. Planning	Disse MPD	Senior Comp.	CSBG	Iron Co. BPO	FOYC	New Choices Waiver	St. Geo. DPA	Critical Needs Flooding	TANF	Mutual Self Help	Total	
Salaries	33,597	2,258	29,857	183,574	44,572	302,012	71,646	4,909	217,662	6,458	200,179	28,082	19,113	20,854	37,488	16,590	11,933	156,395	20,210	86,839	17,608	15,937	185,520	8,729	1,887	11,204	24,133	1,732,270		
Fringe Benefits	10,120	1,425	12,006	80,274	32,865	216,111	56,640	5,088	121,264	3,194	99,361	15,075	12,457	17,588	28,404	1,647	7,441	84,091	15,009	47,756	8,704	3,402	66,870	6,913	572	3,508	13,131	969,046		
Trevel																														
Current Expenditures																														
Equipment																														
TOTAL	43,717	3,783	41,893	243,848	77,437	518,123	128,286	9,991	339,926	9,652	299,490	41,137	31,570	38,442	60,882	18,237	19,374	240,486	35,219	134,595	26,312	17,330	232,390	15,642	2,459	14,712	37,764	2,681,316		
Unallowable Costs																														
Allowable Admin Exp.																														

Indirect cost rate calculated by dividing allowable administration costs of \$361,205 by \$2,681,316 which equals 13.47% in accordance with DMS Circular A-87.

% of Admin
costs covered
by Other Fund
Salaries
and fringe
13.47%

Total
Admin
and fringe
including
Admin
2,943,795

AGENDA ITEM # II-C. (Continued)

Five County Association of Governments
 Combining Statement of Revenues, Expenditures and Changes in Fund Balances
 All General Funds
 For The Year Ended June 30, 2014

	<u>Fund 1</u>	<u>Fund 2</u>	<u>Fund 3</u>	<u>Fund 4</u>	<u>Fund 5</u>	<u>Fund 6</u>	<u>Fund 7</u>	<u>Fund 8</u>	<u>Fund 9</u>
	Administration	Waiver Aging Admin	Home Program	Aging Waiver Services	Community & Economic Dev.	Special Contracts	Area Agency On Aging	Weatherization	Retired Senior Volunteer Program
REVENUES:									
State	\$	\$ 17,582	\$ 8,924	\$ 77,073	\$ 100,000	\$ 416,943	\$ 204,703	\$ 104,144	\$ 5,500
Federal		41,327			165,380	407,019	322,288	707,678	184,605
State Appropriations									
Indirect Cost Allocations	318,093								
County/Local Participation					91,275	38,873			300
Accrued (Unearned) Revenue		(743)	6,682		(33,219)	(5,549)		(5,552)	
Other					46,435	54,699		18,951	
TOTAL REVENUES	318,093	58,166	15,606	77,073	369,871	911,985	526,991	825,221	190,605
EXPENDITURES									
Director	48,281	12,993			17,930		44,572		13,678
Planner/Coordinator		3,112	2,358	29,857	145,644			54,144	43,476
Supervisor		11,313						206,384	
Secretarial	129,265	6,179					7,356	41,484	14,492
Payroll Taxes	16,786	2,194	297	2,953	15,515	4,951	30,065		6,657
State Retirement	28,580	3,764	408	4,166	29,410	8,674	52,095		11,636
Group Insurance	39,067	4,162	720	4,917	35,349		11,884	133,951	38,347
Total Payroll & Related Expense	261,979	43,717	3,783	41,893	243,848		77,437	518,123	128,286
Materials								145,716	
Fiscal Management	17,652								
Rent	20,666	512		1,002	2,570	1,237		31,158	7,680
Travel	4,144	8,369	1,150	3,906	12,740	10,676		33,545	1,950
Printing	5,274	404	33	574	3,635	772		953	1,535
Postage	3,708	21	9	170	1,741	475		866	1,961
Telephone	3,107	427	44	1,356	2,343	791		5,755	1,865
Office Supplies	2,573	113		366	1,318	181		5,691	1,161
Indirect Cost Allocation		4,730	454	6,832	29,262	9,293		33,161	15,394
Consultant/Contract Services		152		7,967	3,982			145	
Capital Outlay	1,406	464		57	1,170		1,632	25,855	741
County Council on Aging							424,492		
Other	40,696		10,124		4,344	916,743			30,032
TOTAL EXPENDITURES	361,205	58,909	15,606	64,123	306,973	916,743	526,986	801,268	190,605
Excess (Deficit) of Revenues Over Expenditure:	(43,112)	(743)		12,950	62,898	(4,758)	5	23,953	
TRANSFER FROM (TO) OTHER FUNDS	43,145	743		(10,027)	(50,030)	9,370	(86)		
OTHER FUNDING SOURCES/(USES)									
BEGINNING FUND BALANCE	3,377			6,128	406,870	9,663	7,868	158,033	
YEAR END FUND BALANCE	\$ 3,408	\$	\$	\$ 9,051	\$ 419,738	\$ 14,275	\$ 7,787	\$ 181,986	\$

See Notes to Financial Statements

AGENDA ITEM # II-C. (Continued)

<u>Fund 10</u>	<u>Fund 11</u>	<u>Fund 13</u>	<u>Fund 14</u>	<u>Fund 15</u>	<u>Fund 18</u>	<u>Fund 19</u>	<u>Fund 20</u>	<u>Fund 21</u>	<u>Fund 22</u>	<u>Fund 24</u>	<u>Fund 25</u>
Human	Volunteer	Child Care	Nutrition	Heat	Mobility	Volunteer	Foster	Rural Foster	United Way	H.S. Transp.	Transportation
Services	Center-Iron Co	R & R		Assistance	Management	Center-Wash Co	Grandparent	Grandparent	Dixie	Planning	Planning
\$	\$	\$	\$ 312,234	\$	\$ 6,875	\$	\$ 5,500	\$	\$	\$	\$ 10,000
		456,914	464,778	-112,229	30,997	4,000	85,286	171,058		18,115	375,455
	7,514					93,670	40,858	100	22,840		43,999
				(834)						(13)	(24,724)
86	10,946	12,141	306,978								
86	18,460	469,055	1,083,990	411,395	37,872	97,670	131,644	171,158	22,840	18,102	404,730
	69	80,943	5,365		4,366	14,161	5,673	4,844		4,650	73,412
	4,834	119,581		42,698	21,419	4,952	8,369	27,282	16,590	7,283	82,983
		17,138		157,431	277						
			1,093				6,812	362			
	523	18,903	613	18,331	2,637	1,807	2,242	3,003	1,647	1,175	14,942
	765	32,692	1,117	20,681	3,116	3,305	3,575	4,849		1,951	24,455
	3,800	69,769	1,464	60,249	9,322	7,345	11,771	20,552		4,315	44,694
	9,991	339,026	9,652	299,490	-11,137	31,570	38,442	60,892	18,337	19,374	240,486
			1,006,039	22,464							
		20,181	1,237	27,283		2,412	1,767	1,469	340		2,701
	3,820	16,686	316	4,432	965	4,319	589	3,012	14	518	12,502
	47	7,740	94	790	212	523	876	375	400	180	734
	110	2,001	118	423	3	786	473	569	107	2	148
	181	6,971	81	6,353	452	548	555	343	204	206	2,072
	2,766	2,390		5,227	25	2,433	1,238	1,509	1,043	26	572
	1,198	38,626	1,158	35,939	4,936	3,788	4,613	7,307	2,188	2,325	28,858
								168			105,121
	142	2,667	65,368	3,994	15	311			245		592
	205	29,417	10,066			10,028	84,341	95,514			3,606
	18,460	465,705	1,094,129	411,395	47,745	56,718	132,894	171,158	22,778	22,671	397,392
86		3,350	(10,139)		(9,873)	40,952	(1,250)		62	(4,529)	7,338
					9,697	(38,127)				4,529	(7,338)
1,273	200	21,178	156,097		387	2,000			(62)		
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
1,359	200	24,528	125,958		211	4,825	(1,250)				

AGENDA ITEM # II-C. (Continued)

<u>Fund 27</u>	<u>Fund 28</u>	<u>Fund 32</u>	<u>Fund 33</u>	<u>Fund 34</u>	<u>Fund 36</u>	<u>Fund 37</u>	<u>Fund 39</u>	<u>Fund 40</u>	<u>Fund 44</u>	<u>Totals</u>	
<u>Senior</u>	<u>CSBG</u>	<u>Iron Co.</u>	<u>Habitat for</u>	<u>Friends of the</u>	<u>New Choices</u>	<u>St. George Down</u>	<u>Critical Needs</u>	<u>TANF</u>	<u>Mutual</u>	<u>(Memorandum Only)</u>	
<u>Companion</u>		<u>RPO</u>	<u>Humanity</u>	<u>Volunteer Center</u>	<u>Waiver</u>	<u>Payment Assmce</u>	<u>Housing</u>	<u>Program</u>	<u>Self Help</u>	<u>June 30, 2014</u>	<u>June 30, 2013</u>
\$ 5,500	\$	\$	\$	\$	\$ 357,733	\$	\$ 20,000	\$	\$	\$ 1,652,711	\$ 1,618,666
92,562	319,330					122,271		88,079	75,459	4,544,830	4,430,157
										318,093	276,037
12,850		31,429		24,842						408,750	389,478
1,500	(12,880)				12,570	(8,687)		1,327		(70,122)	8,854
2,606			5,324							458,166	402,907
115,018	306,450	31,429	5,324	24,842	370,303	113,584	20,000	89,406	75,459	7,312,428	7,126,099
5,197	49,724	3,769						265	12,334	402,226	395,996
13,459		13,839		15,937	140,176	8,729	1,887	10,939	11,799	831,347	849,558
	37,115				18,387					448,045	415,451
1,554					6,957					215,554	194,007
2,084	8,362	1,054		1,402	14,552	959	182	1,170	2,337	177,343	178,073
3,417	15,073	1,482			24,124	1,595	301	1,854	3,792	286,877	263,579
9,508	24,321	6,168			28,194	4,359	89	484	7,002	581,903	545,626
35,219	134,595	26,312		17,339	232,390	15,642	2,459	14,712	37,264	2,943,295	2,842,290
										1,174,219	1,162,984
										17,652	16,900
1,767	4,231	506	3,587	2,408	4,468				410	139,592	128,337
521	10,193	757		2,748	11,077	65			5,244	154,277	154,843
528	2,162	218	851	315	1,284	252			609	31,390	32,350
425	315	1	682		251	2			24	15,391	16,126
480	2,377	341	40	347	4,189	155			918	42,501	42,574
1,277	4,237	80	15	1,685	648				675	37,249	40,678
4,226	16,392	3,157			24,752	1,877		1,926	4,472	286,864	246,551
					31,192				22,000	188,568	185,581
					453		17,541		1,843	114,435	90,355
	2,462	16								424,492	371,519
108,691	129,486				17	95,591		72,768	2,000	1,643,669	1,775,074
153,144	306,450	31,388	5,175	24,842	310,723	113,584	20,000	89,406	75,459	7,213,594	7,106,162
(38,126)		41	149		59,580					98,834	19,937
38,126											
		(59)	(160)							752,793	732,856
\$	\$	\$ (18)	\$ (11)	\$	\$ 59,580	\$	\$	\$	\$	\$ 851,627	\$ 752,793

AGENDA ITEM # IV-A.

ARTICLES OF INCORPORATION

OF

"Draft"

**COLOR COUNTRY FOUNDATION, INC.
a nonprofit corporation**

KNOW ALL PERSONS BY THESE PRESENTS, that the undersigned, residents of the State of Utah, do hereby file these Articles of Incorporation for the purpose of forming a corporation under the Revised Non-Profit Corporation Act of the State of Utah (Title 16, Chapter 6a, U.C.A.) and for that purpose adopt the following charter and articles to-wit:

ARTICLE I

Corporate Name

The name of this corporation shall be:

COLOR COUNTRY FOUNDATION, INC.

A NONPROFIT CORPORATION

Color Country Foundation, Inc. is organized as a non-profit corporation.

ARTICLE II

General Purpose - Charitable Goals - Duration

This is a nonprofit corporation organized solely for general charitable, eleemosynary and educational purposes pursuant to the Revised General Nonprofit Corporation Act of the State of Utah. This corporation does not contemplate pecuniary gain or profit to the members thereof, is organized for nonprofit purposes, and shall be "perpetual", unless dissolved as provided by law.

ARTICLE III

Specific Purposes

The specific and primary purposes for which this corporation is formed are:

- a) To provide support to the various missions of the Five County Association of Governments (FCAG), a political subdivision of the State of Utah established under provisions of the Interlocal Cooperation Act. These missions include services to

AGENDA ITEM # IV-A. (Continued)

elderly and low income individuals and families, planning and technical assistance to local governments (cities, towns, and counties) and help to businesses for the purpose of creating jobs.

- b) The corporation shall have and be able to exercise all the general powers enumerated in Title 16, Chapter 6a and conferred on nonprofit corporations under the laws of Utah, including the power to contract, rent, buy or sell personal or real property, provided, however, that this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the primary purposes of this corporation.
- c) Notwithstanding any other provision herein, no substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

ARTICLE IV

Initial Office and Agent

The principal office for the transaction of the business of this corporation shall be located at (James Matson's office), Kanab, County of Kane, State of Utah. The name and address of the corporation's initial registered agent and the agent's address is as follows:

James Matson (or another person)
Utah 84

ARTICLE V

Initial Governing Board of Directors and Incorporators

The powers of this corporation shall be exercised, its properties controlled, and its affairs conducted by a governing board of not fewer than fifteen (15) persons, to be known as the Board of Directors. Except as provided herein, the number of Directors and the corporation's General Rules regarding the manner to conduct the internal affairs of this organization shall be established in the Bylaws.

The Board of Directors for the Color Country Foundation shall be the same members as the Governing Board of the Five County Association of Governments and will be selected as follows:

AGENDA ITEM # IV-A. (Continued)

Fifteen Members of the Board of Directors: The nine (different number?) county representatives will include three (different number?) county commissioners from Beaver, Garfield, Iron, Kane and Washington Counties and two council members and the County Executive from ____ (Washington?) (Washington and Iron Counties?) County.

ARTICLE VI

Membership – Voting

The corporation will not have voting members and will not issue shares.

ARTICLE VII

Irrevocable Dedication of Assets to Charitable Purposes

The property of this corporation is irrevocably dedicated to charitable, eleemosynary and educational purposes and no part of the net income or assets of this corporation shall ever inure to the benefit of any director; officer or member thereof or to the benefit of any private persons. Upon the dissolution or winding up of the corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for charitable, eleemosynary or educational purposes and which has established its tax exempt status under Section 501(c)(3) of the Internal Revenue Code.

If this corporation holds any assets in trust, or the corporation is formed for charitable purposes, such assets shall be disposed of in such manner as may be directed by decree of the Fifth Judicial District Court, Washington County, upon petition therefor by the Attorney General or by a person concerned in the liquidation, in a proceeding to which the Attorney General is a party. (questions re: this paragraph, wind up, etc.).

ARTICLE VIII

Private Property

The private property of the members of the Corporation shall not be liable for the Corporation's obligations.

AGENDA ITEM # IV-A. (Continued)

IN WITNESS THEREOF, the undersigned, being the Incorporator has executed these Articles of Incorporation.

STATE OF UTAH)
 :SS.
COUNTY OF KANE)

The undersigned persons, being first duly sworn, deposed and states: that each has read the above and forgoing Articles of Incorporation and know the contents thereof and that the same are true to the best of our knowledge, except to those matters stated on information and belief and as to those matters I believe them to be true.

Subscribed and sworn to before me this ____ of June, 2015.

Notary Public

ACCEPTANCE AND VERIFICATION OF REGISTERED AGENT

Mr. _____, as the appointed agent for COLOR COUNTRY FOUNDATION, INC., A NON-PROFIT CORPORATION does hereby accept the appointment of Registered Agent for said association.

Registered Agent
Color Country Foundation, Inc.

AGENDA ITEM # IV-B.

BYLAWS

OF

COLOR COUNTRY FOUNDATION, INC.

"Draft"

**ARTICLE 1
OFFICE**

SECTION 1. PRINCIPAL OFFICE

The principal office of the corporation is located in Kane County, State of Utah.

SECTION 2. CHANGE OF ADDRESS

The designation of the county or state of the corporation's principal office may be changed by amendment of these Bylaws. The Board of Directors may change the principal registered agent office location within Kane County and such changes of address shall not be deemed, nor require, an amendment of these Bylaws. Any change of registered agent address or registered agent shall be filed by the executive director or chairperson of the Board of Directors of this corporation with the State of Utah Department of Commerce.

SECTION 3. OTHER OFFICES

The corporation may also choose to have offices at such places, within or without its state of incorporation, where it is qualified to do business, as its business and activities may require, and as the Board of Directors may, from time to time, designate.

**ARTICLE 2
NONPROFIT PURPOSES**

SECTION 1. TAX EXEMPT PURPOSE CLAUSE

This corporation is organized exclusively for one or more of the purposes as specified in Section 501 (c) (3) of the Internal Revenue Code, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501 (c) (3) of the Internal Revenue Code.

SECTION 2. SPECIFIC OBJECTIVES AND PURPOSES

The specific and primary purpose of this organization shall be:

To provide support to the various missions of the Five County Association of Governments (FCAG), a political subdivision of the State of Utah established under provisions of the Interlocal Cooperation Act. These missions include services to elderly and low income individuals and

AGENDA ITEM # IV-B. (Continued)

families, planning and technical assistance to local governments (cities, towns, and counties) and help to businesses for the purpose of creating jobs.

ARTICLE 3 DIRECTORS

SECTION 1. NUMBER

The corporation shall have fifteen (15) directors and collectively they shall be known as the Board of directors.

SECTION 2. QUALIFICATIONS

Directors shall be 18 years or older. Other qualifications for Directors of this corporation shall be as follows:

The powers of this corporation shall be exercised, its properties controlled, and its affairs conducted by a governing board of fifteen (15) persons, to be known as the Board of Directors. Except as provided herein, the number of Directors and the corporation's General Rules regarding the manner to conduct the internal affairs of this organization shall be established in the Bylaws.

The Board of Directors for the Color Country Foundation shall be comprised of the same members as the Governing Board of the Five County Association of Governments, namely, Beaver, Garfield, Iron, Kane and Washington Counties, and will be selected as follows:

County Representatives to the Board of Directors: Each of the five counties – Beaver, Garfield, Iron, Kane and Washington Counties -- shall be entitled to nominate to and have three (3) representatives from their individual county serve on the Board of Directors of the corporation at the same time.

SECTION 3. POWERS

Subject to the provisions of the laws of the State of Utah and any limitations in the Articles of Incorporation and these Bylaws relating to action required or permitted to be taken or approved by the members, if any, of this corporation, the activities and affairs of this corporation shall be conducted and all corporate powers shall be exercised by or under the direction of the Board of Directors.

SECTION 4. DUTIES

It shall be the duty of the Board of Directors to:

(a) Perform any and all duties imposed on them collectively or individually by law, by the Articles of Incorporation, or by these Bylaws;

AGENDA ITEM # IV-B. (Continued)

(b) Appoint and remove, employ and discharge, and, except as otherwise provided in these Bylaws, prescribe the duties and fix the compensation, if any, of all officers, agents and employees of the corporation;

(c) Supervise all officers, agents and employees of the corporation to assure that their duties are performed properly;

(d) Meet at such times and places as required by these Bylaws;

(e) Register their addresses with the executive director of the corporation, or chairperson of the Board of Directors, if necessary, and notices of meetings mailed to them at such addresses shall be valid notices thereof.

SECTION 5. TERM OF OFFICE, AND INITIAL BOARD TERMS

Each Director shall hold office for a period of three (3) years or until his or her successor is elected and qualifies. Directors are not prohibited from succeeding themselves.

Initial Board member terms shall be staggered such that five new (or possibly reappointed) Board members will join the Board of Directors at the beginning of the Board term; specifically, five Board members of the initial Board of Directors shall have three (3) year terms, and five members shall have two (2) year terms, and five shall have one (1) year terms. At the end of the initial Board year, and when the one (1) year terms expire, new Board members may be appointed at that time. This process will allow for the Board of Directors to be strong, sustainable and able to bring on and quickly integrate new members.

SECTION 6. COMPENSATION

Directors shall serve without compensation except that they shall be allowed reasonable reimbursement of expenses incurred in the performance of their duties for the corporation. These reimbursements may not be used as incentives to individuals for serving on the Board.

SECTION 7. PLACE OF MEETINGS

Meetings shall be held at the principal office of the corporation unless otherwise provided by the Board of Directors or at such other place as may be designated from time to time by resolution of the Board of Directors.

SECTION 8. REGULAR MEETINGS

Regular meetings of the Board of Directors will, as necessary, be held ...

BRAG meets bi-monthly on the fourth Tuesday of the month at 1:00 p.m. (Bryan, how shall we do this?)

AGENDA ITEM # IV-B. (Continued)

SECTION 9. SPECIAL MEETINGS

Special meetings of the Board of Directors may be called by the Chairperson or Chair-Elect of the Board of Directors, by any two Directors, or by the persons specifically authorized under the laws of the State of Utah to call special meetings of the Board of Directors. Such meetings shall be held at the principal office of the corporation or, if different, at the place designated by the person or persons calling the special meeting.

SECTION 10. NOTICE OF MEETINGS

Unless otherwise provided by the Articles of Incorporation, these Bylaws, or provisions of law, the following provisions shall govern the giving of notice for meetings of the Board of Directors:

Regular meetings. No notice need be given of any regular meeting of the Board of Directors. See Section 8, above.

(a) Special meetings. At least one week prior notice shall be given by the executive director, Chairperson, Chair-Elect, or other Director of the corporation to each member of the Board of Directors of each special meeting of the Board of Directors. Such notice must be written and may be given or sent personally by hand-delivery, by first class mail, by telephone (text, email), by facsimile transmission, by electronic mail (e-mail) or by other regularly acceptable computer or electronic transmission, and shall state the place, date and time of the meeting and the matters proposed to be acted upon at the meeting. In the case of facsimile, telephone, e-mail or other electronic notification, it is the obligation of the member of the Board of Directors to be contacted to acknowledge personal receipt of said notice by return message, transmission or telephone call within twenty-four hours of the transmission.

(b) Waiver of Notice. Whenever any notice of a meeting is required to be given to any Director of this corporation under provisions of the Articles of Incorporation, these Bylaws, or the laws of the State of Utah, a waiver of notice in writing signed by the Director, whether before or after the time of the meeting, shall be equivalent to the giving of such notice.

(c) Written Resolution. The Board of Directors may act without convening in general or special meeting by written resolution.

SECTION 14. VACANCIES

Vacancies on the Board of Directors shall exist (1) on the death, resignation or retirement from public office of any Director, and (2) whenever the number of authorized Directors is increased by action of the Board of Directors.

Any Director may resign effective upon giving notice to the Chairperson of the Board of Directors, the executive director, or the Board of Directors, unless the notice specifies a later time for the effectiveness of such resignation.

AGENDA ITEM # IV-B. (Continued)

A person appointed to fill a vacancy on the Board of Directors shall hold office until the next election of the Board of Directors or until his or her death, resignation or retirement from public office consistent with Article 3, Section 2 of these Bylaws.

SECTION 15. NON-LIABILITY OF DIRECTORS

The Directors shall not be personally liable for the debts, liabilities, or other obligations of the corporation.

SECTION 16. INDEMNIFICATION BY CORPORATION OF DIRECTORS AND OFFICERS

The Directors and Officers of the corporation shall be indemnified and held harmless by the corporation to the fullest extent permissible under the laws of the State of Utah.

SECTION 17. INSURANCE FOR CORPORATE AGENTS

Except as may be otherwise provided under provisions of law, the Board of Directors hereby adopts a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the corporation (including a director, officer, employee or other agent of the corporation) against liabilities asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, whether or not the corporation would have the power to indemnify the agent against such liability under the Articles of Incorporation, these Bylaws or provisions of the law.

ARTICLE 4 OFFICERS

SECTION 1. DESIGNATION OF OFFICERS

The officers of the corporation shall be as follows: (a) Chairperson of the Board of Directors, (b) Chair-Elect of the Board of Directors, (c) Secretary of the Board of Directors. These three officers shall comprise the Executive Committee of the Board of Directors. Additional Officers of the corporation will include an executive director and financial controller; these two officers are not members of the Board of Directors but shall serve at the pleasure of the Board of Directors. The corporation may also have other such officers with such titles as may be determined from time to time by the Board of Directors.

SECTION 2. ELECTION AND TERM OF OFFICE

Officers of the Board of Directors shall be elected by the Board of Directors at the Board's January meeting, and each Officer shall hold office until his or her successor shall be elected and qualified. The executive director and controller shall continue to hold office until the Board of Directors deems it to be otherwise.

AGENDA ITEM # IV-B. (Continued)

SECTION 3. REMOVAL AND RESIGNATION

Any officer may be removed, either with or without cause, by the Board of Directors, at any time. Any officer may resign at any time by giving written notice to the Board of Directors or to the chairperson of the corporation. Any such resignation shall take effect at the date of receipt of such notice or at any later date specified therein, and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. The above provisions of this section shall be superseded by any conflicting terms of a contract which has been approved or ratified by the Board of Directors relating to the employment of any officer of the corporation.

SECTION 4. VACANCIES

Any vacancy caused by the death, resignation, removal, disqualification, or otherwise, of any officer shall be filled by the Board of Directors. In the event of a vacancy in any office other than that of executive director or controller, such vacancy may be filled temporarily by appointment by the Board of Directors. Vacancies occurring in offices or officers appointed at the discretion of the Board of Directors may or may not be filled as the Board of Directors shall determine.

SECTION 5. DUTIES OF EXECUTIVE DIRECTOR.

The executive director shall be the chief executive officer ("C.E.O.") of the corporation and shall, subject to the control of the Board of Directors, supervise and control the affairs of the corporation and the activities of the staff. She or he shall perform all duties incident to her or his office and such other duties as may be required by law, by the Articles of Incorporation, or by these Bylaws, or which may be determined from time to time by the Board of Directors. He or she will assure compliance with the laws and regulations applicable to the corporation's nonprofit and tax-exempt status. Except as otherwise expressly provided by law, by the Articles of Incorporation, or by these Bylaws, he or she shall, in the name of the corporation, execute such deeds, mortgages, bonds, contracts, checks, or other instruments which may from time to time be authorized by the Board of Directors.

The executive director shall also:

Certify and keep at the principal office of the corporation the original, or a copy, of these Bylaws as amended or otherwise altered to date.

Keep at the principal office of the corporation or at such other place as the Board of Directors may determine, a book of minutes of all meetings of the Directors, and, if applicable, meetings of committees of Directors, recording therein the time and place of holding, whether regular or special, how called, how notice thereof was given, the names of those present or represented at the- meeting, and the proceedings thereof.

See that all notices are duly given in accordance with the provisions of these Bylaws, or as required by law.

Be custodian of the records and of the seal of the corporation, if any, and affix the seal, as authorized by law or the provisions of these Bylaws, to duly executed documents of the corporation.

AGENDA ITEM # IV-B. (Continued)

Exhibit at all reasonable times to any Director of the corporation, or to her or his agent or attorney, on request therefor, the Bylaws and the minutes of the proceedings of the Directors of the corporation.

Assure the corporation maintains a current registered agent and registered agent's address.

In general, perform all duties incident to the office of executive director and such other duties as may be required by law, by the Articles of Incorporation, or by these Bylaws, or which may be assigned to him or her from time to time by the Board of Directors.

SECTION 6. DUTIES OF CONTROLLER

The controller shall:

Have charge and custody of, and be responsible for, all funds and securities of the corporation, and deposit all such funds in the name of the corporation in such banks, trust companies, or other depositories as shall be selected by the Board of Directors.

Receive, and give receipt for, monies due and payable to the corporation from any source whatsoever.

Disburse, or cause to be disbursed, the funds of the corporation as may be directed by the Board of Directors and authorized by the executive director, taking proper vouchers for such disbursements.

Keep and maintain adequate and correct accounts of the corporation's properties and business transactions, including accounts of its assets, liabilities, receipts, disbursements, gains and losses.

Exhibit at all reasonable times the books of accounts and financial records to any officer or trustee of the corporation, or to his or her agent or attorney, on request therefor.

Render to the executive director and Board of Directors, whenever requested, an account of any or all of his or her transactions as treasurer, financial analyst or controller and of the financial condition of the corporation.

Prepare, or cause to be prepared, and certify, or cause to be certified, the financial statements to be included in any required reports.

Assure compliance with laws and regulations applicable to the corporation's nonprofit and tax-exempt status, requesting outside assistance if necessary.

In general, perform all duties incident to the office of controller and such other duties as may be required by law, by the Articles of Incorporation of the corporation, or by these Bylaws, or which may be assigned to him or her from time to time by the Board of Directors.

AGENDA ITEM # IV-B. (Continued)

SECTION 7. COMPENSATION

The salaries of the executive director and controller shall be fixed from time to time by resolution of the Board of Directors. In all cases, any salaries received by the executive director and controller of this corporation shall be reasonable and given in return for services actually rendered to or for the corporation.

**ARTICLE 5
EXECUTION OF INSTRUMENTS, DEPOSITS AND FUNDS**

SECTION 1. EXECUTION OF INSTRUMENTS

The Board of Directors, except as otherwise provided in the Bylaws, may by resolution authorize any officer or agent of the corporation to enter into any contract or execute and deliver any instrument in the name of and on behalf of the corporation, and such authority may be general or confined to specific instances. Unless so authorized, no officer, agent, or employee shall have any power or authority to bind the corporation by any contract or engagement or to pledge its credit or to render it liable monetarily for any purpose or in any amount.

SECTION 2. CHECKS AND NOTES

Except as otherwise specifically determined by resolution of the Board of Directors, or as otherwise required by law, checks, drafts, promissory notes, orders for the payment of money, and other evidence of indebtedness of the corporation shall be signed by approved signatories.

SECTION 3. DEPOSITS

All funds of the corporation shall be deposited from time to time to the credit of the corporation in such banks, trust companies, credit unions, or other depositories as the Board of Directors may select. Funds may be held in either or both a checking and savings account.

SECTION 4. GIFTS

Only the executive director and controller may accept on behalf of the corporation any contribution, gift, bequest, or device for the nonprofit purposes of the corporation and give receipt and valuations thereof in order to ensure compliance with restrictions which may be associated with a gift. Gifts of real property and all other tangible and intangible property which may have contingent obligations are subject to approval by the Board of Directors.

**ARTICLE 6
CORPORATE RECORDS, REPORTS AND SEAL**

SECTION 1. MAINTENANCE OF CORPORATE RECORDS

The corporation shall keep at its principal office:

AGENDA ITEM # IV-B. (Continued)

(a) Minutes of all meetings of the board of Directors, indicating the time and place of holding such meetings, whether regular or special, how called, the notice given, and the names of those present and the proceedings thereof;

(b) Adequate and correct books and records of accounts, including accounts of its properties and business transactions and accounts of its assets, liabilities, receipts, disbursements, gains and losses;

(c) A copy of the corporation's Articles of Incorporation and Bylaws as amended to date, which shall be open to inspection by the members, if any, of the corporation at all reasonable times during office hours and documentation pertaining to its nonprofit and tax-exempt status.

SECTION 2. CORPORATE SEAL

The Board of Directors may adopt, use, and own a corporate seal. Such seal shall be kept at the principal office of the corporation. Failure to affix the seal to corporate instruments, however, shall not affect the validity of any such instrument.

SECTION 3. DIRECTOR'S INSPECTION RIGHTS

Every officer or Director shall have the right at any reasonable time, for proper purposes, to inspect and copy all books, records and documents of every kind and to inspect the physical properties of the corporation and shall have such other rights to inspect the books, records and properties of this corporation as may be required under the Articles of Incorporation, other provisions of these Bylaws, and provisions of law.

SECTION 4. RIGHT TO COPY AND MAKE EXTRACTS

Any inspection authorized under the provisions of this Article may be made in person or by agent or attorney and the right to inspection shall include the right to copy and make extracts.

SECTION 5. PERIODIC REPORT

The officers shall cause any annual or periodic report required under law to be prepared and delivered to an office of this state to be so prepared and delivered within the time limits set by law.

ARTICLE 7 IRC 501 (c) (3) TAX PROVISIONS

SECTION 1. LIMITATIONS ON ACTIVITIES

No substantial part of the activities of this corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation (except as otherwise provided by Section 501 (h) of the Internal Revenue Code), and this corporation shall not participate in, or

AGENDA ITEM # IV-B. (Continued)

intervene in (including the publishing or distribution of statements), any political campaign on behalf of, or in opposition to, any candidate for public office.

Notwithstanding any other provisions of these Bylaws, this corporation shall not carry on any activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501 (c) (3) of the Internal Revenue Code, or (b) by a corporation, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code.

SECTION 2. PROHIBITION AGAINST PRIVATE INUREMENT

No part of the net earnings of this corporation shall inure to the benefit of, or be distributable to, its members, Directors, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and empowered and to make payments and distributions in furtherance of the purposes of this corporation.

SECTION 3. DISTRIBUTION OF ASSETS

Upon the dissolution of this corporation, its assets remaining after payment, or provision for payment, or all debts and liabilities of this corporation shall be distributed for one or more exempt purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code or shall be distributed to the federal government, or to a state or local government, for a public purpose. Such distribution shall be made in accordance with all applicable provisions of the laws of the State of Utah.

SECTION 4. PRIVATE FOUNDATION REQUIREMENTS AND RESTRICTIONS

In any taxable year in which this corporation is a private foundation as described in Section 509 (a) of the Internal Revenue Code, the corporation 1) shall distribute its income for said period at such time and manner as not to subject it to tax under Section 4942 of the Internal Revenue Code; 2) shall not engage in any act of self-dealing as defined in Section 4941(d) of the Internal Revenue Code; 3) shall not retain any excess business holdings as defined in Section 4943(c) of the Internal Revenue Code; 4) shall not make any investments in such manner as to subject the corporation to tax under Section 4944 of the Internal Revenue Code; and 5) shall not make any taxable expenditures as defined in Sections 4945(d) of the Internal Revenue Code.

ARTICLE 8 CONFLICT OF INTEREST

SECTION 1. PURPOSE

The purpose of the conflict of interest policy is to protect this tax-exempt organization's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of this corporation or tax-exempt organization or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

AGENDA ITEM # IV-B. (Continued)

SECTION 2. DEFINITION

A. Interested Person. Any director, principal officer, or member of a committee with governing Board-delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

B. Financial Interest. A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

(1) An ownership or investment interest in any entity with which this corporation or tax-exempt organization has a transaction or arrangement,

(2) A compensation arrangement with this corporation or tax-exempt organization or with any entity or individual with which this corporation or tax-exempt organization has a transaction or arrangement, or

(3) A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which this corporation or tax-exempt organization is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are substantial.

A financial interest is not necessarily a conflict of interest. Under Section 3, part B, a person who has a financial interest may have a conflict of interest only if the governing Board decides that a conflict of interest exists.

SECTION 3. PROCEDURES

A. Duty to Disclose. In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the Directors.

B. Determining Whether a Conflict of Interest Exists. After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing Board meeting while the determination of a conflict of interest is discussed and voted upon. The remaining Board of Directors or committee members shall decide if a conflict of interest exists.

C. Procedures for Addressing the Conflict of Interest.

(1) An interested person may make a presentation to the governing Board of Directors, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.

AGENDA ITEM # IV-B. (Continued)

(2) The chairperson of the governing Board of Directors shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.

(3) After exercising due diligence, the governing Board of Directors shall determine whether this corporation or tax-exempt organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.

(4) If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing Board of Directors shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in this corporation or tax-exempt organization's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

D. Violations of the Conflicts of Interest Policy.

(1) If the governing Board of Directors has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

(2) If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing Board of Directors determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

SECTION 4. RECORDS OF PROCEEDINGS

The minutes of the governing Board of Directors and all committees with Board-delegated powers or responsibilities shall contain:

A. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing Board of Directors' or committee's decision as to whether a conflict of interest in fact existed.

B. The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

AGENDA ITEM # IV-B. (Continued)

**ARTICLE 9
AMENDMENT OF BYLAWS**

SECTION 1. AMENDMENT

These Bylaws may be altered, amended, or repealed and new Bylaws adopted by approval by a majority of the Board of Directors currently in office, except as may otherwise be specified under provisions of law.

**ARTICLE 10
CONSTRUCTION AND TERMS**

If there is any conflict between the provisions of these Bylaws and the Articles of Incorporation of this corporation or tax-exempt organization, the provisions of the Articles of Incorporation shall govern.

Should any of the provisions or portions of these Bylaws be held unenforceable or invalid for any reason, the remaining provisions and portions of these Bylaws shall be unaffected by such holding.

All references in these Bylaws to a section or sections of the Internal Revenue Code shall be to such sections of the Internal Revenue Code of 1986 as amended from time to time, or to corresponding provisions of any future federal tax code.

[THE REMAINDER OF THIS PAGE LEFT INTENTIONALLY BLANK.]

AGENDA ITEM # IV-B. (Continued)

ADOPTION OF BYLAWS

We, the undersigned, are all of the initial Directors (and/or Incorporators) of this corporation, and we consent to, and hereby do, adopt the foregoing Bylaws, consisting of preceding pages, as the Bylaws of this corporation.

NAME

Dated: _____

AGENDA ITEM # VII-A.
FIVE COUNTY ASSOCIATION OF GOVERNMENTS
OUT OF STATE TRAVEL AUTHORIZATION REQUEST

Employee Name: Amy Brinkerhoff Date: 5/4/2015

Pursuant to the Five County Association of Governments personnel policies and procedures, I am requesting authorization to travel out of state for the following purposes:

PURPOSE OF TRAVEL:

Each year the Center for Medicare and Medicaid Services presents National Training Workshops across the country for SHIP and SMP Staff to provide further training on current Medicare topics. This year, the regional conference will be held in Garden Grove California. Since I am a new coordinator, the state director has strongly recommended that I attend and will reimburse up to \$1500 for the cost of attendance. Attached is a letter from Darren Hotten, the state director, stating what costs they will reimburse. Registration is not open yet so I have included the agenda from last year's conference as a template for the agenda for this year. Attending this conferece will give me the opportunity to learn from experts in a field that is often complicated and constantly changing.

PLEASE ATTACH SUPPORTING DOCUMENTATION

Estimated Travel Costs:

Airfare/Surface Transportation	:	<u>\$264.00</u>
Lodging	<u>3</u> Nights @ <u>\$139.00</u>	: <u>\$417.00</u>
Per Diem	<u>3</u> Days @ <u>\$45.00</u>	: <u>\$135.00</u>
Registration Fees	<u>2</u> Days	: <u>\$0.00</u>
Other Costs:	:	<u> </u>

Explanation of other costs:

Refer to attached documentation. Division of Aging & Adult Services to cover costs.

TOTAL ESTIMATED TRAVEL COSTS: : \$816.00

Source of travel funds: SHIIP, to be reimbursed by State SHIIP funds

Budget line item: _____

CFO Signature: _____ Date: _____

DEPUTY OR EXECUTIVE DIRECTOR JUSTIFICATION OF TRAVEL REQUEST:

In October of this past year, when the previous SHIP/SMP Coordinator left the agency; Amy was moved into this position and given additional responsibility in the administration of these programs; which included program reports to the Division of Aging & Adult Services (DAAS). As a new coordinator, this conference will provide Amy with important guidance related to the apporprate management of the programs; including the rules and regulations associated with the operation of these programs. As noted, in the attached e-mail, Darren Hotten with DAAS also recommends that Amy attend this conference and the funds to cover the cost of the training will be reimbursed by the State and not from our program budget.

Deputy Director Signature: *C Schonlau* Date: 5-5-15

Executive Director Signature: *[Signature]* Date: 06 may 15

Steering Committee Chair Signature: _____ Date: _____

AGENDA ITEM # VII-A. (Continued)

Amy Brinkerhoff

From: Darren Hotton DHS <dhotton@utah.gov>
Sent: Tuesday, March 24, 2015 9:11 AM
To: Amy Brinkerhoff; Carrie Schonlaw; Lisa Romero; Sandy Whalin; Bonnie Lewis; Scott McBeth
Subject: Fwd: Save-the-Date 2015 National Training Program Workshop

Dear Carrie, Sandy and Scott

This year I am covering the trip to the CMS train the trainer in Garden Grove California. Since your SHIP/SMP coordinators are new they are the ones that are going this year. My office will reimburse your agency up to \$1500.00 (flight, hotel, per Diem and mileage). You will submit the receipts to our office along with your normal AAA reimbursement requests. This will be a great opportunity for your new coordinators to learn Medicare policies and rules, network with other SHIP staff and ask questions to CMS experts. I will also be attending this training. If you have any questions, please don't hesitate to call or email. If for some reason your coordinator cannot attend please tell me ASAP, so I can give to another coordinator. Congratulations Amy, Lisa, and Bonnie.

Darren

----- Forwarded message -----

From: Higgins, Deborah D. (CMS/OC) <Deborah.Higgins@cms.hhs.gov>
Date: Tue, Mar 24, 2015 at 6:16 AM
Subject: Save-the-Date 2015 National Training Program Workshop
To: "Higgins, Deborah D. (CMS/OC)" <Deborah.Higgins@cms.hhs.gov>

 **National Training Program** 

Save-the-Date

2015 National Training Program Workshop

AGENDA ITEM # VII-A. (Continued)

Registration for the 2015 CMS National Training Program (NTP) Workshops will open in late June 2015. You'll receive more information via email as it becomes available, including directions to register and hotel information. Below are the *tentative* locations/dates for the Workshops. You're are invited to attend in the location of your choice.

- Baltimore, MD – August 5-6, 2015 (Co-hosted by the CMS Philadelphia Regional Office and Central Office)
- St. Louis, MO – August 10-11, 2015 (Co-hosted by the CMS Chicago and Kansas City Regional Offices)
- Dallas, TX August 18-19, 2015 (Co-hosted by the CMS Dallas and Atlanta Regional Offices)
- Garden Grove, CA – August 24-25, 2015 (Co-hosted by the CMS Denver, San Francisco and Seattle Regional Offices)
- Freeport, ME – September 1-2, 2015 (Hosted by the CMS Boston Regional Office)

We're also excited to offer some new things this year:

- Five national workshops
- Some new cities
- 2 Full Days
- 2 Tracks (Basic and Advanced)
- Free WiFi in breakout rooms
- GREEN "materials. The NTP Training Workbooks/Meeting Materials will be available for download on the registration website prior to the workshops. If you want a hard copy, you'll have access to download and print the materials in your choice of format (handouts, notes pages, or workbooks). Otherwise, you can download the materials to your tablet, laptop or on a USB.

What will we cover?

- Both high-level and detailed information about key aspects of the Medicare program
- A "Current Topics" session to raise awareness of program changes and innovations
- Casework exercises and activities
- Networking opportunities with CMS staff and other partners who share your commitment
- The agenda's will be posted when registration opens.

Note: The New York Regional Office will conduct 1-day local workshops in New York and New Jersey. Dates and locations to be determined.



2014 National Training Program Workshop



Westminster, Colorado • July 30 - August 1, 2014
DRAFT AGENDA

Wednesday, July 30, 2014		
7:00 a.m.	Registration	
9:00 a.m.	Medicare Basics A&B	
10:30 a.m.	Break	
10:45 a.m.	Medicare Basics C&D	
11:45 a.m.	Lunch (On your own)	
1:00 p.m.	Welcome, Opening Remarks, and Overview of the National Training Program Materials and Icebreaker	
1:30 p.m.	Social Security and Medicare	
2:45 p.m.	Break	
3:00 p.m.	Medicare and the Marketplace	
4:00 p.m.	Helping Consumers Understand Health Insurance	
4:45 p.m.	Parking Lot/Debrief	
Thursday, July 31, 2014		
7:30 am	Registration	
8:00 a.m.	Current Topics	
9:45 a.m.	Break	
10:00 a.m.	Outreach and Training Best Practices	
11:15 a.m.	Lunch (On your own)	
12:30 a.m.	Interactive Review	
12:45 p.m.	Coordination of Benefits (Basic)	Casework Advanced (C/D)
2:00 p.m.	Medigap (Basic)	Casework Advanced (A/B)
3:15 p.m.	Break	
3:30 p.m.	Rights and Protections (Basic)	Casework Advanced (COB)
4:45 p.m.	Parking Lot/Debrief	
Friday, August 1, 2014		
8:30 a.m.	Registration	
9:00 a.m.	Plan Finder	
10:15 a.m.	Break	
10:30 a.m.	The Anatomy of A Fraud Case/ The Role of The Office of Inspector General	
11:45 p.m.	Parking Lot	
12:00 p.m.	Closing	