



IDAHO INDUSTRIAL COMMISSION

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COMMISSIONERS
Claire Sharp, Chair
Aaron White
Thomas E. Limbaugh

BRAD LITTLE, GOVERNOR

George Gutierrez, Director

**AGENDA FOR
COMMISSIONERS' ADMINISTRATIVE MEETING
On March 12, 2025 @ 10:00 a.m.
(Posted on March 10, 2025)**

1. **Action Item**: Minutes of March 5, 2025
2. Public Affairs: Amy Berg, Public Information Officer
 - a. **Information Item**: Bring Your Kid to Work Day
3. Benefits: Patti Vaughn, Benefits Administration Manager
 - a. **Information Item**: Benefits Subcommittee
4. IRIS: Ryan Linnarz, Project Manager
 - a. **Action Item**: Auto Signature Template language for Pro Se
 - b. **Action Item**: Auto Signature Template Language for Offsets
 - c. **Action Item**: Milestone 1: Employer Compliance Module: Document Storage Framework- Retention Rules
 - d. **Action Item**: Milestone 17: Benefits Module: Benefits Surety Report Card
5. Director's Report: George Gutierrez, Director
 - a. **Action Item**: ISIF MOU
 - b. **Information Item**: Legislative Session Update
6. **Action Item**: Executive Session under I.C. § 74-206(1)(b) to discuss personnel issues.
7. **Action Item**: Personnel Action
8. Adjournment

*If you wish to participate in this meeting, or if auxiliary aids or services are needed for individuals with disabilities, please contact Kamerron Slay at (208) 334-6017 or kamerron.slay@iic.idaho.gov
Public Attendees may comment at any time upon recognition by the Chair*