

## Board of Directors Regular Meeting

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Location: Hybrid

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Date: April 23, 2024

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Time: 5:30 PM

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### Minutes

#### **Board Members Present:**

Molly Gutilla, MS DrPH, Board President  
Julie Kunce Field, JD, Board Vice President  
Joseph Prows, MD MPH, Treasurer  
Erin Hottenstein, Assistant Treasurer  
John McKay, Secretary

#### **Also Present:**

Celeste Holder-Kling, Liaison to  
PVHS/UCHealth North  
Laura Walker, Human & Economic Health  
Director of Larimer County

#### **Staff Present:**

Liane Jollon, Executive Director  
Lorraine Haywood, Deputy Director  
Abby Worthen, Deputy Director  
Xochitl Fragoso, Interim Finance Director  
Chris Roth, IT Manager  
Dana Turner, Health Services Director  
Misty Manchester, HR Director  
Alyson Williams, PPRE Director  
Richard Cox, Communications Director  
Sean Kennedy, Digital Media Specialist  
Chris Sheafor, Support Services Director  
David Navas, Policy Analyst  
Jessica Shannon, Quality Improvement  
Projects Manager  
Lauren Jones, Executive Assistant

#### **I. Call To Order**

##### a. Roll Call Board of Directors

Director Molly Gutilla called the regular meeting to order at 5:35pm.

##### b. Welcome Guests & Attendees

Board President, Molly Gutilla, announced the departure of Celeste Holder-Kling from her role as Liaison to PVHS/UCHealth North. The Health District of Northern Larimer County board members thanked Celeste for

her years of dedication and service both as a board member and liaison.

c. Conflict of Interest Statement  
None.

d. Approval of Agenda  
Motion: To approve the agenda as presented.  
*Moved by Julie Kunce Field/Second by Joseph Prows/Carried Unanimously*

## **II. Public Comment**

None.

## **III. Presentations**

[Larimer County Community Behavioral Services Master Plan 2.0](#) - Laura Walker

Laura Walker, Human & Economic Health Director of Larimer County, presented on the "Community Master Plan for Behavioral Health."

## **IV. Executive Session**

Executive Session for the purposes of legal advice on the Health District of Northern Larimer County's oversight obligations and duties regarding Poudre Valley Hospital/UCHealth, in accordance with C.R.S. Section 24-6-402(4)(b).

Motion: To adjourn out of the regular meeting.  
*Moved by Erin Hottenstein/Second by Julie Kunce Field/Carried Unanimously*

Entered into Executive Session at 6:01 p.m.  
Return to Regular Meeting at 6:56 pm.

## **IV. Consent Agenda**

- a. February 27, 2024 Regular Meeting Minutes
- b. March 20, 2024 Joint Meeting Minutes
- c. HCPF Colorado Senior Dental Program Award

Motion: To approve the consent agenda, as presented  
*Moved by Joseph Prows/Second by John McKay/Carried Unanimously*

## **V. Action Items**

- a. Resolutions
  - 1. 2024-07 Adoption of a Compensation Policy for Directors

Xochitl Fragoso

Xochitl Fragoso, Interim Finance Director, presented Resolution 2024-07 to the board of directors to formally adopt a resolution for board of directors to receive compensation for meeting attendance (\$100 per meeting up to \$2,400 per year) for attending meetings as allowed by C.R.S Section 32-1-902(3). Xochitl Fragoso informed the board of the monthly procedure going forward.

A Board member asked for clarification around administrative burden related to the monthly procedure. Staff stated support for monthly procedure.

Motion: To adopt resolution 2024-07 Adoption of a Compensation Policy for Directors  
*Moved by: Joseph Prows/Second by Erin Hottenstein/Carried Unanimously*

## 2. 2024-08 Approving Signatories for All Financial Accounts Resolution

Xochitl Fragoso, Interim Finance Director, presented resolution 2024-08 to approve signatories for executing checks, fund transfers, automated clearing house transactions, and Certificates of Deposit. Staff explained this more streamlined best practice policy will replace multiple individual resolutions addressing signatory authorities for specific accounts and transactions.

Motion: To approve Resolution 2024-07 Adoption of a Compensation Policy for Directors and adopt resolution 2024-08 Approving Signatories for All Financial Accounts  
*Moved by Erin Hottenstein/ Second by Joseph Prows/Carried Unanimously*

### b. Introduce New Format for Board Financial Reports Xochitl Fragoso Reports & Review Jan, Feb & Mar 2024 Financials

Xochitl Fragoso, Interim Finance Director, presented January, February, and March 2024 Financial Statements for the board's review. Staff removed this item from consent agenda to provide a detailed walkthrough of the revised formats. The formats were designed to be easily understood, aiding the board in fulfilling their duty to monitor the organizations financial performance and inform future budgets.

Motion: To accept the financial reports as presented.

*Moved by Julie Kunce Field/Second by Joseph Prows/Carried Unanimously*

### c. Policy Updates from State Legislative Session David Navas/Alyson Williams

1. Staff presented the slate of bill positions taken by the Board Policy Committee for ratification or modification by the Board of Directors. Staff recommended that the Board ratify the positions taken. The Board ratified the positions.

Motion: To ratify the positions that the Board Policy Committee made on bills during their meetings on March 5<sup>th</sup>, March 26<sup>th</sup> and April 9<sup>th</sup>, 2024.

*Moved by Erin Hottenstein/Second by Joseph Prows/Carried Unanimously*

2. Staff presented SB24-116, regarding discounted care for indigent patients, which enhances the Hospital Discounted Care Program as well as allows for hospitals to be presumptive eligibility sites for Medicaid enrollment. A complete analysis of the bill was included in the Board packet. Staff recommended a support position. The Board took a support position.

Motion: To Support SB24-116: Discounted Care for Indigent Patients.

*Moved by Joseph Prows/Second by Julie Kunce Field/Carried Unanimously*

3. Staff summarized HB24-1438, regarding the enforcement of multiple drug affordability programs (i.e. price caps on insulin and epi-pens). Staff recommended a support position.

Motion: To Support HB24-1438: Implement Prescription Drug Affordability Programs

*Moved by Joseph Prows/Second by Erin/Carried Unanimously*

4. Staff highlighted the work of the state's Commission on Property Tax and the potential upcoming legislation addressing multiple aspects of property tax policy that could have an effect on the revenue of the Health District.
5. Finally, staff provided an overview of the adopted state budget for state fiscal year 2024-2025 as well as specific items of interest to the Health District and partner organizations.

d. Agreement for Special District Representation - Fort Collins URA Board Chris Sheafor

At the February board meeting, the Health District board indicated that none of the current members were available to serve on the Urban Renewal Authority board. The chair of the Library District board volunteered to represent the Special Districts. According to C.R.S. 31-25-104(2)(b) local districts must agree on their representation.

Motion: To agree that Matt Schild, current chair of Library District, will represent local special districts on the City of Fort Collins Urban Renewal Authority Board.

*Moved by Joseph Prows/Second by Molly Gutilla/Carried Unanimously*

e. Appoint Poudre Valley Hospital System Liaison Molly Gutilla

Current board member, John McKay, has been serving as assistant PVHS liaison alongside former board member and the current PVHS Liaison, Celeste Holder-Kling. Celeste has announced her departure from the role as PVHS Liaison.

Motion: To nominate John McKay as Poudre Valley Hospital System Liaison  
*Moved by Joseph Prows/Second by Erin Hottenstein/Carried Unanimously*

- f. May 2024 Regular Board Meeting Schedule Change Molly Gutilla  
Motion: To cancel the May 28<sup>th</sup> Regular Board Meeting due to strategic planning work sessions.  
*Moved by Joseph Prows/Second by Julie Kunce Field/Carried Unanimously*

**VII. Reports**

- a. Liaison to PVHS/UCHealth North Report Celeste Holder-Kling  
John McKay was welcomed as the new Liaison to PVHS/UCHealth North.
- b. Support Services Chris Sheafor  
Chris Sheafor, Support Services Director, presented on the Support Services Team. Support Services consists of 7 staff supporting facilities, IT, capital and major projects, board elections, records retention and storage. The department also plays a key role in supporting operational long-term planning.
- c. 2024 Organizational Strategic Planning Abby Worthen  
Deputy Director, Abby Worthen shared that in preparation for the Board of Directors organizational strategic planning retreat in May, Health District Leadership are facilitating the alignment of planning and budgeting timelines throughout 2024. The expected final output is a 2025 budget and accompanying programmatic priorities that reflect the Board's strategic vision. The 2024 Strategic Planning & Budget Timeline, as well as key Board dates for 2025 budget year planning were shared.
- d. Audit of Financial Statements for the Year Ending Dec. 31, 2023 Lorraine Haywood  
Deputy Director Lorraine Haywood shared the timeline for the audit of financial statements for the year ending December 31, 2023:
  - May 13, 2024 at 8:00 a.m. – Meeting with auditor(s) to include Board Treasurer, Assistant Treasurer
  - June 25, 2024 at 5:30 p.m. – Presentation by auditor(s) to full Board of Directors.
  - July 31, 2024 – Deadline to submit audit to the State Auditor
- e. Board of Directors Reports Board of Directors  
Director McKay shared his appreciation for how he has seen the Health District represented at community events. Director Hottenstein had a lunch meeting with Executive Director Jollon and Windsor Town Manager Shale Hale and also attended the WomenGive event hosted by the United Way of Larimer County.
- f. Executive Committee Update Molly Gutilla  
Director Gutilla shared that the board of directors engaged in pre-work for strategic planning.
- g. Executive Director Staff Report Liane Jollon

Executive Director Jollon shared that she will be attending fewer community meetings in the coming months to provide dedicated support to the Finance Team as they address staffing challenges.

## **VII. Announcements**

- a. May 15, 2024, 1:00 p.m. – Board Training & Strategic Planning
- b. May 16, 2024, 9:00 a.m. – Board Training & Strategic Planning
- ~~c. May 28, 2024, 5:30 p.m. – Regular Board of Directors Meeting – CANCELLED~~

## **VII. Executive Session**

If requested by the Board, for the purpose of receiving legal advice from counsel on specific legal questions in accordance with C.R.S. Section 24-6-402(4)(b); and for the Board to discuss personnel matters pursuant to C.R.S. Section 24-6-402(4)(f)(1).

Executive Session not requested.

## **IX. Adjournment**

Motion: To adjourn out of the regular meeting at 8:13 p.m.

*Moved by Erin Hottenstein/Second by Joseph Prows/Carried Unanimously*