



REMOTE

**BOARD OF DIRECTORS
REGULAR MEETING**

Health District of Northern Larimer County

**Tuesday, July 25, 2023
5:00 p.m.**



AGENDA

BOARD OF DIRECTORS REGULAR MEETING

July 25, 2023

5:00 pm

- 5:00 p.m. Call to Order; Introductions; Approval of Agenda..... Molly Gutilla**
- 5:05 p.m. PUBLIC COMMENT**
Note: If you choose to comment, please follow the “Guidelines for Public Comment” provided on the back of the agenda.
- 5:15 p.m. DISCUSSION & ACTIONS**
- Nominees for Compass Advisory Committee Julie Estlick
- 5:25 p.m. OTHER UPDATES & REPORTS**
- Liaison to PVHS/UCHealth North Report No report
 - Executive Director Updates..... Liane Jollon
- 5:40 p.m. CONSENT AGENDA**
- Approval of Resolutions 2023-02 to 2023 -11 updating signature authority
 - Approval of Resolution 2023-12 to Appoint A Health District/PVHS Board Liaison
 - June Financials
 - June Meeting Minutes
- 5:45 p.m. PUBLIC COMMENT (2nd opportunity) See Note above.**
- 5:55 p.m. ANNOUNCEMENTS**
- August 22, 5:00 pm – Board of Directors Regular Meeting
 - September 26, 5:00pm – Board of Directors Regular Meeting
- 6:00 p.m. ADJOURN**

Please click the link below to join the meeting:

https://healthdistrict.zoom.us/webinar/register/WN_tn-NxUbQsXiWuZ6mdFgpKg

Note: You must register in advance of the meeting to receive Zoom Link information.

GUIDELINES FOR PUBLIC COMMENT

The Health District of Northern Larimer County Board welcomes and invites comments from the public. **Public comments or input are taken only during the time on the agenda listed as 'Public Comment.'** If you choose to make comments about any agenda item or about any other topic not on the agenda, please use the following guidelines.

- **Before you begin your comments please:** Identify yourself – spell your name – state your address. Tell us whether you are addressing an agenda item, or another topic.
- **Limit your comments to five (5) minutes.**

■ MISSION ■

The Mission of the Health District of Northern Larimer County is to enhance the health of our community.

■ VISION ■

- District residents will live long and well.
- Our community will excel in health assessment, access, promotion and policy development.
 - Our practice of **assessment** will enable individuals and organizations to make informed decisions regarding health practices.
 - All Health District residents will have timely **access** to basic health services.
 - Our community will embrace the **promotion** of responsible, healthy lifestyles, detection of treatable disease, and the **prevention** of injury, disability and early death.
 - Citizens and leaders will be engaged in the creation and implementation of ongoing **systems and health policy development** at local, state, and national levels.
 - Like-minded communities across the country will emulate our successes.

■ STRATEGY ■

The Health District will take a leadership role to:

- Provide exceptional health services that address unmet needs and opportunities in our community,
- Systematically assess the health of our community, noting areas of highest priority for improvement,
- Facilitate community-wide planning and implementation of comprehensive programs,
- Educate the community and individuals about health issues,
- Use Health District funds and resources to leverage other funds and resources for prioritized projects, and avoid unnecessary duplication of services,
- Promote health policy and system improvements at the local, state and national level,
- Continuously evaluate its programs and services for quality, value, and impact on the health of the community,
- Share our approaches, strategies, and results, and
- Oversee and maintain the agreements between Poudre Valley Health System, University of Colorado Health and the Health District on behalf of the community.

■ VALUES ■

- Dignity and respect for all people
- Emphasis on innovation, prevention and education
- Shared responsibility and focused collaborative action to improve health
- Information-driven and evidence-based decision making
- Fiscal responsibility/stewardship
- An informed community makes better decisions concerning health



**BOARD OF DIRECTORS
REGULAR MEETING
June 27, 2023**

Health District Office Building
120 Bristlecone Drive, Fort Collins

Hybrid Meeting

MINUTES

BOARD MEMBERS PRESENT: Molly Gutilla, MS DrPH, Board President
Erin Hottenstein, Treasurer Assistant
John McKay, Secretary

Staff Present:

Lorraine Haywood, Interim Executive Director
Chris Sheafor, Support Services Director
Laura Mai, Finance Director
Richard Cox, Communications Director
Chris Roth, IT/Network Manager
Colton Frady, Assistant Finance Director
Paul Mayer, Medical Director
Alyson Williams, PPRE Director
Misty Manchester, HR Director
Dana Turner, Health Services Director
Rosie Duran, Health Care Access Manager
Lauren Jones, Executive Assistant
Julie Estlick, Communications Specialist
Jen Head, Behavioral Health Provider Lead

Public Present:

June Hyman

CALL TO ORDER; INTRODUCTIONS & APPROVAL OF AGENDA

President Molly Gutilla called the meeting to order at 5:05 p.m.

MOTION: To approve the agenda with two changes
Delay discussing meeting dates and time changes
Delay Alyson Williams presentation
Motion by Molly Gutilla / Second by John McKay / Carried Unanimously

PUBLIC COMMENT

None

CONSENT AGENDA

- Approval of May 23, 2023 board meeting minutes
- Approval of 2023-12 Resolution to Appoint A Health District/PVHS Board Liaison

- May Financials

DISCUSSION & ACTIONS

Classification and Compensation Study and Analysis – Lorraine Haywood

The Health District issued a Request for Proposal for Classification and Compensation Study and Analysis. All responses were reviewed and evaluated, and a consulting firm has been selected. The memo to the Board of Directors outlines the different phases of the study that will be completed over a period of up to twenty-two weeks. The cost will be between \$51,525 and \$63,515, depending on the need for additional optional services. A request was made for approval to proceed with the Classification and Compensation Study and Analysis and to enter into a consulting contract not to exceed \$63,515. The results will be presented to the board in November.

MOTION: To approve the Classification and Compensation Study and Analysis and to enter into a consulting contract not to exceed \$63,515 and to be signed by the Board President and Executive Director.

Motion by Erin Hottenstein / Second by John McKay / Carried Unanimously

Building Repair and Maintenance – Chris Sheafor

A memo was presented to the Board outlining building repairs and maintenance items that need to be addressed in the short term at the 425 West Mulberry St. and 2001 S. Shields St. buildings totaling approximately \$135,000. These were unforeseen repairs and were not included in the 2023 budget. Approval was requested to move \$135,000 from non-operating contingency funds to reserves to cover the cost of the repairs and, if the cost of any one item on the list is determined to be in excess of \$50,000, that the Board approve the Board President and Executive Director to sign a contract without having to bring the request back to the Board for approval.

MOTION: To approve moving \$135,000 from the non-operating expenditures contingency line item to the reserve expenditures line item in order to move forward with these needed repairs and authorize the Board President and Executive Director to sign a contract if the actual cost of a listed repair item is in excess of \$50,000.

Motion by Erin Hottenstein / Second by John McKay / Carried Unanimously

PRESENTATIONS

Annual Investment Report – Laura Mai

The Annual Investment Report was provided to the Board of Directors. Investment earnings in 2022 were \$122,785 which was an increase from the previous year. Yields fluctuated between 0.19% and 3.59%.

The May 2023 financials shows investment income of \$126,600 at the end of May and that will probably surpass our budgeted amount of \$230,000 for 2023. The current yield across all investments is 4.65%. Funds are primarily held in the Colorado Trust investment portfolio with a current yield of 5.15%.

OTHER UPDATES & REPORTS

Dana Turner and Alyson Williams attended a recent MACC meeting and a representative from Rocky Mountain Health Plans shared that the first cohort in the Medicaid redeterminations had just been completed. They reported that 40% of those reviewed have become ineligible for benefits. There are

concerns that current recipients are being notified through the mail and some reported that they did not receive communications. Current Medicaid recipients believe they have benefits, make appointments and find out at the appointment that they have no benefits. A review of will be conducted to determine how this will impact the services the Health District provides.

The Health District is in the process of reviewing IT needs and working on a multi-year plan to address software/hardware needs as well as determine which services would be better suited to be cloud-based.

PUBLIC COMMENT – 2nd Opportunity

Lexi Potter from Fort Collins adds that she appreciates what John McKay said earlier in the meeting about the living wage and that is appropriate for those living in Fort Collins.

ANNOUNCEMENTS

Tuesday, July 25th at 5:00pm – Board of Directors Regular Meeting

Tuesday, August 22nd at 5:00pm – Board of Directors Regular Meeting

ADJOURN OUT OF REGULAR MEETING

MOTION: To adjourn the Regular Meeting

Motion by Erin Hottenstein / Second by John McKay / Carried unanimously

The Regular Board Meeting was adjourned at 6:00pm.

Respectfully submitted:

Lauren Jones, Assistant to the Board of Directors

Molly Gutilla, MS, DrPH, Board President

Julie Kunce Field, JD, Board Vice President (excused absence)

Joseph Prows, MD MPH, Board Treasurer (excused absence)

Erin Hottenstein, Assistant Board Treasurer

John McKay, Board Secretary



July 13, 2023

To: Health District Board of Directors
From: Julie Estlick, Communications Specialist, *Compass* Editor
Re: Prospective *Compass* Advisory Committee members

We are pleased to present to you four candidates to fill vacancies on the Health District *Compass* Advisory Committee. The committee's charter states that the Health District Board of Directors must give final approval of all committee members.

The committee, which meets quarterly, gives the communications team useful feedback and story ideas for future issues of *Compass*.

The committee has eight members, including myself as editor, Kristen Gilbert as graphic designer, and two other Health District representatives. The remaining four are interested members of the community. Terms are staggered to keep a mix of veterans and newcomers. The current vacancies are for one community member and one staff member.

We propose the following people to fill these vacancies:

Staff member **Erica Muller** is the front office supervisor for the Health District's Family Dental Clinic.

Community member **Kathy Hayes**, retired owner of Kathy Hayes Writing and Editing Services in Fort Collins and a former freelancer for *Compass*.

The other current advisory committee members are:

- **Julie Estlick**, *Compass* editor
- **Kristen Gilbert**, *Compass* graphic designer
- **Roy Ramirez**, Certified Health Coverage Specialist for Larimer Health Connect at the Health District (**term ends after Fall '23 meeting**)
- **Carol Seest**, Larimer County Office on Aging /Aging and Disability Resource Center Case Manager and Options Counselor (**term ends after Summer '23 meeting**)
- **Paul Matthews**, Local Realtor, former PR director for Banner Health Northern Colorado
- **Anne Moyer**, Childcare health consultant



**RESOLUTION TO APPROVE SIGNATORS
FOR ACCESS TO
SAFE DEPOSIT BOXES 2219 AND 5542**

Resolution 2023-02

BE IT RESOLVED BY THE Board of Directors of the Health District of Northern Larimer County that any two of the following signators are approved to have access to the Health District's Safety Deposit Boxes 2219 and 5542 at the First National Bank, 205 West Oak Street, Fort Collins, Colorado.

Approved for Signatures

John McKay, Secretary
Joseph W. Prows, Treasurer
Liane Jollon, Executive Director
Laura Mai, Finance Director
Lauren Jones, Assistant to the Executive Director and the Board of Directors

ADOPTED, this 25th day of July, A.D., 2023.

Attest:

Molly J. Gutilla, President

Julie Kunce Field, Vice President

John McKay, Secretary

Joseph W. Prows, Treasurer

Erin Hottenstein, Assistant Treasurer

Replaces the Following Resolution:

2010-10 Adopted July 21, 2010
2014-10 Adopted May 21, 2014
2016-14 Adopted July 21, 2016
2018-12 Adopted September 25, 2018
2019-03 Adopted March 28, 2019
2022-03 Adopted April 14, 2022
2022-24 Adopted September 27, 2022
2022-35 Adopted October 27, 2022
2022-47 Adopted November 14, 2022
2023-02 Adopted July 25, 2023



**RESOLUTION TO APPROVE SIGNATORS
FOR ACCESS TO
SAFE DEPOSIT BOX 4919**

Resolution 2023-03

BE IT RESOLVED BY THE Board of Directors of the Health District of Northern Larimer County that any one of the following signators are approved to have access to the Health District’s Safety Deposit Box 4919 at the First National Bank, 205 West Oak Street, Fort Collins, Colorado.

Approved for Signatures

- John McKay, Secretary
- Joseph W. Prows, Treasurer
- Liane Jollon, Executive Director
- Laura Mai, Finance Director
- Lauren Jones, Assistant to Executive Director and Board of Directors

ADOPTED, this 25th day of July, A.D., 2023.

Attest:

Molly J. Gutilla, President

Julie Kunce Field, Vice President

John McKay, Secretary

Joseph W. Prows, Treasurer

Erin Hottenstein, Assistant Treasurer

- Replaces the Following Resolution:**
- 2012-5 Adopted September 6, 2012
 - 2014-11 Adopted May 21, 2014
 - 2016-15 Adopted July 21, 2016
 - 2018-13 Adopted Sept. 25, 2018
 - 2019-04 Adopted March 28, 2019
 - 2022-04 Adopted April 14, 2022
 - 2022-25 Adopted September 27, 2022
 - 2022-36 Adopted October 27, 2022
 - 2022-48 Adopted November 14, 2022
 - 2023-03 Adopted July 25, 2023



**RESOLUTION TO APPROVE SIGNATORS
FOR ACCESS TO
SAFE DEPOSIT BOX 5546**

Resolution 2023-04

BE IT RESOLVED BY THE Board of Directors of the Health District of Northern Larimer County that any one of the following signators are approved to have access to the Health District's Safety Deposit Box 5546 at the First National Bank, 205 West Oak Street, Fort Collins, Colorado.

Approved for Signatures

John McKay, Secretary
Joseph W. Prows, Treasurer
Liane Jollon, Executive Director
Laura Mai, Finance Director
Lauren Jones, Assistant to Executive Director and Board of Directors

ADOPTED, this 25th day of July, A.D., 2023.

Attest:

Molly J. Gutilla, President

Julie Kunce Field, Vice President

John McKay, Secretary

Joseph W. Prows, Treasurer

Erin Hottenstein, Assistant Treasurer

Replaces the Following Resolution:
2018-14 Adopted Sept. 25, 2018
2019-04 Adopted March 28, 2019
2022-05 Adopted April 14, 2022
2022-26 Adopted September 27, 2022
2022-37 Adopted October 27, 2022
2022-49 Adopted November 14, 2022
2023-04 Adopted July 25, 2023



**RESOLUTION TO APPROVE SIGNATORS
FOR ACCESS TO
SAFE DEPOSIT BOX 5742**

Resolution 2023-05

BE IT RESOLVED BY THE Board of Directors of the Health District of Northern Larimer County that any one of the following signators are approved to have access to the Health District's Safety Deposit Box 5742 at the First National Bank, 205 West Oak Street, Fort Collins, Colorado.

Approved for Signatures

Liane Jollon, Executive Director
Laura Mai, Finance Director
Lauren Jones, Assistant to Executive Director and Board of Directors
John McKay, Secretary
Joseph W. Prows, Treasurer

ADOPTED, this 25th day of July, A.D., 2023.

Attest:

Molly J. Gutilla, President

Julie Kunce Field, Vice President

John McKay, Secretary

Joseph W. Prows, Treasurer

Erin Hottenstein, Assistant Treasurer

Replaces the Following Resolutions:

2016-18 Adopted on November 15, 2016
2018-15 Adopted on September 25, 2018
2019-06 Adopted on March 28, 2019
2022-06 Adopted on April 14, 2022
2022-27 Adopted on September 27, 2022
2022-38 Adopted on October 27, 2022
2022-50 Adopted November 14, 2022
2023-05 Adopted July 25, 2023
Resolution 2023-05



**RESOLUTION TO APPROVE SIGNATORS
FOR FIRST NATIONAL BANK ACCOUNT
NUMBER XXX4934**

Resolution 2023-06

BE IT RESOLVED BY THE Board of Directors of the Health District of Northern Larimer County that the following signators are approved for signing checks, making fund transfers from this Health District account at First National Bank, 205 West Oak Street, Fort Collins, CO, or signing investment documents in accordance with Health District of Northern Larimer County Investment Guidelines. All allowable signatures or authorizations must conform to Policy 2010-01: Financial Accounts Signature Policy adopted by the Health District on the 14th day of November, 2022.

Approved for Check Signatures (two signatures required for checks over \$25,000, one signature required for checks \$25,000 or less)

Molly J. Gutilla, Board President
John McKay, Secretary
Joseph W. Prows, Treasurer
Liane Jollon, Executive Director
Laura Mai, Finance Director (limit: \$15,000)

Approved to Authorize Fund Transfers ONLY to Health District Accounts

John McKay, Secretary
Joseph W. Prows, Treasurer
Liane Jollon, Executive Director
Laura Mai, Finance Director

Approved to Make Automated Clearing House (ACH) transactions through the First National Bank Cash Management System for:

- ♦ Vendor payments for goods and services (excluding employee benefit premiums and insurance premiums). Individual vendor invoices for payment must include authorized signature(s) in accordance with Policy 21-01: Contract Signature Policy. (Invoices over \$25,000 require two signatures). No dollar amount limit).
- ♦ Payments of employee benefit premiums and insurance premiums (No dollar amount limit).

Liane Jollon, Executive Director
Laura Mai, Finance Director

Approved to Make Wire Transfers (two in-person authorizations required; one must be a Board member, the other a staff member)

John McKay, Secretary (Board Member)
Joseph W. Prows, Treasurer (Board Member)
Liane Jollon, Executive Director (Staff member)
Laura Mai, Finance Director (Staff member)

Approved to Sign Investment Documents (two signatures required); requires prior approval by Executive Director or designee.

John McKay, Secretary
Joseph W. Prows, Treasurer
Liane Jollon, Executive Director
Laura Mai, Finance Director

ADOPTED, this 25th day of July, A.D., 2023.

Attest:

Molly J. Gutilla, President

Julie Kunce Field, Vice President

John McKay, Secretary

Joseph W. Prows, Treasurer

Erin Hottenstein, Assistant Treasurer

Replaces the Following Resolutions:

2018-07 Adopted July 21, 2016
2014-05 Adopted May 21, 2014
2010-05 Adopted June 29, 2010
2008-13 Adopted June 24, 2008
2008-4 Adopted
2006-5 Adopted June 27, 2006
2004-8 Adopted February 24, 2004
2002-5 Adopted June 25, 2002
2001-3 Adopted August 28, 2001
2000-16 Adopted October 24, 2000
2000-9 Adopted August 22, 2000
2018-07 Adopted September 25, 2018
2022-09 Adopted April 14, 2022
2022-28 Adopted September 27, 2022
2022-39 Adopted October 27, 2022
2022-51 Adopted November 14, 2022
2023-06 Adopted July 25, 2023



**RESOLUTION TO APPROVE SIGNATORS
FOR FIRST NATIONAL BANK ACCOUNT
NUMBER XXXX0218**

Resolution 2023-07

BE IT RESOLVED BY THE Board of Directors of the Health District of Northern Larimer County that the following signators are approved for signing checks, and making fund transfers to/from this Health District account at First National Bank, 205 West Oak Street, Fort Collins, Colorado. All allowable signatures or authorizations must conform to Policy 2010-01: Financial Accounts Signature Policy adopted by the Health District on the 14th day of November, 2022.

Approved for Check Signatures (two signatures required for checks over \$25,000, one signature required for checks \$25,000 or less)

Molly J. Gutilla, Board President
John McKay, Secretary
Joseph W. Prows, Treasurer
Liane Jollon, Executive Director
Laura Mai, Finance Director (limit: \$15,000)

Approved to Authorize Fund Transfers ONLY to Health District Accounts

John McKay, Secretary
Joseph W. Prows, Treasurer
Liane Jollon, Executive Director
Laura Mai, Finance Director

Approved to Make Automated Clearing House (ACH) transactions through the First National Bank Cash Management System for vendor payments. (Dollar amount limits as specified above).

Liane Jollon, Executive Director
Laura Mai, Finance Director

ADOPTED, this 25th day of July, A.D., 2023.

Attest:

Molly J. Gutilla, President

Julie Kunce Field, Vice President

John McKay, Secretary

Joseph W. Prows, Treasurer

Erin Hottenstein, Assistant Treasurer

Replaces the Following Resolutions:

2009-04 Adopted May 6, 2009
2010-08 Adopted June 29, 2010
2014-08 Adopted May 21, 2014
2016-10 Adopted July 21, 2016
2018-08 Adopted September 25, 2018
2022-10 Adopted April 14, 2022
2022-29 Adopted September 27, 2022
2022-40 Adopted October 27, 2022
2022-52 Adopted November 14, 2022
2023-07 Adopted July 25, 2023

DRAFT



**RESOLUTION TO APPROVE SIGNATORS
FOR FIRST NATIONAL BANK ACCOUNT
NUMBER XXX6405**

Resolution 2023-08

BE IT RESOLVED BY THE Board of Directors of the Health District of Northern Larimer County that the following signators are approved for signing checks or making fund transfers from this Health District account at First National Bank, 205 West Oak Street, Fort Collins, CO. This account is to be used solely as a payroll impress account. All allowable signatures or authorizations must conform to Policy 2010-01: Signature Policy adopted by the Health District on the 14th day of November, 2022.

Approved for Check Signatures (two signatures required for checks over \$25,000, one signature required for checks \$25,000 or less)

Molly J. Gutilla, Board President
John McKay, Secretary
Joseph W. Prows, Treasurer
Liane Jollon, Executive Director
Laura Mai, Finance Director (limit: \$15,000)

Approved to Authorize Fund Transfers ONLY to Health District Accounts

John McKay, Secretary
Joseph W. Prows, Treasurer
Liane Jollon, Executive Director
Laura Mai, Finance Director

ADOPTED, this 25th day of July, A.D., 2023.

Attest:

Molly J. Gutilla, President

Julie Kunce Field, Vice President

John McKay, Secretary

Joseph W. Prows, Treasurer

Erin Hottenstein, Assistant Treasurer

Replaces the Following Resolution(s):

2000-10 Adopted August 22, 2000
2002-06 Adopted June 25, 2002
2004-07 Adopted February 24, 2004
2006-06 Adopted February 27, 2006
2008-12 Adopted June 24, 2008
2010-06 Adopted June 29, 2010
2014-06 Adopted May 21, 2014
2016-11 Adopted July 21, 2016
2018-09 Adopted September 25, 2018
2022-11 Adopted April 14, 2022
2022-30 Adopted September 27, 2022
2022-41 Adopted October 27, 2022
2022-53 Adopted November 14, 2022
2023-08 Adopted July 25, 2023

DRAFT



**RESOLUTION TO APPROVE SIGNATORS
FOR FIRST NATIONAL BANK
SAVINGS ACCOUNT
NUMBER XXXX7351**

Resolution 2023-09

BE IT RESOLVED BY THE Board of Directors of the Health District of Northern Larimer County that the following signators are approved for fund transfers to/from this Health District account at First National Bank, 205 West Oak Street, Fort Collins, Colorado. All allowable signatures or authorizations must conform to Policy 2010-01: Financial Accounts Signature Policy adopted by the Health District on the 14th day of November, 2022.

Approved to Authorize Fund Transfers ONLY from/to Health District Accounts

John McKay, Secretary
Joseph W. Prows, Treasurer
Liane Jollon, Executive Director
Laura Mai, Finance Director

ADOPTED, this 25th day of July, A.D., 2023.

Attest:

Molly J. Gutilla, President

Julie Kunce Field, Vice President

John McKay, Secretary

Joseph W. Prows, Treasurer

Erin Hottenstein, Assistant Treasurer

Replaces the Following Resolutions:

2009-05 Adopted August 18, 2009
2010-07 Adopted June 29, 2010
2014-07 Adopted May 21, 2014
2016-12 Adopted July 21, 2016
2018-10 Adopted September 25, 2018
2022-12 Adopted April 14, 2022
2022-31 Adopted September 27, 2022
2022-42 Adopted October 27, 2022
2022-54 Adopted November 14, 2022
2023-09 Adopted July 25, 2023

**RESOLUTION TO APPROVE SIGNATORS
FOR COLOTRUST *PRIME* + FINANCIAL
ACCOUNT NUMBER CO-XX-XX27-4001**

Resolution 2023-10

BE IT RESOLVED BY THE Board of Directors of the Health District of Northern Larimer County that any one of the following signators are approved for signing authorization or making fund transfers from the Health District's Colorado Local Government Liquid Asset Trust (COLOTRUST) financial account Number CO-XX-XX27-4001, but only to account numbers CO-XX-XX27-8001 at COLOTRUST or XXXX934 at First National Bank, 205 West Oak Street, Fort Collins, CO., and only according to the Revised Board Policy 2010-01: Financial Accounts Signature Policy adopted by the Health District's Board on the 14th day of November, 2022.

Approved for Signatures

Joseph W. Prows, Treasurer
Liane Jollon, Executive Director
Laura Mai, Finance Director

ADOPTED, this 25th day of July, A.D., 2023.

Attest:

Molly J. Gutilla, President

Julie Kunce Field, Vice President

John McKay, Secretary

Joseph W. Prows, Treasurer

Erin Hottenstein, Assistant Treasurer

Replaces the Following Resolution:

2008-19 Adopted October 21, 2008
2014-13 Adopted July 22, 2014
2016-07 Adopted July 21, 2016
2018-05 Adopted September 25, 2018
2022-07 Adopted April 14, 2022
2022-32 Adopted September 27, 2022
2022-43 Adopted October 27, 2022
2022-55 Adopted November 14, 2022
2023-10 Adopted July 25, 2023



**RESOLUTION TO APPROVE SIGNATORS
FOR COLOTRUST *PLUS* + FINANCIAL
ACCOUNT NUMBER CO-XX-XX27-8001**

Resolution 2023-11

BE IT RESOLVED BY THE Board of Directors of the Health District of Northern Larimer County that any one of the following signators are approved for signing authorization or making fund transfers from the Health District’s Colorado Local Government Liquid Asset Trust (COLOTRUST) financial account Number CO-XX-XX27-8001, but only to account number: CO-XX-XX27-4001 at Colorado Trust or XXXX934 at First National Bank, 205 West Oak Street, Fort Collins, CO., and only according to the Revised Board Policy 2010-01: Financial Accounts Signature Policy adopted by the Health District’s Board on the 14th day of November, 2022.

Approved for Signatures

Joseph W. Prows, Treasurer
Liane Jollon, Executive Director
Laura Mai, Finance Director

ADOPTED, this 25th day of July, A.D., 2023.

Attest:

Molly J. Gutilla, President

Julie Kunce Field, Vice President

John McKay, Secretary

Joseph W. Prows, Treasurer

Erin Hottenstein, Assistant Treasurer

Replaces the Following Resolution:

2008-17 Adopted October 21, 2008
2014-15 Adopted July 22, 2014
2016-08 Adopted July 21, 2016
2018-05 Adopted September 25, 2018
2022-08 Adopted April 14, 2022
2022-33 Adopted September 27, 2022
2022-44 Adopted October 27, 2022
2022-56 Adopted November 14, 2022
2023-11 Adopted July 25, 2023



RESOLUTION TO APPOINT A HEALTH DISTRICT/PVHS BOARD LIAISON

Resolution 2023-12

BE IT RESOLVED BY THE Board of Directors of the Health District of Northern Larimer County that, pursuant to Board Policy 99-4: Job Description – Health District/PVHS Board Liaison, under the conditions that no current Board Member is appropriate or available to fulfill the role of Board Liaison, hereby appoints Celeste Holder Kling, to act in this position for a duration of two years.

The policy further states that upon acceptance of this position, the appointed Liaison signifies their commitment to attending both Health District and PVHS Board meetings on a regular basis and appropriately conveying information between the two Boards, as well as other duties and responsibilities as defined in Policy 99-4.

ADOPTED, this 25th day of July, A.D., 2023.

Attest:

Molly J. Gutilla, President

Julie Kunce Field, Vice President

John McKay, Secretary

Joseph W. Prows, Treasurer

Erin Hottenstein, Assistant Treasurer

Replaces the Following Resolution:

2008-17 Adopted October 21, 2008
2014-15 Adopted July 22, 2014
2016-08 Adopted July 21, 2016
2018-05 Adopted September 25, 2018
2022-08 Adopted April 14, 2022
2022-33 Adopted September 27, 2022
2022-44 Adopted October 27, 2022
2022-56 Adopted November 14, 2022
2023-11 Adopted July 25, 2023

**HEALTH DISTRICT
OF NORTHERN LARIMER COUNTY
June 2023
Summary Financial Narrative**

Revenues

The Health District is .99% ahead of year-to-date tax revenue projections. Interest income is 124% ahead of year-to-date projections. Lease revenue is 11.1% ahead of year-to-date projections. Yield rates on investment earnings increased to 4.78% (based on the weighted average of all investments). Fee for service revenue from clients is 1.9% ahead of year-to-date projections and revenue from third party reimbursements is 6.8% ahead of year-to-date projections. Total operating revenues for the Health District (excluding grants) are 2.9% ahead of year-to-date projections.

Expenditures

Operating expenditures (excluding grants and special projects) are 22.3% behind year-to-date projections. Program variances are as follows: Administration 3.2% behind; Board 7.9% ahead; Connections: Mental Health/Substance Issues Services 29% behind; Dental Services 16.3% behind; MH/SUD/Primary Care 16.4% behind; Health Promotion 7.9% behind; Community Impact 47.2% behind; Program Assessment and Evaluation 34.2% behind; Health Care Access 48.1% behind; and Leased Offices 2.9% ahead.

Capital Outlay

Capital expenditures are 84.9% behind year-to-date projections.

HEALTH DISTRICT OF NORTHERN LARIMER COUNTY
BALANCE SHEET
As of 6/30/2023

ASSETS

Current Assets:	
Cash & Investments	\$10,600,511
Accounts Receivable	102,600
Property Taxes Receivable	2,239,579
Specific Ownership Tax Receivable	58,002
Prepaid Expenses	30,985
Total Current Assets	<u>13,031,676</u>
Other Assets:	
Lease Receivable	<u>58,973,732</u>
Total Other Assets	<u>58,973,732</u>
Capital Assets Not Being Depreciated	
Land	4,592,595
Construction in Progress	342,206
Capital Assets - Net of Accumulated Depreciation and Amortization	
Building and Equipment	<u>5,002,995</u>
Total Property and Equipment	<u>9,937,795</u>
Total Assets	<u><u>81,943,204</u></u>

LIABILITIES AND EQUITY

Current Liabilities:	
Accounts Payable	730,973
Deposits	15,261
Deferred Revenue	465,554
Total Current Liabilities	<u>1,211,788</u>
Long-term Liabilities:	
Compensated Absences	<u>19,061</u>
Total Long-term Liabilities	<u>19,061</u>
Deferred Inflows of Resources	
Property Taxes	221,308
Leases	59,561,306
Total Deferred Inflows of Resources	<u>59,782,615</u>
Total Liabilities & Deferred Inflows of Resources	<u>61,013,464</u>
EQUITY	
Retained Earnings	15,762,077
Net Income	5,167,663
TOTAL EQUITY	<u>20,929,739</u>
TOTAL LIABILITIES AND EQUITY	<u><u>81,943,204</u></u>

HEALTH DISTRICT OF NORTHERN LARIMER COUNTY
STATEMENT OF REVENUES AND EXPENSES
As of 6/30/2023

	<u>Current Month</u>	<u>Year to Date</u>
Revenue		
Property Taxes	2,018,270	8,403,857
Specific Ownership Taxes	58,001	325,676
Lease Revenue	117,462	808,724
Interest Income	39,820	166,420
Fee For Service Income	11,501	83,636
Third Party Income	66,852	457,548
Grant Income	19,574	125,036
Special Projects	1,160	1,160
Donations	20	60
Miscellaneous Income	1,820	12,866
Total Revenue	<u>2,334,481</u>	<u>10,384,984</u>
Expenses:		
Operating Expenses		
Administration	86,169	489,323
Board Expenses	6,739	81,965
Connections: Mental Health/Substance Issues Svcs	139,779	986,222
Dental Services	262,652	1,576,226
Integrated Care (MHSA/PC)	88,401	558,713
Health Promotion	55,078	330,560
Community Impact	31,066	213,687
Program Assessment & Evaluation	18,044	116,293
Health Care Access	48,930	272,165
Mulberry Offices	13,102	71,634
Special Projects	29,238	248,443
Grant Projects	49,371	149,356
Total Operating Expenses	<u>828,568</u>	<u>5,094,588</u>
Depreciation and Amortization		
Depreciation Expense	20,591	122,733
Total Depreciation and Amortization	<u>20,591</u>	<u>122,733</u>
Total Expenses	<u>849,159</u>	<u>5,217,321</u>
Net Income	<u>1,485,321</u>	<u>5,167,663</u>

HEALTH DISTRICT OF NORTHERN LARIMER COUNTY
Statement of Revenues and Expenditures - Budget and Actual
As of 6/30/2023

	Current Month			Year to Date			Annual	Remaining
	Budget	Actual	Variance	Budget	Actual	Variance	Budget	Funds
Revenue:								
Property Taxes	\$2,229,365	\$2,018,270	\$211,095	\$8,332,701	\$8,403,857	(\$71,156)	\$8,625,165	\$221,308
Specific Ownership Taxes	53,648	58,001	(4,353)	311,341	325,676	(14,335)	625,000	299,324
Lease Revenue	121,286	117,462	3,824	727,717	808,724	(81,007)	1,455,433	646,710
Interest Income	21,231	39,820	(18,590)	74,308	166,420	(92,113)	230,000	63,580
Fee for Services Income	13,683	11,501	2,182	82,098	83,636	(1,538)	164,197	80,561
Third Party Reimbursements	71,384	66,852	4,531	428,303	457,548	(29,245)	856,606	399,058
Grant Revenue	33,257	19,574	13,683	219,950	125,036	94,914	1,065,178	940,142
Partnership Revenue	2,870	1,160	1,710	17,218	1,160	16,058	34,436	33,276
Donations Sponsorships/Fundraising	0	20	(20)	0	60	(60)	0	(60)
Miscellaneous Income	1,999	1,820	179	11,992	12,866	(874)	23,984	11,118
Total Revenue	\$2,548,722	\$2,334,481	\$214,241	\$10,205,628	\$10,384,984	(\$179,356)	\$13,079,999	\$2,695,015
Expenditures:								
Operating Expenditures								
Administration	\$82,876	\$85,970	(\$3,094)	\$498,861	\$482,952	\$15,909	\$999,427	\$516,475
Board Expenses	12,666	6,739	5,927	75,997	81,965	(5,968)	151,994	70,029
Connections: Mental Health/Substance Issues Svcs	224,191	138,929	85,262	1,349,917	959,062	390,856	2,710,028	1,750,966
Dental Services	305,004	261,488	43,515	1,839,074	1,539,082	299,993	3,708,379	2,169,297
Integrated Care (MH/SUD/PC)	109,425	88,050	21,375	655,250	547,509	107,741	1,310,500	762,991
Health Promotion	57,315	54,847	2,468	351,068	323,194	27,874	698,843	375,649
Community Impact	64,692	30,810	33,881	389,171	205,515	183,655	780,961	575,446
Program Assessment & Evaluation	28,439	17,937	10,502	171,473	112,898	58,575	343,786	230,888
Health Care Access	83,346	48,573	34,773	502,891	260,778	242,113	1,008,596	747,818
Leased Offices	11,576	13,097	(1,521)	69,459	71,467	(2,008)	138,917	67,450
Contingency (Operations)	0	0	0	0	0	0	128,954	128,954
Grant/Special Projects	36,126	50,531	(14,404)	237,168	150,516	86,652	1,099,614	949,098
Total Operating Expenditures	\$1,015,656	\$796,972	\$218,685	\$6,140,329	\$4,734,937	\$1,405,392	\$13,079,999	\$8,345,062
Net Income	\$1,533,066	\$1,537,509	(\$4,444)	\$4,065,298	\$5,650,047	(\$1,584,749)	\$0	(\$5,650,047)
Reserve Expenditures								
Special Projects	186,546	28,078	158,468	1,119,276	247,283	871,993	2,881,492	2,634,208
Reserve Expenditures	53,159	3,519	49,641	332,356	112,368	219,988	654,312	541,944
Total Reserve Expenditures	239,705	31,596	208,109	1,451,632	359,651	1,091,981	3,535,804	3,176,152

HEALTH DISTRICT OF NORTHERN LARIMER COUNTY

STATEMENT OF NON OPERATIONAL EXPENDITURES - BUDGET TO ACTUAL

For 6/1/2023 to 6/30/2023

	<u>Current Month</u> <u>Budget</u>	<u>Current Month</u> <u>Actual</u>	<u>Current Month</u> <u>Variance</u>	<u>Year to Date</u> <u>Budget</u>	<u>Year to Date</u> <u>Actual</u>	<u>Year to Date</u> <u>Variance</u>	<u>Annual Budget</u>	<u>Annual Funds</u> <u>Remaining</u>
Non-Operating Expenditures								
Land	-	-	-	-	-	-	-	-
Building	-	-	-	150,000	-	150,000	150,000	150,000
Construction in Progress	-	18,573	(18,573)	-	147,098	-	-	-
Capital Equipment	20,000	-	20,000	50,000	-	50,000	50,000	50,000
General Office Equipment	-	-	-	-	-	-	-	-
Medical & Dental Equipment	-	-	-	51,000	33,603	17,397	264,212	230,609
Computer Equipment	-	-	-	-	-	-	-	-
Computer Software	-	-	-	-	-	-	-	-
Equipment for Building	5,000	-	5,000	72,860	15,178	57,682	154,860	139,682
Total Non-Operating Expenditures	<u>\$ 25,000</u>	<u>\$ 18,573</u>	<u>\$ 6,427</u>	<u>\$ 323,860</u>	<u>\$ 195,879</u>	<u>\$ 275,079</u>	<u>\$ 619,072</u>	<u>\$ 570,291</u>

HEALTH DISTRICT OF NORTHERN LARIMER COUNTY
Statement of Program Revenues and Expenditures - Budget and Actual
As of 6/30/2023

	Current Month			Year to Date			Annual Budget	Remaining Funds
	Budget	Actual	Variance	Budget	Actual	Variance		
Administration								
Revenue:								
Miscellaneous Income	\$1,000	\$0	\$1,000	\$6,000	\$7,702	(\$1,702)	\$12,000	\$4,298
Total Revenue	1,000	0	1,000	6,000	7,702	(1,702)	12,000	4,298
Expenditures:								
Salaries and Benefits	53,653	39,232	14,421	321,918	244,007	77,911	643,836	399,829
Supplies and Purchased Services	32,488	46,938	(14,449)	196,535	245,316	(48,781)	394,774	149,458
Total Expenditures	86,141	86,169	(28)	518,453	489,323	29,130	1,038,610	549,287
Board of Directors								
Expenditures:								
Salaries and Benefits	6,525	4,316	2,209	39,152	54,963	(15,811)	78,303	23,340
Supplies and Purchased Services	2,933	2,121	811	17,595	9,965	7,630	35,191	25,226
Election Expenses	3,208	301	2,907	19,250	17,037	2,213	38,500	21,463
Total Expenditures	12,666	6,739	5,927	75,997	81,965	(5,968)	151,994	70,029
Connections: Mental Health/substance Issue								
Revenue:								
Fees, Reimbursements & Other Income	4,333	2,245	2,088	26,000	21,480	4,520	52,000	30,520
Total Revenue	4,333	2,245	2,088	26,000	21,480	4,520	52,000	30,520
Expenditures:								
Salaries and Benefits	188,100	126,599	61,501	1,195,269	871,214	324,055	2,403,872	1,532,658
Supplies and Purchased Services	48,939	13,180	35,759	231,744	115,009	116,735	460,347	345,339
Total Expenditures	237,040	139,779	97,260	1,427,013	986,222	440,791	2,864,219	1,877,997
Dental Services								
Revenue:								
Fees, Reimbursements & Other Income	66,313	64,699	1,614	397,878	447,673	(49,796)	795,755	348,082
Total Revenue	66,313	64,699	1,614	397,878	447,673	(49,796)	795,755	348,082
Expenditures:								
Salaries and Benefits	255,555	220,058	35,497	1,533,329	1,260,642	272,687	3,066,658	1,806,016
Supplies and Purchased Services	66,770	42,593	24,177	423,072	315,585	107,487	865,974	550,390
Total Expenditures	322,325	262,652	59,673	1,956,401	1,576,226	380,174	3,932,632	2,356,406

HEALTH DISTRICT OF NORTHERN LARIMER COUNTY
Statement of Program Revenues and Expenditures - Budget and Actual
As of 6/30/2023

	Current Month			Year to Date			Annual Budget	Remaining Funds
	Budget	Actual	Variance	Budget	Actual	Variance		
<u>Integrated Care (MHSA/PC)</u>								
Revenue:								
Fees, Reimbursements & Other Income	15,419	13,249	2,170	92,516	77,256	15,260	185,032	107,776
Total Revenue	15,419	13,249	2,170	92,516	77,256	15,260	185,032	107,776
Expenditures:								
Salaries and Benefits	100,330	82,187	18,143	601,977	506,351	95,626	1,203,954	697,603
Supplies and Purchased Services	14,396	6,214	8,182	85,074	52,362	32,712	170,147	117,785
Total Expenditures	114,725	88,401	26,325	687,051	558,713	128,338	1,374,101	815,388
<u>Community Impact</u>								
Revenue:								
Fees, Reimbursements & Other Income	0	0	0	0	0	0	0	0
Total Revenue	0	0	0	0	0	0	0	0
Expenditures:								
Salaries and Benefits	59,174	26,746	32,428	355,045	182,603	172,442	710,089	527,486
Supplies and Purchased Services	9,384	4,320	5,063	57,321	31,084	26,237	117,263	86,179
Total Expenditures	68,558	31,066	37,491	412,366	213,687	198,679	827,352	613,665
<u>Program Assessment & Evaluation</u>								
Revenue:								
Fees, Reimbursements & Other Income	0	0	0	0	0	0	0	0
Total Revenue	0	0	0	0	0	0	0	0
Expenditures:								
Salaries and Benefits	25,854	17,743	8,112	155,127	99,834	55,293	310,254	210,420
Supplies and Purchased Services	4,191	301	3,889	25,983	16,460	9,524	52,806	36,346
Total Expenditures	30,045	18,044	12,001	181,110	116,293	64,817	363,060	246,767
<u>Health Promotion</u>								
Revenue:								
Fees, Reimbursements & Other Income	0	0	0	0	0	0	0	0
Total Revenue	0	0	0	0	0	0	0	0
Expenditures:								
Salaries and Benefits	50,999	51,149	(150)	305,993	282,813	23,179	611,982	329,169
Supplies and Purchased Services	9,801	3,929	5,872	65,984	47,747	18,237	128,679	80,932
Total Expenditures	60,800	55,078	5,722	371,977	330,560	41,417	740,661	410,101

HEALTH DISTRICT OF NORTHERN LARIMER COUNTY
Statement of Program Revenues and Expenditures - Budget and Actual
As of 6/30/2023

	Current Month			Year to Date			Annual Budget	Remaining Funds
	Budget	Actual	Variance	Budget	Actual	Variance		
Health Care Access								
Revenue:								
Fees, Reimbursements & Other Income	0	0	0	0	0	0	0	0
Total Revenue	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Expenditures:								
Salaries and Benefits	71,465	42,685	28,780	428,788	226,484	202,305	857,576	631,092
Supplies and Purchased Services	17,269	6,245	11,024	106,427	45,682	60,745	215,668	169,986
Total Expenditures	<u>88,733</u>	<u>48,930</u>	<u>39,803</u>	<u>535,215</u>	<u>272,165</u>	<u>263,049</u>	<u>1,073,244</u>	<u>801,079</u>
Mulberry Offices								
Revenue:								
Fees, Reimbursements & Other Income	15,623	19,533	(3,910)	93,737	128,340	(34,602)	187,475	59,135
Total Revenue	<u>15,623</u>	<u>19,533</u>	<u>(3,910)</u>	<u>93,737</u>	<u>128,340</u>	<u>(34,602)</u>	<u>187,475</u>	<u>59,135</u>
Expenditures:								
Salaries and Benefits	1,503	1,513	(10)	9,018	9,011	6	18,035	9,024
Supplies and Purchased Services	10,153	11,589	(1,436)	60,918	62,623	(1,706)	121,835	59,212
Total Expenditures	<u>11,656</u>	<u>13,102</u>	<u>(1,446)</u>	<u>69,935</u>	<u>71,634</u>	<u>(1,699)</u>	<u>139,870</u>	<u>68,236</u>

Health District of Northern Larimer County

**Investment Schedule
June 2023**

	Investment	Institution	Current Value	%	Current Yield	Maturity
1527-4001	Local Government Investment Pool	COLOTRUST	\$ 1,435	0.014%	4.92%	N/A
1527-8001	Local Government Investment Pool	COLOTRUST	\$ 8,839,421	87.430%	5.22%	N/A
#35127351	Flex Savings Account	First National Bank	\$ 242,487	2.398%	2.48%	N/A
#714626	Certificate of Deposit	Advantage Bank	\$ 143,207	1.416%	0.40%	12/27/2023
#742487	Certificate of Deposit	Advantage Bank	\$ 115,519	1.143%	0.25%	9/2/2023
#40020603	Certificate of Deposit	Points West	\$ 116,427	1.152%	3.87%	7/13/2024
#40010448	Certificate of Deposit	Points West	\$ 158,610	1.569%	0.32%	4/2/2024
#23002918	Certificate of Deposit	Adams State Bank	\$ 243,201	2.405%	0.35%	10/7/2023
#30770027	Certificate of Deposit	Mountain Valley Bank	\$ 250,031	2.473%	3.50%	7/11/2024
	Total/Weighted Average		<u>\$ 10,110,337</u>	<u>100.000%</u>	<u>4.78%</u>	