

## Board of Directors Regular Meeting

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Location: Hybrid

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Date: September 24, 2024

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Time: 5:30 PM

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### Minutes

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

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

#### **Also Present:**

Kevin Unger, CEO UCHHealth North  
Jessica Shaver, Associate, Your Part-Time  
Controller (YPTC)  
Elizabeth Lebuhn, Associate Attorney,  
Hoffman, Parker, Wilson & Carberry, P.C.

#### **Staff Present:**

Liane Jollon, Executive Director  
Abby Worthen, Deputy Director  
Sean Kennedy, Interim Communications  
Director  
Dana Turner, Health Services Director  
Katie Wheeler, Compliance Officer  
Misty Manchester, Human Resources Director  
Julie Kenney, Human Resources Specialist  
Lead  
Jessica Shannon, Quality Improvement  
Projects Manager  
Lauren Jones, Executive Assistant

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

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

Director Julie Kunce Field called the regular meeting to order at 5:35 p.m. and reported that Director Molly Gutilla had an excused absence.

#### **b. Welcome Guests & Attendees**

#### **c. Conflict of Interest Statement**

No conflicts of interest were reported.

#### **d. Approval of Agenda**

Motion: To reorder the agenda, allowing two guest presenters to be move up. The UCHHealth Update by Kevin Unger will be presented first followed by item IV. b. August Financial Statements from the Consent Agenda.

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

### **IIIA. UCHHealth Update**

Kevin Unger provided the Health District Board of Directors with a summary of: Strategic plans, amendments and updates, and an annual report describing Poudre Valley Hospital's patient quality initiatives and outcomes measurement programs. These reporting requirements are required under annually Article IV of the Hospital Operating Lease Agreement between the District and PVH.

### **IVB. August Financial Statements**

Jessica Shaver from YPTC provided an overview of the July 2024 financial statements, including the draft financial statement disclosures for both July and August. YPTC reported that significant progress was made in reconciling general ledger accounts and restructuring the organization's financial accounts for the 2025 budget.

YPTC reported that through August the Health District is ahead of budget by \$2.35 million primarily due savings in compensation and professional services and consulting expense line items. It was highlighted that 88 percent of the annual revenue has already been recognized, including most property tax revenue for 2024. However, expenses are expected to outpace revenue for the remainder of the year, with a projected net position at this time of \$1.31 million by the end of the year.

YPTC also shared that progress has been made in documenting financial procedures and transitioning to new accounting software. Over the next several months, YPTC will continue streamlining processes, finding efficiencies, and ensuring that all procedures developed support the transition to a new accounting system. This system will enable improved financial tracking, insights, and reporting.

*Motion to accept the draft August 2024 Financials:*

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

## **II. Public Comment**

Tiffin Vaughn shared information on the proposed concrete batch plant, located just north of the Health District, and expressed concerns regarding impacts to the health of nearby residents. Tiffany requested that the Health District Board of Directors take a position opposing the building of the plan.

Doreen Martinez expressed concerns about the proposed concrete batch plant of air quality, impacts to environment and the health of residents and requested and encouraged the Health District to take a formal position opposing the plants construction.

*A Meeting break commenced at 6:41p.m.*

*Meeting resumed at 6:48 p.m.*

### III. Presentations

#### a. Medicaid Billing / EHR Implementation and PSD Collaboration

Dana Turner, Director of Health Services, provided an update on two key initiatives aligned with the Health District's strategic goals, including Great Governance, Organizational Excellence, Health Equity, and Partnerships. The discussion focused on the implementation of a new electronic health record (EHR) system and Medicaid billing for behavioral health services, emphasizing the importance of fiscal responsibility and maximizing revenue. Challenges encountered during the project were highlighted, alongside efforts to streamline operational processes, enhance data collection, and improve service delivery. The projects, supported by board-approved grant funding, are on track for completion by year-end.

Katie Matus, Health Services Coordinator, noted that the new EHR and Medicaid billing workflows will boost operational efficiency, support staff in providing higher-quality care, and enhance outcomes for those served.

Jessica Shannon, Quality Improvement Projects Manager, reported progress on a cross-agency partnership with SummitStone Health Partners and Poudre School District (PSD) to improve behavioral health services for students and families. Over the past eight months, the collaboration has worked to formalize partnerships and streamline referral processes, creating a unified entry point for PSD referrals. The cross-agency behavioral health care team is being formed to improve communication and coordination across organizational systems. Significant progress includes a draft contract and shared release of information, with plans for a formal launch and potential replication in other communities.

A Board member commented: I am so excited about this! The effort to get going on Medicaid billing is a big deal.

#### b. MHSU Alliance Update: Strategic Planning

Hannah Groves, Community Impact Team Manager, presented an overview of the Mental Health and Substance Use Alliance's recent strategic planning efforts, highlighting their collaborative approach over the past eight months. Established in 1999, the Alliance has been a key player in addressing community mental health and substance use issues. In January 2024, they reconvened after a hiatus and hosted a strategic planning retreat in April, which helped define new priorities and update their vision and values. This summer, they restructured to better align with community needs, resulting in four key focus areas: coordination of care, data infrastructure, clinical systems, and promoting behavioral health. The upcoming strategic plan release party is scheduled for October 10th, where the community will be invited to engage in the Alliance's ongoing efforts to improve behavioral health services.

### IV. Consent Agenda

*Motion: To approve the August 27, 2024 Regular Meeting Minutes.*

*Moved by Joseph Prows/Second by John McKay/Carried unanimously.*

## **V. Action Items**

There were no action items.

## **VI. Reports**

### **a. 30<sup>th</sup> Anniversary Open House**

Sean Kennedy, Interim Communications Director, reported that the 30th Anniversary Open House for the Health District is scheduled for October 16, 2024, from 4 to 7 p.m., and aims to celebrate three decades of service, while reinforcing brand identity and service awareness among community partners and members. The event will feature remarks from board leadership, a historical display showcasing the Health District's legacy, and tours of the Family Dental Clinic. Light snacks, refreshments, and strategic plan materials will be available for attendees.

### **b. 2025 Budget Planning Timeline and Update**

Misty Manchester, Interim Director of Finance and HR Director, reported how crucial the current work related to financial reporting is for the staff and Board to prepare for the 2025 proposed budget. The timelines and intersections of both the organization-wide strategic planning process and budget process were reviewed. Staff reported that the 2025 proposed budget will reflect guidance provided by the board in the August study session which followed the strategic planning. The proposed budget will prioritize great governance, operational excellence, health equity and investing in partnerships. The proposed budget will also reflect comprehensive capital project planning and will launch an overhauled organizational chart of accounts.

Staff also reported that budget considerations were being made for maintaining full medical coverage for eligible employee, adding medical coverage support for dependents, and wage increases for some categories of support, technical and frontline program staff.

### **c. Legislative Special Session Review and Revenue Forecasting**

David Navas, Policy reported that Senate Bill 24-233 resulted in a \$1.3 billion reduction in property tax collections. Subsequently, two ballot initiatives aiming for further property tax reductions were withdrawn following negotiations with the governor's office. During a special session, House Bill 24B-10001 was introduced, which added an additional \$254 million cut to property taxes, impacting local governments by approximately \$120 million in 2025 and \$130 million in 2026. As a result, a million-dollar revenue reduction is expected for the Health District in 2025 relative to the 2024 budget, with additional and unknown impacts in 2026. The assessment rates will continue to decrease, and new revenue caps for local governments will start in 2025.

### **d. Board of Directors Reports**

- Julie Kunce Field shared that she's been reading law-related materials pertinent to the Health District.
- Joseph Prows shared that it was great to see the Health District present at several events over the past month, including the Lincoln Middle School's open house event.
- Erin Hottenstein – No report.
- John McKay – No report.

**e. Liaison to PVHS/UCHealth North Report**

John McKay reported that Kevin Unger's presentation provided key information, and there was nothing further to report.

**f. Executive Committee Update**

Julie Kunce Field reported that she had worked with the Executive Director to prepare for the board meeting.

**g. Executive Director Staff Report**

Liane Jollon, Executive Director, acknowledged the team's efforts in effectively communicating the organization's current status. She expressed gratitude to Sean Kennedy for stepping in as Interim Communications Director and managing the preparations for the open house. Liane also shared that the Board of Directors would receive materials to help them discuss the upcoming organizational strategic changes at future events.

**VII. Announcements**

- a. October 10, 2024, 2:30pm – MHSU Alliance Strategic Plan Release Party
- b. October 15, 2024, 5:00pm – Health District Board and Alumni Gathering
- c. October 16, 2024, 4:00pm – 30th Anniversary Open House
- d. October 22, 2024, 5:30pm – Regular Meeting & Budget Study Session
- e. November 12, 2024, 5:30pm – Budget Hearing & Regular Meeting

**VIII. Executive Session**

Executive session to hold a conference with the Health District's general counsel to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b), regarding elections and Health District services.

*Motion: To move into Executive Session.*

*Moved by Erin Hottenstein/ Second by Joseph Prows/Carried unanimously.*

Executive Session entered at 7:49 p.m.

Return to regular meeting at 8:32 p.m.

**VIII. Adjournment**

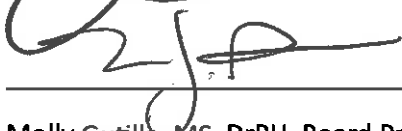
*Motion: To adjourn the regular meeting at 8:33 p.m.*

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

Respectfully Submitted

A handwritten signature in black ink, appearing to read "Jessica Shannon", written over a horizontal line.

Jessica Shannon, Quality Improvement Projects Manger

A handwritten signature in black ink, appearing to read "Molly Gutilla", written over a horizontal line.

Molly Gutilla, MS, DrPH, Board President