



**BOARD OF DIRECTORS
BUDGET HEARING &
REGULAR MEETING
November 16, 2023**

Health District Office Building
120 Bristlecone Drive, Fort Collins

Hybrid Meeting

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/UC Health North

Staff Present:

Liane Jollon, Executive Director
Lorraine Haywood, Deputy Director
Laura Mai, Finance Director
Chris Sheafor, Support Services Director
Chris Roth, IT Manager
Alyson Williams, PPRE Director
Dana Turner, Health Services Director
Misty Manchester, Human Resources Director
Richard Cox, Communications Director
Lauren Jones, Executive Assistant

Public Present:

Terry Croskrey

I. CALL TO ORDER; INTRODUCTIONS & APPROVAL OF AGENDA

Director Molly Gutilla called the 2024 budget public hearing to order at 5:32 p.m.

Director Molly Gutilla suggested modifying the agenda to move item IV.A. Presentation: Update on Classification and Compensation Study and Analysis into section II.A. followed by II.B. Public Hearing Comment and II.C. 2024 DRAFT Budget Presentation

MOTION: To approve the modified agenda.

Moved by Joseph Prows / Second by John McKay/ Carried Unanimously

II. PUBLIC HEARING

II. A. PRESENTATION

Update on Classification and Compensation Study and Analysis – Taylor Sprague, CBIZ Consultants

Taylor Sprague, CBIZ Senior Compensation Consultant, presented the preliminary Compensation Study draft results, recommendations, and next steps. The numbers reported in this presentation are preliminary.

Board Members asked clarifying questions about the salary ranges, minimums, maximums and percentages. Taylor explained the salary range minimum is about 25% of market and the maximum is about 75% of market.

Board Liaison asked about the total funds needed to address employees below the 25th percentile, ie, is the \$16,025 a sum of all 10 or an average? And, is this per month or per year? Taylor clarified that \$16,025 is the preliminary total for this one-time need and that this figure may reduce with additional refinements to the current plan.

Board Member asked for further explanation related to possible lump sum adjustments for employees who are beyond the maximum of their pay range. Taylor explained a one-time lump sum payment in lieu of a compounding annual increase prevents these individuals from continuing to remain above their range maximum from year to year.

Board Members asked about total compensation vs. salary only. Taylor indicated that as a cost per employee, the District's total compensation is on target with the market, but the District may want to consider changes to overall benefits packages including health coverage. For example, health coverage of employees is above market, but employee plus family is below market.

II. B. PUBLIC HEARING PUBLIC COMMENT

None.

II. C. 2024 Draft Budget Presentation – Liane Jollon, Executive Director & Laura Mai, Finance Director

Liane Jollon gave an overview of the 2024 Draft Health District Budget and shared consistent budget themes for 2024. The current DRAFT reflects increased revenue due to higher property tax revenues, but also allows for pivots if the upcoming legislative special session changes revenue forecasts.

The 2024 DRAFT budget continues to reflect board priorities of behavioral health, dental health and access to care. The budget reflects program stability over the next year, with few programmatic changes other than those already under consideration, while also adding emphases on infrastructure, leadership positions, and future financial security.

The goals for the organization and presentation of this year's budget is to clearly and accurately reflect costs by program, service, and function in order to facilitate shared knowledge for decision-making among District Board, Directors and Program Managers.

Laura Mai shared 2024 draft budget programmatic key points:

- Increased salaries and wages due to market salary adjustments and commitment to staff training
- Increased operational costs due to allocating all expenses into programs, services, and functions
- Increased costs for consultants to address needs deferred because of the pandemic
- Inflationary costs of goods and services

Board Member asked questions related to **Behavioral Health** revenue projections for the 3rd party billing (Medicaid) and related to why the District has not billed in the past. Staff indicated projections are conservative due to unknowns of the new implementation and explained there were both internal and external factors that prohibited implementation previously.

Board Member asked for an explanation of right-sizing the **Behavioral Health** Adult Team? Staff replied that the District had had difficulty hiring FTEs and was relying on PRN staff, but had now filled positions. Board Member asked a follow up related to FTE by program from the October DRAFT budget to this version. Staff indicated that direct service program positions had not been eliminated, but administrative allocations may have changed from draft to draft.

Board Member asked about grant revenue to support **Larimer Health Connect**. Staff indicated it is reflected in ‘Grants’ section of DRAFT budget. Board members also asked about forecasting ongoing and future grant funding across the agency.

Board member asked about overall District FTE changes between prior draft and now. Staff explained that corrections were made regarding where some specific positions were attributed in the budget and some changes have been made to administrative allocations per program, but overall the increase in FTEs remains similar to prior draft. Board members also asked about fleet vehicles; the district currently owns one late model van.

ADJOURN OUT OF PUBLIC HEARING

The Public Hearing was adjourned at 7:45pm.

I. REGULAR MEETING

Director Molly Gutilla called the regular meeting to order at 7:48p.m.

III. CONSENT AGENDA

A. October 2023 Meeting Minutes

MOTION: To approve the Consent Agenda

Moved by Joseph Prows / Second by Erin Hottenstein/ Carried by Molly Gutilla and John McKay

IV. ACTION ITEMS

None.

V. REPORTS

A. ***Special Session of the 74th Colorado General Assembly: Property Taxes – Alyson Williams***

Alyson Williams shared details of the special ‘extraordinary’ session beginning on Friday, November 17th, 2023. The purpose of this special session is to address the following:

- Property tax relief package to reduce property tax burden in 2023
- Fiscal impact of the tax relief packet on the interests of local governments
- Necessary administrative changes attributed to the tax relief packet only for 2023
- TABOR tax refund mechanisms only for 2022-23 fiscal year

- Rental assistance only during the 2023-2024 fiscal year
- Adjustments to the Earned Income Tax Credit only for the 2023 tax year, utilizing resources available from 2022-23 fiscal year
- Creation of a process to review and make recommendations on long-term property tax relief

Board member asked about taking further actions. Staff indicated one State Representative had already reached out, and that the special session will be moving very quickly. Other Board members indicated that in the past the Board has delegated this work to staff, especially during fast-paced circumstances such as this.

B. *Liaison to PVHS/UCHealth North – Celeste Holder Kling*

Spent the whole day at PVH yesterday, November 15th, for the Board Meeting, Finance Committee meeting, Executive Session and tour of the construction site. There was a legislative presentation about what is coming on the state and federal level.

C. *Board of Directors Reports*

John McKay attended the American Public Health Action (APHA) Conference. Stating it was the best conference in a very long time. He also stated there was a local health conference that took place at the Ranch last month, where he met Kevin Unger, UCHealth North CEO. Finally, John invited fellow Board Members to an upcoming community open house at SummitStone Health Partner's Longview Acute Care Facility.

Erin Hottenstein was invited to speak at the Rotary Club where she gave a presentation on the Health District and was well-received.

Joseph Prows attended the APHA Conference. It was one of the most energized APHA conferences in some years.

Julie Kunce-Field attended the SummitStone Health Partner's Longview Acute Care Facility tour and was impressed with the facility and community support.

Molly Gutilla attended the SummitStone Health Partner's Longview Acute Care Facility Campus tour and APHA Conference. She stated that this year's conference was really outstanding. Molly drew parallels with system level public health work and internal systems-level infrastructure priorities of the Health District.

D. *Executive Committee Update – Molly Gutilla*

During the last Executive Committee meeting, the draft budget for the public hearing was in place.

Liane is almost to her 6-month mark. In January, Liane will have a preliminary review and figure out where we want to go together.

E. *Executive Director Staff Report – Liane Jollon*

Liane Jollon thanked the team for huge success related to the budget process and continued adjustments, team collaboration, and information sharing, as well as continued focus on internal referrals among programs and cross-pollination across services and functions in general. Liane indicated that Both the compensation study and the 2024 budget projects are a great reflection of

where we are as an organization. Liane stated she is looking forward to next steps such as continued focus on employee engagement as noted in the early 2023 Employee Culture and Climate Survey as well as some revamping of internal meetings and processes including topics like internal program planning, data collection and evaluation.

VI. **ANNOUNCEMENTS**

- A. December 12, 5:30pm – Board of Directors Regular Meeting & Budget Approval
- B. March 20, 2024, 4:00pm – Joint PVHS Health District Board of Directors Meeting
- C. Additional meeting dates may be TBD related to Legislative Special Session

ADJOURN OUT OF REGULAR MEETING

MOTION: To adjourn the Regular Meeting

Motion by Joseph Prows / Second by Erin Hottenstein / Carried unanimously

The Regular Board Meeting was adjourned at 8:22pm.