



**BOARD OF DIRECTORS
BUDGET HEARING &
REGULAR MEETING
December 12, 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 Roth, IT Manager
Alyson Williams, PPRE Director
Misty Manchester, Human Resources Director
Julie Kenney, Human Resources Specialist
Lauren Jones, Executive Assistant

Public Present:

None

I. CALL TO ORDER; INTRODUCTIONS, CONFLICT OF INTEREST STATEMENT & APPROVAL OF AGENDA

Director Molly Gutilla called the regular meeting to order at 5:33 p.m.

MOTION: To approve the modified agenda of moving the Liaison Report to directly after Public Comment.

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

II. PUBLIC HEARING PUBLIC COMMENT

None.

VI. D. LIAISON TO PVHS/UCHEALTH NORTH REPORT

None.

III. PRESENTATIONS

A. CBIZ Compensation Study & Analysis Next Steps - Lorraine Haywood/Misty Manchester

Misty Manchester shared information about the comprehensive total compensation study & analysis which included:

- A market review of base salary and total cash compensation
- Job architecture & development with updated salary structures
- A Fair Labor Standards Act review
- Reconciliation of actual compensation to market competitive compensation
- A calculation of the plan implementation costs
- Overall program recommendations

All of this was done through the lens of the Equal Pay for Equal Work Act and also wanting to help our employees understand the pay structure, as well as, looking at compression that has happened over time for long term employees. Overall, the analysis found that staff have been paid a competitive market level. CBIZ Consultants were very pleased and surprised to see how well we stayed up with the market, and there has been significant pay compression over time. Once the Board of Directors approves the 2024 Budget, this will provide us with the funds to implement. The 2023 Draft Budget includes about \$450,000 to provide overall raises and address pay compression.

In the future, we will bring back to the Board of Directors a draft comprehensive compensation philosophy for review. That will guide our employment practices moving forward, it will attract, motivate and retain employees and will provide transparency in our pay practices. We will continue working with CBIZ over the next 5 years and they will provide us with market structure and market analysis to make sure that if we can afford it within the constraints of our budget, we will try to keep up with the market. Misty thanked the Board of Directors for allowing us to do this work.

IV. CONSENT AGENDA

- A. October 2023 Financials
- B. November 2023 Meeting Minutes

MOTION: To approve the Consent Agenda

Moved by Erin Hottenstein / Second by Julie Kunce Field/ Carried Unanimously

V. ACTION ITEMS

A. Intermediate Paid Leave – Misty Manchester

Misty thanked the Board of Directors for allowing her to talk about Family and Medical Leave Insurance (FAMLI). The state of Colorado enacted the Colorado Paid Family and Medical Leave Insurance Act to go into effect January 1st, 2024, but allowed public entities three options for implementing the Act, including an option to opt out altogether. At the November 2022 Board Meeting, the Board of Directors voted to decline all participation in the Colorado FAMLI program. At that time, it was determined that our Intermediate Medical Leave (IML) was a richer plan at no cost to our employees, but had a more narrow window for new employees. Staff offered to bring recommendations to broaden the District's IML to the BOD prior to the state's Jan 1, 2024 implementation of FAMLI. The recommendations are as follows:

- Rename IML to Intermediate Paid Leave (IPL)
- Shorten qualification from one year to 90 days
- Expand qualifying events

MOTION: To approve changes to Section 300.16 of the Employee Handbook, as presented, in order to change the section name from Intermediate Medical Leave Pay to Intermediate Paid Leave and to expand the types of leave available to eligible employees.

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

B. Assistant Liaison Between Health District of Northern Larimer County Board of Directors and Poudre Valley Health System (PVHS) Board of Directors – Molly Gutilla

Board members reviewed the Board Policy for Board Liaison and discussed the importance and of the role and why having a current board member train with the current liaison, former Board member, Celeste Holder Kling, will help prepare for a future transition. Ms. Kling outlined the PVHS Board meeting schedule which includes roughly monthly meetings, retreats, committee meetings, and occasional additional unscheduled meetings. The PVHS Finance committee and Governance committee also meet every other month. Ms. Jollon reported that Keving Unger, CEO of PVHS, agrees with the importance and complexity of the role and is in support of allowing an Assistant Liaison to also attend PVHS Board meetings in order to prepare for the future role of Liaison.

MOTION: To create the position of Assistant Liaison between the Health District of Northern Larimer County Board of Directors and Poudre Valley Health System Board of Directors.

Moved by Julie Kunce Field/Second by John McKay/Carried Unanimously

John McKay shared his interest in the position of Assistant Liaison between the Health District of Northern Larimer County Board of Directors and Poudre Valley Health System Board of Directors.

MOTION: To appoint John McKay to the role of Assistant Liaison between the Health District of Northern Larimer County Board of Directors and Poudre Valley Health System Board of Directors.

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

VI. REPORTS & DISCUSSIONS

A. 2024 Board of Directors Draft Meeting Schedule – Liane Jollon

The 2024 meeting schedule will be adopted at the first regular meeting on January 23, 2024. The location in which meetings are posted will also be adopted on January 23, 2024.

Board member asked if Board of Directors plans to meet twice monthly during the legislative session in order to establish and communicate positions on policy issues. Discussion followed about how best Board and staff can work together on policy issues. Suggestions included: updates during regular monthly meetings, email updates between meetings, the creation of a policy committee to meet more frequently, or periodic work sessions. Staff agreed to bring back a plan to meet the Board's intent at the January 2024 meeting.

B. Special Session of the 74th Colorado General Assembly Outcomes – Alyson Williams

Alyson Williams shared details of the special session of the 74th Colorado General Assembly outcomes. The first bill that passed was the Property Tax Task Force (HB23B-1003). A Commission on Property Tax will be created to identify the causes of increasing property taxes, review best practices for short and long-term property tax relief, and make recommendations.

This Commission will meet two times per month until February 2024 and report to Legislative Council by March 2024. After the report, they can disband or vote to extend the Commission through the end of 2024. The second bill, 2023 Property Tax Relief (SB23B-001), would temporarily change the current law for residential assessment rates to 6.765% after a \$15,000 exemption of value to 6.7% after a \$55,000 exemption of value for property tax year 2023. In addition, SB23B-001 extends various deadlines and requires the State Treasurer to reimburse local governments with certain priorities & rates up to \$54 million total, paid from the General Fund. This includes 100% of the property tax revenue reduction for all ambulance, health, and fire districts. Staff worked on testimony on SB23B-001 and had conversations with Legislators. Next steps include: a presentation from Finance on what this means for the 2024 Health District budget, Commission on Property Tax meeting on December 20th and continued monitoring of and research into the policy options related to property tax.

C. 2024 Draft Budget Update – Laura Mai

Laura Mai shared that the expenditure side of the 2024 draft budget is final. We are currently awaiting final assessments from the county for revenue. Budget revisions since the last board meeting are noted as follows: Grants carryover updated to reflect YTD expense, additional amount of employee wages based upon the final salary survey, employee benefits reduced based on renewals and employee coverage/1.0 less FTE, an additional \$40,000 was added for legal expenditures and \$70,000 for Program Expenses for Intermediate Paid Leave.

Timeline and Deadlines

- January 3rd, 2024 – Assessor certifies final valuation of property to local governments
- January 9th, 2024 – Budget Approval Meeting
- January 10th, 2024 – Certify the mill levy after approval of 2024 budget by the Board of Directors
- January 17th, 2024 – Approval of property tax mills by the board of county commissioners

E. Board of Directors Reports

John McKay shared statistics of the opening of the new Acute Care Facility at Larimer County's Longview Campus. Since December 2nd, 2023, 181 behavioral health urgent care visits of that 17 admitted into 23-hour observation, 29 into crisis stabilization unit and 27 into withdrawal management. 136 walk-ins, 11 referrals from law enforcement dropping off, 7 ambulatory drop offs and 21 mobile crisis responses- essentially, a months' worth of work was completed within 10 days of opening.

Director McKay shared his gratitude for the partnership with the Health District for conducting and disseminating the comprehensive needs assessment to set the facility and services in motion and also to the community and taxpayers for approving the ballot initiative in 2018.

Erin Hottenstein had no report.

Joseph Prows had no report.

Julie Kunce-Field reported that she met with Molly and Liane on the Executive Committee and started work on the 6-month evaluation of Liane which is coming up in January. There will be more information coming.

Molly Gutilla reported that she had requested data from the Health District's 2022 Community Health Survey for a class she is teaching next semester. Dr. Gutilla reported that her request was met quickly and that the data clear and easily understood by students.

F. Executive Committee Update – Molly Gutilla

No report.

G. Executive Director Staff Report – Liane Jollon

Liane Jollon shared that her efforts were focused internally this month in order to move forward with revised budgeting process, compensation structure, and leadership recruitment. Programmatic summaries are listed in the Executive Director Staff Report agenda document. Highlights include: Larimer Health Connect has new marketing materials for both open enrollment for the health exchange and for the Medicaid “unwinding” related to the end of the federal pandemic-related public health emergency; District Outreach staff are cross-training across the organization in order to explore how to communicate and market programs and services in a more comprehensive and holistic way in 2024.

Ms. Jollon also noted that Director McKay’s report really demonstrates the tremendous need in our communities for behavioral health services, and the Health District's historical role. Ms. Jollon also discussed further investments in partnerships with school districts and in information sharing with UniteUs in order to improve internal and community referral services. Also reported that the sewer line was replaced at the District’s Mulberry building; a policy and procedures review and inventory is underway, recruitment for the Deputy Director of Operations is in process and an RFP for strategic planning in 2024 is to be developed.

VII. ANNOUNCEMENTS

A. January 9, 2024, 5:30pm – Budget Approval – REMOTE ONLY

B. January 23, 2023, 5:30pm – Regular Meeting

C. February 27, 2024, 5:30pm – Regular Meeting w/ Tom Gonzales, Public Health Director of Larimer County as a guest

ADJOURN OUT OF REGULAR MEETING

MOTION: To adjourn the Regular Meeting

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

The Budget Hearing and Regular Board Meeting was adjourned at 7:03pm.