

Health District
OF NORTHERN LARIMER COUNTY
BOARD OF DIRECTORS
REGULAR MEETING
June 17, 2021

Health District Office Building
120 Bristlecone Drive, Fort Collins
Remote Meeting

MINUTES

BOARD MEMBERS PRESENT: Michael D. Liggett, Esq., Board President
Joseph Prows, MD MPH, Board Treasurer
Celeste Kling, J.D., Board Secretary & Liaison to UCH-North/PVH
Molly Gutilla, MS DrPH, Board Vice President
Johanna Ulloa Giron, Psy.M., MSW

Staff Present:

Carol Plock, Executive Director
Chris Sheafor, Support Services Director
James Stewart, Medical Director
Karen Spink, Assistant Director
Richard Cox, Communications Director
Lorraine Haywood, Finance Director
Brian Ferrans, CIT Director
Dana Turner, Dental Services Director
Laura Mai, Assistant Finance Director
MJ Jorgensen, Proj. Implementation Coord.

Staff Present:

Suman Mathur, Evaluator/Data Analyst
Xochitl Fragoso, Accounts Receivables
Desiree Lange, Accounts Receivables
Ida Cossitt-Glesner, Public Policy Specialist
Anita Benavidez, Executive Assistant
Sierra Kerns-Funk, Evaluation MPH Intern

Public Present:

Allison Slife, CliftonLarsonAllen, LLP
Faizan Rizvi, CliftonLarsonAllen LLP
Joyce DeVaney, League of Women Voters

CALL TO ORDER; INTRODUCTIONS & APPROVAL OF AGENDA

Director Michael Liggett called the meeting to order at 4:01 p.m.

The agenda was amended to consider approval of the May 11 minutes separately from the Consent Agenda due to the absence of one board member.

MOTION: To approve the agenda as Amended

Moved/Seconded/Carried Unanimously

PUBLIC COMMENT

None

PRESENTATION, DISCUSSION, ACTION

2020 Annual Audit Report

Allison Slife and Faizan Rizvi, from CliftonLarsonAllen LLP, presented the annual audit report, noting that the result was a “clean/unmodified opinion” – the best an organization can get. The audit was reviewed with Ms. Plock, Ms. Haywood, and Board Director/Treasurer Joseph Prows prior to this meeting. Ms. Slife reviewed the highlights of the audit, noting that there was a small positive change in net position resulting in a net position of \$13.9M. She briefly reviewed the sections in the Management’s Discussion and Analysis (MD&A), noting that it was an unusual year due to COVID.

The Audit Letter reflects no material adjustments or amounts to record to financial statements and no disagreement with management. There was an adjustment of \$33K that had been posted to the wrong time period. The Management Letter provides any advice auditors might have for findings on best practices discussed with management. There were no management issues or recommendations.

In response to COVID, the Health District's Board of Directors approved up to \$500K in new expenditures to be used to meet the needs of the community if needed. Potential expenditures are reflected in the budget adjustment as the grants and special projects line item went from \$3.6M to \$4.1M. Total expenditures for COVID, including reallocated staff time, were \$446K. Receipts from DOLA and other sources by the end of the year came in at \$285,079, bringing Health District reserve funding expenditures to \$160,921. In 2021, the Finance Department will continue to claim available dollars from funding sources that the Health District is eligible for. The budget to actual summary shows that the Health District received approximately \$815K less in 2020 than originally budgeted, though expenses (particularly for Special Projects) were also markedly down.

The subsequent event reported in the Notes on page 30 reflects the opportune purchase of the building at 425 W. Mulberry. Funds have been regularly set aside for this purpose over time. Remaining costs will be capitalized in fiscal year 2021. Ms. Plock expressed her deep gratitude and appreciation for all the work the finance team regularly does, and particularly in this incredibly challenging year of COVID.

MOTION: To accept and approve the 2020 Annual Audit Report
Moved/Seconded/Carried Unanimously

DISCUSSION & ACTIONS

Next Community Health Survey

Dr. Stewart, Medical Director, as noted in a memo included in the board packet, requested an amended timeline for the next Community Health Survey, which would move the 2021 COVID survey to a later than anticipated date, but would at the same time move up the 2022 Triennial Community Health Survey from its usual fall timeframe, so that they could be combined into one survey fielded in the spring of 2022. The memo proposed having the community discussion groups as initially scheduled in the fall.

A board concern was that the information gleaned in the community discussion groups is an important part of what is considered in the Triennial Board retreat, when the next three years' priorities are set. There was also a question about how community members have access to the survey; it was noted that it is a random sample survey, so recipients are chosen randomly, and is available in both English and Spanish. The issue of adequately reaching the diversity of our community was discussed; one approach is to use bigger sample sizes (oversample), which worked to some extent with the last survey. The benefits of oversampling are to better stratify information about subpopulations, and have the information less impacted by outliers. In tackling health disparities, it will be important to get more data from those who are more impacted.

It was agreed that the discussion groups need to take place in time to have the report ready in advance of the triennial board retreat; they can be held once the survey is fielded and before results come in.

We will also be considering ways to get more representation involved in the community discussion groups, and perhaps to use other methodologies such as panels. One board member noted that data collection is 'extractive' – some groups are bombarded by requests for information, but never hear back, and they don't see change on the issues of concern to them, so they tend not to want to participate next time. The board member believes that it is important to hear from people what brings them hope, and how they might re-imagine what health looks like in our community.

MOTION: To approve the request to combine the 2021 post-COVID survey with the 2022 Triennial Community Health Survey, to be fielded in early 2022, holding the community discussion groups prior to the Board triennial retreat.

Moved/Seconded/Carried Unanimously

Election of Board Secretary

Following brief discussion of the need to relieve Director Kling of the Secretary role, given her new role as the liaison to PVH, a motion was made.

MOTION: To elect Director Johanna Ulloa-Giron to the role of Board Secretary

Moved/Seconded/Carried Unanimously

OTHER UPDATES & REPORTS

Executive Director Updates – Carol Plock

Ms. Plock announced that the Supreme Court upheld the ACA in the most recent challenge.

In other news, staff has been hustling to pull together COVID financial data for a Special District Association (SDA) survey relating the ARPA stimulus funding. The SDA is trying to secure commitment from the state to designate some of the COVID ARPA funding to special districts, as they did in prior stimulus funding.

At the very end of the Colorado state legislative session, a bill was passed that will reduce property taxes in 2023 and 2024. Though it is too early to estimate accurately the exact impact, one possibility is that it could result in 3.7 – 5% reduction in tax revenues for the Health District, which is a significant cut.

The Health District continues to provide vaccine, with a focus on equity and rural areas. In addition to a recent clinic at Holy Family, weekly clinics are scheduled at the Health District through August, with an evaluation of community need beyond that. Cholesterol clinics are starting up again. A phased return to the office has begun with Connections and CAYAC staff mostly in the office by end of June and the 120 building throughout July. While most services will be in person, there will be some flexibility for remote work – in the cases where it would improve efficiency.

Discussion about vaccinations included board questions about determining the remaining need to be involved in vaccination, and whether there are opportunities to volunteer at clinics. There are some remaining volunteer opportunities; staff member Suman Mathur can be contacted. Determining remaining need is challenging; our community is still not close to desirable vaccination levels, and there may be additional waves of need/demand based on disease levels and approval of vaccines for lower ages. We recently learned that another organization has a grant specifically for the Latinx community, so we will see if there is any need for our services in conjunction with their work. The determination to end vaccine clinics will be made based on a drop in need/demand, primary care doctors becoming vaccinators, etc. In the meantime, it is a fairly simple thing to have a weekly clinic in our office, since staff can fit it easily around their other duties.

Liaison to PVHS/UCHealth North Report

The finance committee met yesterday to develop a new budget. Financials are coming back – better than 2020 but not yet at the 2019 numbers. PVH leadership is looking at a 15% cost reduction. The Colorado option bill passed.

CONSENT AGENDA

- Approval of Minutes for the May 25, 2021 Regular Board Meeting
- Approval of December 2020 and April 2021 Financials

MOTION: To approve the consent agenda

Moved/Seconded/Carried Unanimously

- Approval of Minutes for the May 11, 2021 Special Board Meeting
MOTION: **To approve the May 11, 2021 minutes**
Moved/Seconded/Carried Unanimously

PUBLIC COMMENT (2nd opportunity)

None

ANNOUNCEMENTS

- July 27, 4:00 pm – Board of Directors Regular Meeting (in-person)
- August 23, 8:00 am – Board Retreat / cancel regular meeting on 8/24
- September 28, 4:00 pm – Board of Directors Regular Meeting

ADJOURN

- MOTION:** **To Adjourn the Meeting**
Moved/Seconded/Carried Unanimously

The meeting was adjourned at 5:05 p.m.