



Board of Directors Regular Meeting

Location: Hybrid

Date: January 23, 2024

Time: 5:30 PM

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

Also Present:

CelesteHolder-Kling:
Liaison to PVHS/UCHealth North

Absence Excused:

John McKay, Secretary

Staff Present:

Liane Jollon, Executive Director
Lorraine Haywood, Deputy Director
Laura Mai, Finance Director
Chris Roth, IT Manager
Dana Turner, Health Services Director
Misty Manchester, HR Director
Alyson Williams, PPRE Director
Richard Cox, Communications Director
Chris Sheafor, Support Services Director
Julie Keeney, HR Specialist
Hannah Groves, CIT Manager
David Navas, Policy Analyst
Brooke Cowden, O&E Specialist
Rachel Larson, O&E Specialist
Lauren Jones, Executive Assistant

I. Call To Order

- a. Roll Call Board of Directors

Director Molly Gutilla called the special meeting to order at 5:35pm.

- b. Welcome Guests & Attendees

c. Conflict of Interest Statement

d. Approval of Agenda

Motion: To remove executive session and take up a discussion of the evaluation process for the Executive Director's 6 month review

Moved by Julie Kunce Field/Second by Molly Gutilla/Carried Unanimously

II. Public Comment

Note: If you choose to comment, please follow the "Guidelines for Public Comment" provided at the end of the agenda

None.

III. Presentations

a. Outreach & Education – Brooke Cowden & Rachel Larson

Brooke Cowden & Rachel Larson, Outreach & Education Team, presented to the Board of Directors the Health District's 2024 reimagined outreach and education team's strategy and goals for more comprehensive and integrated community communications. Board members asked clarifying questions about Outreach and Education and Communications Teams' staffing plans and about Spanish speaking outreach. Board members also asked for further role definition between the programmatic focus of the outreach and education team and the systems level change and community partnership focus of the District's community impact teams.

b. 2023 Youth Behavioral Health Assessment, CIT – Alyson Williams & Hannah Groves

In 2023, the Health District of Northern Larimer County contracted with the Aurora Research Institute (ARI) to hear from young people and the individuals and organizations who serve them about the strengths and opportunities of the current behavioral health system in Larimer County. The findings and nine key recommendations have been published in a report, "The State of Behavioral Health for Youth and Children (0-24) in Larimer County." The Director of Planning, Policy, Research & Evaluation, Alyson Williams, and Community Impact Team (CIT) Manager, Hannah Groves, provided an overview of the assessment process, reviewed the themes of assessment findings, and shared the deliverables and recommendations. They also shared that the CIT will focus on sharing the report and recommendations with partners and will continue to integrate with other behavioral health efforts, like the Larimer County Behavioral Health Services' Community Master Plan 2.0. The report and recommendations are available on the Health District's website: [Youth Behavioral Health Assessment | Health District of Northern Larimer County](#)

Board members expressed interest in having access to the services map that was created with the Youth Behavioral Health Assessment once the map is ready to distribute to the public. Board members also asked for additional background and history related to the Larimer County Behavioral Health Services' Community Master Plan (CMP). Staff replied that CMP 1.0 was in 2018. It was to help guide the Larimer County Behavioral Health Services Department. CMP 2.0 is 5 years out from the first and was presented to the county commissioners last week.

c. Changing Minds Campaign, Mental Health & Substance Use Alliance of Larimer County, CIT – Alyson Williams & Hannah Groves

Changing Minds is a community campaign led by the Health District of Northern Larimer County and supported by the Mental Health and Substance Use Alliance — a collective of local agencies, organizations, and community members representing many sectors in Northern Larimer County. The campaign had been present in the community before the COVID-19 pandemic and the Community Impact Team (CIT) is working to update and reinvigorate the campaign in 2024. The Community Impact Team (CIT) Manager, Hannah Groves, presented a portion of the presentation given to community members, highlighting how Substance Use Disorder (SUD) is a disease that has treatment options like other diseases such as diabetes, heart disease, or cancer and should be treated as such. Additionally, the CIT Manager shared about some of the brain science that causes SUDs, including why people with SUDs experience cravings. She also shared how common SUDs are in Northern Colorado – 1 in 10 people in the community have a SUD. The CIT Manager concluded with the vision for the Changing Minds campaign in 2024, which includes expanding to new target audiences and shifting to less stigmatizing language.

IV. Consent Agenda

- a. December 12th, 2023 Meeting Minutes
- b. January 9th, 2024 Meeting Minutes
- c. November 2023 Financials

Motion: To approve the December 12th, 2023 Meeting Minutes, January 9th, 2024 Meeting Minutes and the November 2023 Financials

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

V. Action Items

- a. Resolution 2024-05 Establish Meeting Days, Times, and Locations

Motion: To waive the reading all resolutions.

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

Motion: To approve Resolution 2024-05 Establish Meeting Days, Times, and Locations
Moved by Joseph Prows/Second by Julie Kunce Field/Carried Unanimously

b. Resolution 2024-06 Establish a Designated Public Place for the Posting of Meeting Notices

Motion: To approve Resolution 2024-06 Establish a Designated Public Place for the Posting of Meeting Notices

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

c. Policy Work in 2024

During the December 12th, 2023, regular meeting of the Board of Directors, staff was asked to bring back a plan to meet the Board's intent for *Board Policy 99-7: Establishing and Communicating Positions on Policy Issues*.

The staff Policy Strategy Team compiled Board "Priority 1" issues into a Policy Agenda to guide policy work for the 2024 legislative session. The adoption of the attached Policy Agenda allows staff to focus work within the priority areas previously identified by the Board, while aligning with the Board's discussion about balancing potential impact of the work and workload during the legislative session. Additionally, in order to comport with the section of *Board Policy 99-7* related to "When time does not allow for discussion at a regularly scheduled board meeting", staff proposed forming a Board Policy Committee consisting of two Board members, including the President or the Vice President as the President's designee, to keep up with the policy work between regular meetings of the Board.

Staff also provided a brief update on developments since the start of the 2024 Legislative Session including composition of the legislature, anticipated priorities, the current volume of introduced bills, and noteworthy changes to committees, then gave examples of bills of note for the District that were introduced so far for the 2024 legislative session.

Board member asked specifics about the proposed Policy Agenda, i.e., asked if the Board is being asked to approve this Policy Agenda tonight, stating that she liked the Agenda's framing, including delineating between priority one and priority two, but also expressed concern about potential legislation that created barriers for members of the public to engage with public entities or vote in elections.

Staff replied that even within the priority one section of the policy agenda, there is always opportunity for the Board policy committee and full Board to weigh in and ratify or rescind agency positions. And to specifically address the concern raised about balancing administrative burden with ease of public engagement, staff suggested adding "undue" to the following sentence from priority one in the policy agenda:

- Oppose changes that increase (and support changes that lessen) the **undue** burdens and limits on special districts associated with public records, public meetings, establishment of ethics standards, and other matters of district authority.

Motion: To adopt the 2024 policy agenda as an outline for issues that the Board has considered and issued its general opinion with the amendment on page 52 to update language to “undue burden”

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

Motion: To form a Policy Committee consisting of two Board members.

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

Motion: To appoint President Molly Gutilla and Assistant Treasurer Erin Hottenstein to the Policy Committee

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

d. Legal Services Agreement

A renewed contract with Hoffman, Parker, Wilson & Carberry, P.C. was presented. Director Field commented the hourly rate is well below average for that of Denver attorneys.

Motion: To approve the legal services agreement as presented.

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

VI. Reports

a. Liaison to PVHS/UCHealth North Report – Celeste Holder Kling

Celeste stated that last week PVH had a hospital board meeting. John McKay came as assistant Liaison and was very well received. Also, Tom Gonzles, Public Health Director of Larimer County, came and presented to the hospital board. The hospital and the county and the Health District are working to get in sync with community surveys. Parkview Hospital in Pueblo is joining UCHealth system. Lots of hospitals in Colorado are closing. Mountain Crest has lost a physician. They are interviewing and hiring for the position.

b. Timeline for the Audit of Year 2023 – Laura Mai

Laura Mai, Finance Director, shared the timeline for the Audit of Year 2023. Everything is due to the auditors by February 28th. CliftonLarsonAllen(CLA) will be onsite the week of March 4th. The Board Treasurer, Joe Prows, Assistant Treasurer, Erin Hottenstein, and Executive Director, Liane Jollon are planning to meet with the auditors that week. Laura Mai, Health District Finance Director, will give a presentation at the May 2024 Board meeting.

c. Board of Directors Reports

No report.

d. Executive Committee Update

In conversation about the Executive Director's 6 month review and her contract.

e. Executive Director Staff Report

Executive Director Jollon reported that the 2023 Year-End Reports are coming next month. Ms Jollon described that for 2024, staff is working on systems and structure for ongoing monthly reporting for programs, services and functions that incorporate more timely, robust quantitative data to support the brief narrative summaries that have been provided to the Board monthly since she joined the District. She also stated that the Executive Team is working closely with the finance team to build out monthly reporting per division that will accompany the qualitative and quantitative monthly reporting per program, service or function. Ms. Jollon also indicated that the communications team is working on 2024's 30 year anniversary plans for the District.

VII. Announcements

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

Discussion of the process for the 6 month performance evaluation of the Executive Director.

Vice Chair Fields announced that she will be leading the six month review of the Executive Director that was built in to her employment contract. Ms. Fields reiterated that this review is an early “check in” to evaluate if things are on track. Survey questions will be distributed to Board members and staff Executive Team members. Ms. Jollon will also provide a self-evaluation. Goal is to compile surveys in time for the February Board meeting.

VIII. Adjournment

Motion: To adjourn out of the regular meeting.

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

The Regular Board Meeting was adjourned at 7:34pm.