



**BOARD OF DIRECTORS  
REGULAR MEETING**

**June 27, 2023**

**Health District Office Building**  
120 Bristlecone Drive, Fort Collins

Hybrid Meeting

**MINUTES**

**BOARD MEMBERS PRESENT:** Molly Gutilla, MS DrPH, Board President  
Erin Hottenstein, Treasurer Assistant  
John McKay, Secretary

<b>Staff Present:</b>	<b>Public Present:</b>
Lorraine Haywood, Interim Executive Director	June Hyman
Chris Sheafor, Support Services Director	
Laura Mai, Finance Director	
Richard Cox, Communications Director	
Chris Roth, IT/Network Manager	
Colton Frady, Assistant Finance Director	
Paul Mayer, Medical Director	
Alyson Williams, PPRE Director	
Misty Manchester, HR Director	
Dana Turner, Health Services Director	
Rosie Duran, Health Care Access Manager	
Lauren Jones, Executive Assistant	
Julie Estlick, Communications Specialist	
Jen Head, Behavioral Health Provider Lead	

**CALL TO ORDER; INTRODUCTIONS & APPROVAL OF AGENDA**

Director Molly Gutilla called the meeting to order at 5:05 p.m.

**MOTION: To approve the agenda with two changes**  
**Delay discussing meeting dates and time changes**  
**Delay Alyson Williams presentation**  
*Motion by Molly Gutilla / Second by John McKay / Carried Unanimously*

**PUBLIC COMMENT**

None

## **CONSENT AGENDA**

- Approval of May 23, 2023 board meeting minutes
- Approval of 2023-12 Resolution to Appoint A Health District/PVHS Board Liaison
- May Financials

## **DISCUSSION & ACTIONS**

### *Classification and Compensation Study and Analysis – Lorraine Haywood*

The Health District issued a Request for Proposal for Classification and Compensation Study and Analysis. All responses were reviewed and evaluated, and a consulting firm has been selected. The memo to the Board of Directors outlines the different phases of the study that will be completed over approximately twenty-two weeks. The cost will be between \$51,525 and \$63,515, depending on the need for additional optional services. A request was made for approval to proceed with the Classification and Compensation Study and Analysis and to enter into a consulting contract not to exceed \$63,515. The results will be presented to the board in November prior to the public hearing on the budget.

**MOTION: To approve the Classification and Compensation Study and Analysis and to enter into a consulting contract not to exceed \$63,515 and to be signed by the Board President and Executive Director.**

*Motion by Erin Hottenstein / Second by John McKay / Carried Unanimously*

### *Building Repair and Maintenance – Chris Sheafor*

A memo was presented to the Board outlining building repairs and maintenance items that need to be addressed in the short term at the 425 West Mulberry St. and 2001 S. Shields St. buildings totaling approximately \$135,000. These were unforeseen repairs and were not included in the 2023 budget. Approval was requested to move \$135,000 from non-operating contingency funds to reserves to cover the cost of the repairs and, if the cost of any one item on the list is determined to be in excess of \$50,000, that the Board approve the Board President and Executive Director to sign a contract without having to bring the request back to the Board for approval.

**MOTION: To approve moving \$135,000 from the non-operating expenditures contingency line item to the reserve expenditures line item in order to move forward with these needed repairs and authorize the Board President and Executive Director to sign a contract if the actual cost of a listed repair item is in excess of \$50,000.**

*Motion by Erin Hottenstein / Second by John McKay / Carried Unanimously*

## **PRESENTATIONS**

### *Annual Investment Report – Laura Mai*

The Annual Investment Report was provided to the Board of Directors. Investment earnings in 2022 were \$122,785 which was an increase from the previous year. Yields fluctuated between 0.19% and 3.59%.

The May 2023 financials shows investment income of \$126,600 at the end of May and that we will probably surpass our budgeted amount of \$230,000 for 2023. The current yield across all investments is 4.65%. Funds are primarily held in the Colorado Trust investment portfolio with a current yield of 5.15%.

**OTHER UPDATES & REPORTS**

Dana Turner and Alyson Williams attended a recent MACC meeting and a representative from Rocky Mountain Health Plans shared that the first cohort in the Medicaid redeterminations had just been completed. They reported that 40% of those reviewed have become ineligible for benefits. There are concerns that current recipients are being notified by through the mail and some reported that they did not receive any communications. Current Medicaid recipients believe they have benefits, make appointments and find out at the appointment that they have no benefits. A review of will be conducted to determine how this will impact the services the Health District provides.

The Health District is in the process of reviewing IT needs and working on a multi-year plan to address software/hardware needs as well as determine which services would be better suited to be cloud-based.

**PUBLIC COMMENT – 2<sup>nd</sup> Opportunity**

Lexi Potter from Fort Collins adds that she appreciates what John McKay said earlier in the meeting about the living wage and that is appropriate for those living in Fort Collins.

**ANNOUNCEMENTS**

Tuesday, July 25<sup>th</sup> at 5:00pm – Board of Directors Regular Meeting

Tuesday, August 22<sup>nd</sup> at 5:00pm – Board of Directors Regular Meeting

**ADJOURN OUT OF REGULAR MEETING**

**MOTION: To adjourn the Regular Meeting**

*Motion by Erin Hottenstein / Second by John McKay / Carried unanimously*

The Regular Board Meeting was adjourned at 6:00pm.