



**BOARD OF DIRECTORS  
REGULAR MEETING  
July 25, 2023**

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

Remote 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

**BOARD MEMBERS EXCUSED:**

John McKay, Secretary

**ALSO PRESENT:**

Celeste Holder Kling, Liaison to PVHS/UC Health North

**Staff Present:**

Liane Jollon, Executive Director  
Lorraine Haywood, Deputy Director  
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  
Jessica Shannon, Resource Manager  
Tonya Kron, Connections Program Manager  
Angela Castillo, Evaluation and Data Analyst

**Public Present:**

Ann Yanagi  
Suzanne Kinney

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

Director Molly Gutilla called the meeting to order at 5:04 p.m.

**MOTION: To approve the agenda as presented**

*Motion by Julie Kunce Field / Second by Joseph Prows / Carried Unanimously*

## **PUBLIC COMMENT**

Ann Yanagi – Welcome to Liane Jollon for her first meeting.

## **DISCUSSION & ACTIONS**

### ***Nominees for Compass Advisory Committee – Julie Estlick***

There are two vacancies on the Compass Advisory Committee and propose the following fill those vacancies: Erica Muller, front office supervisor for the Health District’s Family Dental Clinic and community member Kathy Hayes, retired owner of Kathy Hayes Writing and Editing Services in Fort Collins and a former freelancer for *Compass*.

**MOTION: To approve the Nominees for Compass Advisory Committee**

***Motion by Julie Kunce Field / Second by Erin Hottenstein/ Carried Unanimously***

## **OTHER UPDATES & REPORTS**

### ***Executive Director Updates – Liane Jollon***

Liane Jollon reported on her first three weeks in her role as Executive Director. Received a facilities tour by Chris Sheafor which will be part of the on-boarding process for employees.

Finance Team: The team is planning the 2024 process. There is a comprehensive process in place, we are halfway through 2023 and that will inform the 2024 budgeting process.

Human Resources: The team has new hires and is working across the agency to fill positions.

Health Services: Filled key positions and are continuing to recruit. Working hard on eligibility, referrals and alignment of programs and services. The team is addressing Medicaid enrollment changes due to the end of the Public Health Emergency. Team has been working hard to ensure that there is appropriate outreach education and health coverage guides for one of the most significant changes in pay source in America’s history. The team is also preparing for later in the fall when there is open enrollment and is working closely with the Communications Department about Medicaid Dental benefits changes.

Research and Evaluation: Sue Hewitt is retiring in the fall. There is recruitment for a new manager of Research & Evaluation.

Community Impact: The Community Impact Team has an opening for a manager position. Working toward the Overdose Awareness Events at the end of August. The team is also preparing for the next legislative session.

Erin Hottenstein poses questions:

- Can we track how many people are losing Medicaid benefits? How is the Health District doing in their efforts for those that are eligible and regaining coverage?
- Asked a follow up question about outreach and education efforts with community partners on this subject.

Staff committed to including available information in future reports.

- Expense variances due to vacancies and scope of agency staffing vacancies?

Staff stated agency has approximately 10 unfilled positions and will continue to provide available data in future reports.

Molly and Liane will be working together on planning the board retreat that is coming up on August 28<sup>th</sup>.

### **CONSENT AGENDA**

- Approval of Resolutions 2023-02 to 2023-11 updating signature authority
- Approval of Resolution 2023-12 to Appoint a Health District/PVHS Liaison
- June Financials

**MOTION: To remove the June Meeting Minutes from the Consent Agenda and to add to August Agenda**

*Motion by Julie Kunce Field / Second by Joseph Prows / Carried unanimously*

**MOTION: To approve the Consent Agenda including the Approval of Resolution 2023-12 and June Financials**

*Motion by Julie Kunce Field / Second by Erin Hottenstein / Carried unanimously*

**MOTION: To approve the Consent Agenda including the Approval of Resolutions 2023-02 to 2023-05 regarding the safety deposit boxes**

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

**MOTION: To approve 2023-06 to 2023-11 updating signature authority**

*Motion by Julie Kunce Field / Second by Joseph Prows / Carried unanimously*

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

None.

### **ANNOUNCEMENTS**

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

August 28<sup>th</sup> at 8:00am – Board Retreat

September 26<sup>th</sup> at 5:00pm – Board of Directors Regular Meeting

### **ADJOURN OUT OF REGULAR MEETING**

**MOTION: To adjourn the Regular Meeting**

*Motion by Julie Kunce Field / Second by Erin Hottenstein / Carried unanimously*

The Regular Board Meeting was adjourned at 5:57pm.