BOARD OF DIRECTORS
MEETING
July 24, 2018

Health District Office Building
120 Bristlecone Drive, Fort Collins

MINUTES

BOARD MEMBERS PRESENT: Michael D. Liggett, Esq., Board President
Molly Gutilla, MS DrPH, Board Secretary
Joseph Prows, MD MPH, Board Treasurer
Faraz Naqvi, MD, Liaison to UCH Health-North/PVHS Board

Staff Present:
Carol Plock, Executive Director
Karen Spink, Assistant Director
Bruce Cooper, Medical Director
Richard Cox, Communications Director
Lorraine Haywood, Finance Director
Sue Hewitt, Evaluation Coordinator
Suman Mather, Evaluation Specialist
Jessica Shannon, Resource Development
Chris Shearor, Support Services Director
Nancy Stirling, Assistant to Board & ED

John Newman, Interim Dental Services Director
Lin Wilder, Community Impact Director

Others Present:
Vivian Perry, HIS Program Manager
Karen Morgan, Consultant
Josh Guernsey, Public, Waypoint Real Estate
Sally Knauer, Public, Physician
Justin Morrison, Public, Mountain-n-Plains Inc.
Dan Sapienza, Public

CALL TO ORDER; APPROVAL OF AGENDA
President Michael Liggett called the meeting to order at 5:16 p.m. There were no changes to the meeting agenda.

PUBLIC COMMENT
Dr. Salley Knauer, a resident of Fort Collins, is a retiring physician and currently owns a condo in the Harmony Campus complex. She recently contacted the Health District about an issue with the Ground Lease that covers the Harmony Valley Condominium Association. She expressed her appreciation for the steps already taken to start to address the issue which impacts her ability to sell her property. She stated that the lease, enacted in 1999, sets the ground lease limit at 2044 (the same time the original hospital lease agreement was originally set to expire). In her case, the potential sale of her condo became problematic when the buyer experienced concerns from a lender when attempting to get a 30-year loan. Ms. Knauer brought the issue to the Health District’s attention to see if the lease agreement could be extended at least to the term of the amended lease agreement with UCH Health, which is 2062. She understands that there is language in the grounds lease and the property declaration that would need to be addressed.
Mr. Josh Guernsey, with Waypoint Real Estate at 120 W. Olive Street, Suite 220, Fort Collins also spoke to the same issue mentioned by Dr. Knauer. Mr. Guernsey represents the buyer who is ready to close, but the finance company wanted the debt paid off prior to the land lease term limit, and is concerned about how he might transition the property to younger partners in the future. The extension of the land lease would help for now, but in the future, is likely to arise again.

A board question was whether a 30 year loan was the industry standard; the response from Mr. Guernsey was that 15-25 years is typical for commercial debt. Another board question was what the lender’s concern was; the response was that the lender was concerned about the uncertainty of what might happen at the end of the ground lease.

Mr. Justin Morrison, with Mountain-n-Plains, Inc., 375 E. Horsetooth, Suite 3-100, Fort Collins commented that he manages the Harmony Campus property and the Harmony Condos, in addition to the Redstone Building, and represents the Condo Association. He expressed his consensus with what was previously stated by Dr. Knauer and Mr. Guernsey and is in agreement with the request to change the language of the ground lease and the declaration for the benefit of all the association owners. He noted that UCHealth owns 82% of the condos.

Mr. Dan Sapienza spoke in support of Ms. Christine Bush, one of the applicants for the vacant board position. He pointed out her service on previous boards and with the health department and her ability to work as a community advocate, believed that she would be an excellent addition to the Health District Board.

PRESENTATIONS
HealthInfoSource.com Redevelopment Project
Ms. Lin Wilder, Community Impact Director, provided a brief introduction and overview of the HealthInfoSource redevelopment project. Since HealthInfoSource launched in 2003, much has happened and changed with the web, how people like to get information on the web, and with web page design and function. The site is outdated, and we previously identified the need and opportunity to re-think the HealthInfoSource web site and envision how it might be improved to better serve the community.

A 4-phase approach to consider the redevelopment of the web site was approved by the board – 1) an internal review to list potential desired changes; 2) a user discovery process; 3) development of a blueprint and cost estimate by a qualified vendor; and 4) if approved by the board, design and implementation. A part-time project manager, Vivian Perry, and a local web agency, NerdyMind, were hired to help with plan development and recommendations for a redesigned site. A key part of the process was to conduct user research with two key groups: residents of Larimer County (consumers) and local health-care and care coordination professionals. Included in the meeting packet is a summary report of the findings from this research titled “HealthInfoSource Discovery Phase: Opinions from Consumers and Professionals.” This presentation highlights the key findings.

Ms. Karen Morgan, of Morgan Consulting, provided the highlights from the consumer research. Highlights of note from the research include:

- If you re-design it, will they use it? A unanimous “YES”, We need it!
  IF it is rebuilt, improved, and well-maintained
- What is the need?
  - Comprehensive provider directory – including whether they are accepting new patients, location (work, home, public transit routes)
  - Resource Guide – include local classes, support groups, events; services for seniors; behavioral health resources, including for adolescents
  - Health Care Navigation Tips – tips for choosing a counselor/doctor, what to ask a doctor or therapist, what's the best resource for me now, what do I need to know about privacy information.
  
  “To know what is locally available is invaluable”

- Recommendations – make it easy to search and use; make it an unbiased and independent source; keep information current; include unique and local information; help consumers make informed decisions and how to use resources effectively; and be very VISIBLE – promote – promote – promote, and promote some more!

Project Manager Vivian Perry shared findings from research with health care professionals. Four different focus group meetings were conducted that included behavioral health professionals, physicians, and care coordination providers. Highlights from this research include:

- Will it lead to improved community health? - Participants said they would be excited to have a rebuild because the health care system is so complex; it would be helpful to have one place to go to rather than multiple internet searches. They gave examples of how they use HIS to share information with clients and patients and that having an easy-to-use resource for the community would be very useful. And because they share information from the web site, the information needs to be current and up to date.

- Help navigating a complex system - Many mentioned the need for an updated web site with a behavioral health focus. From the behavioral health point of view, care coordinators are overwhelmed with forms and information.

- What Professional Users Want – A website that is fast, accurate, and available in a crisis. Also, a tool that enables professionals to find, store and share information easily. For behavioral health issues especially, the possibility of having other tools like “Chat” might be useful to people in the younger sector.

- Recommendations – Link – don’t duplicate (i.e., the Office on Aging has a great amount of information for people online); more pictures, fewer words; work closely with providers to make sure we capture their information; continue to involve users (i.e., feasibility studies); do not overlook complementary agencies like United Way and statewide call centers – work together.

The board commented that it looks like the project is moving in the right direction, and that if it’s done right, it would be used regularly. A board question was whether the issue of being able to search for costs of medications and procedures came up; while costs were mentioned, organizations working on that in the state are finding that it’s very difficult to accurately portray.

Next steps for the project will include a presentation from NerdyMinds to the Board where they will bring their recommendations of approach, user mind maps, mock ups, wire frames (helps determine how one progresses through the site), platforms, and costs. Staff are finding that it may be simpler but more powerful than we originally thought. Discussion from that presentation will lead to whether to move forward to budget for design and implementation.
DISCUSSION AND ACTIONS

Term of Ground Lease for Harmony Campus

Included in the meeting packet for the Board’s review and consideration is a memo titled “Request to Extend Ground Lease at Harmony Campus.” The Health District owns the land at Harmony Campus, and entered into a Building Site Lease with PVHS (PVHS/UCH) in 1999. The Building Site Lease term currently goes to 2044 and would expire in 26 years. As discussed in public comments, loans can be 30 years and thus the lease term can create a challenge when it comes to selling property at Harmony Campus and financing loans for such purchases. The Health District’s attorney has looked at the documents and suggests that the Health District Board consider an amendment to the Building Site Lease agreement which would then need to also be approved by the PVHS/UCH Board and the Harmony Valley Condominium Association. The attorney also recommends that if the Building Site Lease term is extended, the parties also consider amending some of the language in the Declaration of Covenants, Conditions and Restrictions for the Harmony Valley Condominiums in order to make it easier to make any future building site lease term extensions.

Staff is therefore recommending that the Health District Board of Directors give their approval for the Health District and our attorneys to begin working with the appropriate representatives and attorneys from PVHS/UCH and the Harmony Valley Condominium Association on wording that would be appropriate for these changes, including but not limited to extending the Building Site Lease so that it is consistent with the Operating Lease between the Health District and PVHS/UCH, which has a term that ends in 2062. If the parties can agree on potential wording for consideration by their decision-making authorities, we would submit it to the Health District Board of Directors for their decision in a subsequent meeting. The Board agreed by consensus with the recommendation and asked staff to move forward as outlined.

End of Year Reports: Discussion; Approval of Plans

Typically the prior year’s End of Year Reports and plans for the current year for each program are discussed during the annual board retreat. Given that the board’s annual retreat will be delayed, staff prepared two high priority program reports for review by the Board. The Board preferred to discuss all the programs together during the retreat, so this topic was postponed until then.

Appointment of Board Member to Fill Vacancy

Board President Michael Liggett noted that the Board, in its work session meeting, interviewed three candidates of the six who applied for the vacant board position: Celeste Kling, Erin Hottenstein, and Christine (Christy) Bush. He noted that the Board needs to make an appointment, or there is a risk that the County Commissioners could appoint a member. The board narrowed the candidates to two, and noted that both were excellent candidates. The board members discussed the different attributes and advantages of both Celeste Kling and Christy Bush, the advantage of having experience on the board, the community involvement of each, the ability to follow the vision, and the importance of understanding our relationship with PVHS/UCH (and having experience in past decisions).

MOTION: To select Ms. Celeste Kling to fill the board member vacancy position.

Motion/Seconded/Carried Unanimously

Ms. Plock will send a letter of thanks to the candidates from the Board.
UPDATES & REPORTS
Executive Director Updates
- **Mental Health Ballot Initiative** – the Larimer County Commissioners unanimously approved to put the mental health issue on the upcoming ballot. Now that the issue has become a formal initiative, there are limitations on what we can do as staff and board members. No Health District dollars can be used on behalf of the initiative, though the Board can pass a Resolution and have it posted on the Health District web site. Ms. Plock will research what board members can and cannot do in regard to ballot initiatives.
- **Dental Services Director** – Selected and to be announced soon – highly qualified!
- **Medicaid Accountable Care Collaborative** – The state is in the process of transitioning from RCCOs (regional care coordination organizations) to RAEs (regional accountable entities), which will be a new system where every Medicaid patient will be assigned/attributed to specific practices. Already there have been some challenges with patients being attributed incorrectly, which impacts the payments that practices receive. The MACC group is trying to help list key issues for the state’s attention for resolution. Many more changes are ahead in this transition.
- **Substance Use Disorder Public Perception Campaign** – Our vendor, Toolbox Creative, recently showed us their mock ups of “pods” created to help people better understand what we know now about substance use disorders.
- **Advanced Care Planning** – A site visit was held with the funder, Next50 Initiative, a new foundation that is dedicated to funding initiatives that improve community services for the older adult population and their caregivers. They were very excited about our work and noted that we were very lucky to have been funded in the first round.

UCHealth-North/PVHS Board Liaison Report
There was no report at this time.

CONSENT AGENDA
- Approval of the June 26, 2018 Board Meeting Minutes.

  MOTION: To approve the Consent Agenda as presented.  
  Motion/Seconded/Carried Unanimously

ANNOUNCEMENTS
- August 28, 4:00 pm – Board of Directors Regular Meeting

Now that the board vacancy has been filled staff will move to find a date for the board retreat. The retreat will be a day long and will be held at a local venue.

ADJOURN

  MOTION: To adjourn the meeting.  
  Moved/Seconded/Carried Unanimously

The meeting was adjourned at 6:32 p.m.
Respectfully submitted:

Nancy Stirling, Assistant to the Board of Directors

Michael D. Liggett, Esq., Board President

Molly Gutilla, MS DrPH, Board Secretary

Joseph Prows, MD MPH, Board Treasurer

Faraz Naqvi, MD, Liaison to UCHhealth-North/PVHS Board