



MINUTES

Southern Nevada District Board of Health Meeting November 15, 2018 – 8:00 a.m.

**Southern Nevada Health District, 280 S. Decatur Boulevard, Las Vegas, NV 89107
Red Rock Trail Conference Room A and B**

- BOARD:** Marilyn Kirkpatrick – Chair, Commissioner, Clark County
Scott Black – Vice Chair, Councilmember, City of North Las Vegas
(Present) Bob Coffin – Councilmember, City of Las Vegas
Michele Fiore – Councilmember, City of Las Vegas
Chris Giunchigliani – Commissioner, Clark County (*arrived at 8:25 a.m.*)
Frank Nemeč – At-Large Member, Physician
Scott Nielson – At-Large Member, Gaming
Rich Shuman – Councilmember, City of Boulder City
Brian Wursten – Secretary, Councilmember, City of Mesquite
- (Absent):** Nicole Brisson – Regulated Business/Industry
Dan Stewart – Councilmember, City of Henderson

ALSO PRESENT: None
(In Audience)

LEGAL COUNSEL: Annette Bradley, Esq.

EXECUTIVE SECRETARY: Joseph P. Iser, MD, DrPH, MSc, Chief Health Officer

STAFF: Heather Anderson-Fintak, Ernest Blazzard, Andrew Glass, Amy Hagan, Fermin Leguen, Edie Mattox, Joanne Ruppier, Christopher Saxton, Jennifer Sizemore, Marlo Tonge, Victoria Volz, Jacqueline Wells

I. CALL TO ORDER

Chair Kirkpatrick called the Southern Nevada District Board of Health meeting to order at 8:00 a.m.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT: A period devoted to comments by the general public about those items appearing on the agenda. Comments will be limited to five (5) minutes per speaker. Please step up to the speaker's podium, clearly state your name and address, and spell your last name for the record. If any member of the Board wishes to extend the length of a presentation, this may be done by the Chairman or the Board by majority vote.

Seeing no one, Chair Kirkpatrick closed this portion of the meeting.

IV. ADOPTION OF THE NOVEMBER 15, 2018 AGENDA (for possible action)

A motion was made by Member Nielson seconded by Member Black and carried unanimously to approve the November 15, 2018 Agenda as presented.

V. CONSENT AGENDA: Items for action to be considered by the Southern Nevada District Board of Health which may be enacted by one motion. Any item may be discussed separately per Board Member request before action. Any exceptions to the Consent Agenda must be stated prior to approval.

1. **APPROVE MINUTES/BOARD OF HEALTH MEETING:** October 25, 2018 (*for possible action*)
2. **PETITION #32-18 – Approval of Interlocal Contract between Southern Nevada Health District and the City of Las Vegas – Racial and Ethnic Approaches to Community Health (REACH) Grant Award;** direct staff accordingly or take other action as deemed necessary (*for possible action*)
3. **PETITION #33-18 – Approval of Interlocal Contract between Southern Nevada Health District and the City of Henderson – Racial and Ethnic Approaches to Community Health (REACH) Grant Award;** direct staff accordingly or take other action as deemed necessary (*for possible action*)

A motion was made by Member Coffin seconded by Member Black and carried unanimously to approve the Consent Agenda presented.

- VI. PUBLIC HEARING / ACTION:** Members of the public are allowed to speak on Public Hearing / Action items after the Board's discussion and prior to their vote. Each speaker will be given five (5) minutes to address the Board on the pending topic. No person may yield his or her time to another person. In those situations where large groups of people desire to address the Board on the same matter, the Chair may request that those groups select only one or two speakers from the group to address the Board on behalf of the group. Once the public hearing is closed, no additional public comment will be accepted.

There were no items to be heard.

VII. REPORT/DISCUSSION/ACTION

1. **Receive/Review/Discuss Audit Report from Eide Bailly;** direct staff accordingly or take other action as deemed necessary (*for possible action*)

Chair Kirkpatrick noted items VII.1. and VII.2. would be combined for the record.

Ernest Blazzard, Financial Services Manager, introduced Tammy Miramontes, Engagement Partner and Richard Walker, Manager, who reviewed the Eide Bailly Independent Auditor's Report. In the auditor's opinion, the District's financial statements have been maintained in accordance with general accounting principles. Ms. Miramontes noted certain errors occurred in the determination or classification of payments to satisfy employee contribution requirements in the adoption, as of July 1, 2016, of GASB Statement No. 82, *Pension Issues – An Amendment of GASB No. 67, No. 68 and No.73* ("GASB 82"), resulting in the overstatement of amounts previously reported for deferred outflows of resources, net pension liability-related amounts for the year ended June 30, 2017, and were discovered by management during the current year based on communications from the Public Employees' Retirement System of Nevada (PERS), including a restated Schedule of Employer Allocation for GASB 82 Implementation. Accordingly, amounts for deferred outflows of resources, net pension liability-related amounts, have resulted in a restatement of net position as of July 1, 2017. The auditor's opinion is not modified with respect to these matters.

SNHD has adopted the provisions of GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* which has resulted in a restatement of the net position as of July 1, 2017. The auditor's opinion is not modified with respect to this matter.

There were no material weaknesses, significant deficiencies or material noncompliance indicated in the Government Auditing Standards Report, which is an improvement from 2017.

Ms. Miramontes reviewed the Uniform Guidance Report, which applies to major programs, in this case Public Health Emergency Preparedness, Family Planning Services, National Bioterrorism HPP and HIV Prevention. No material noncompliance was found that would result in modification of the auditor's opinion.

There were three significant deficiencies reported, none rising to the level of material weaknesses:

1) 2018-001 Program income, repeat of 2017-001

The Family Planning program requires that patients under the federal program may be only charged for services if they are unable to demonstrate the ability to pay. It is the responsibility of the District to obtain verification of ability to pay and to apply a sliding discount to the patient's charges based upon their income as it relates to the Federal Poverty Guidelines. Three encounters were tested in which it was found the patient's income classification was not supported by current proof of income verification support. In one instance the proof of income was not updated within one year of the encounter date. In another instance, the patient's income classification did not agree with the verification form and the patient was incorrectly charged for services. In the final instance, the income classification, while appropriate, did not agree with the patient verification form. It is recommended that management implement stronger patient file review to correct the breakdown in controls over the process, to avoid noncompliance in the future.

2) 2018-002 Procurement, Suspension, and Debarment – New

2 CFR Part 200 (Uniform Guidance) requires price or rate quotations from an adequate number of qualified sources for all purchases over the micro-purchase threshold. The District's policies do not require quotations, or RFP procedures to be implemented, for certain purchases including professional services, additions to and repairs and maintenance of equipment which may be more efficiently added to, repaired or maintained by a certain person, equipment which (by reason of the training of personnel or of an inventory of replacement parts maintained by the local government) is compatible with existing equipment, perishable goods, insurance, hardware and associated peripheral equipment and devices for computers, software for computers, books, library materials and subscriptions. Under NRS 332, certain exceptions to the State's procurement standards are allowed for local governments. These exceptions are not allowed under Uniform Guidance. The District's policies comply with the standards set by NRS 332 but are not compliant with Uniform Guidance. It is recommended that SNHD implement new procurement policies which incorporate the requirements under Uniform guidance for Federally funded purchases.

3) 2018-003 Allowable Costs

Personnel costs charged to a grant must be for employees budgeted to the program. Certain non-hours based personnel costs, such as longevity pay and cell phone stipends for employees not included in the approved grant budget, or for employees who did not work on the grant during the period tested, were charged to the grants. The District's HR department uses "quickpay" codes within the payroll system to manually assign employees to Federal programs, however when program budgets are changed, the employee adjustments are not always communicated to HR in a timely manner, thus quickpay codes are not being updated in a timely manner. It was recommended that SNHD improve communication and review controls over payroll for employees budgeted to Federal programs.

2. **Receive and Discuss Information Regarding the October 30, 2018 Finance Committee Meeting**; direct staff accordingly or take other action as deemed necessary (*for possible action*)

Member Nielson, Chair of the Finance Committee, reported that on October 30, 2018, the Finance Committee met, unfortunately, due to lack of quorum, they were unable to make a motion to bring a recommendation to the Board. There was extensive discussion regarding the items presented to the committee and as pointed out, there has been improvement in material weakness and deficiencies from the last audit. Also discussed, in the uniform guidance report, ways to correct the reported deficiencies was discussed so these issues will not be repeated going forward. The committee made it clear that there was a need for additional training and the Finance department will come back to the committee with ideas and procedures to eradicate these issues.

A motion was made by Member Black seconded by Member Shuman and carried unanimously to accept the Audit Report from Eide Bailly as presented.

- VIII. BOARD REPORTS:** The Southern Nevada District Board of Health members may identify and comment on Health District related issues. Comments made by individual Board members during this portion of the agenda will not be acted upon by the Southern Nevada District Board of Health unless that subject is on the agenda and scheduled for action. (***Information Only***)

Chair Kirkpatrick noted that she was hard on the auditors and finance staff during the Finance Committee meeting and there were some employees in Finance that felt that she did not appreciate their work which is incorrect. Chair Kirkpatrick wanted to set the record straight by stating that she appreciates the Finance staff, understands that there is a lot that they must do, however, she wants to get back on track and get things headed in the right direction.

IX. CHO COMMENTS (OR HEALTH OFFICER & STAFF REPORTS)

- Dr. Iser reported, as a public health message for the upcoming holidays, the District has posted safety cooking tips on the website.
- Vector season has ended, and tracking has stopped. There were no cases of West Nile Virus this year in Nevada. Enhanced surveillance will continue.
- The Service Awards Recognition program will be held on December 8, 2018 at Texas Station from 5:00 – 11:00 p.m. Employees with 5, 10, 15, 20, and 25-year anniversaries will be honored. Dr. Iser invited the Board members and urged them to purchase tickets for the event.

X. INFORMATIONAL ITEMS

1. Chief Health Officer and Administration Monthly Activity Reports
2. Clinical Services Monthly Activity Reports
3. Community Health Monthly Activity Reports
4. Environmental Health Monthly Activity Reports

- XI. PUBLIC COMMENT:** A period devoted to comments by the general public, if any, and discussion of those comments, about matters relevant to the Board's jurisdiction will be held. No action may be taken upon a matter raised under this item of this Agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken pursuant to NRS 241.020. Comments will be limited to five (5) minutes per speaker. Please step up to the speaker's podium, clearly state your name and address, and spell your last name for the record. If any member of the Board wishes to extend the length of a presentation, this may be done by the Chairman or the Board by majority vote.

Victoria Harding, SNHD/SEIU reported that she would like to kick off bargaining season in a good way. Ms. Harding, along with Dr. Iser and Amy Hagan, Human Resources Administrator, have been working hard trying to heal and come together. She has had conversations with HR regarding wording on the contract and the importance of what the intent of the language means. In order to have the best negotiations, Ms. Harding would like to do this in the best way possible, as everything is already starting off with a bang. Many strides have been made and she would like to move this into

the bargaining session and wants to try, together, to have good bargaining where people are not stressed out and there is a really good contract at the end that everyone can be proud of.

Ms. Amy Gross, on behalf of the Sterling Court II HOA, asked the Board for assistance in reimbursement for costs incurred, at the direction of District staff, during a sewage clean-up issue in August. As Dr. Iser was not familiar with this site report, he assured the Board that he would review it with Ms. Gross and Director of Environmental Health, Christopher Saxton, and provide Ms. Gross with as much assistance as possible.

Chair Kirkpatrick commended Herb Sequera, Environmental Health Manager, on his work on the illegal dumping campaign. The Chair would like to do a campaign on opioids in February.

Seeing no one else, Chair Kirkpatrick closed this portion of the meeting.

XII. ADJOURNMENT

The Chair adjourned the meeting at 8:40 a.m.

Joseph P. Iser, MD
Chief Health Officer/Executive Secretary

/jw