

MINUTES

SOUTHERN NEVADA COMMUNITY HEALTH CENTER GOVERNING BOARD MEETING

February 18, 2025 – 2:30 p.m.

Meeting was conducted In-person and via Microsoft Teams

Southern Nevada Health District, 280 S. Decatur Boulevard, Las Vegas, NV 89107

Red Rock Trail Rooms A and B

MEMBERS PRESENT:

Donna Feliz-Barrows, Chair
Jasmine Coca, First Vice Chair
Sara Hunt, Second Vice Chair
Scott Black
Erin Breen
Ashley Brown
Marie Dukes
Blanca Macias-Villa
Jose L. Melendrez

ABSENT:

Luz Castro
Brian Knudsen

ALSO PRESENT

LEGAL COUNSEL:

Edward Wyner, Associate General Counsel

CHIEF EXECUTIVE OFFICER:

Randy Smith

STAFF:

Emily Anelli, Tawana Bellamy, Todd Bleak, Donna Buss, Robin Carter, Andria Cordovez Mulet, Tabitha Johnson, David Kahananui, Cassius Lockett, Cassandra Major, Bernadette Meily, Yin Jie Qin, Kim Saner, Felicia Sgovio, Justin Tully, Merylyn Yegon, Donnie (DJ) Whitaker

I. CALL TO ORDER and ROLL CALL

The Chair called the Southern Nevada Community Health Center (SNCHC) Governing Board Meeting to order at 2:31 p.m. Tawana Bellamy, Senior Administrative Specialist, administered the roll call and confirmed a quorum. Ms. Bellamy provided clear and complete instructions for members of the general public to call in to the meeting to provide public comment, including a telephone number and access code.

II. PLEDGE OF ALLEGIANCE

*Member Coca joined the meeting at 2:33 p.m.
Member Macias-Villa joined the meeting at 2:33 p.m.*

III. FIRST 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 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 Chair or the Board by majority vote.

Seeing no one, the Chair closed the First Public Comment period.

IV. ADOPTION OF THE FEBRUARY 18, 2025, MEETING AGENDA *(for possible action)*

Chair Feliz-Barrows called for questions or changes to the agenda. There were none.

A motion was made by Member Melendrez, seconded by Member Hunt, and carried unanimously to approve the February 18, 2025, meeting agenda, as presented.

V. CONSENT AGENDA: Items for action to be considered by the Southern Nevada Community Health Center Governing Board 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 – SNCHC GOVERNING BOARD MEETING:** January 21, 2025 *(for possible action)*
2. **Approve the Initial Credentialing and Privileging of Provider Robin Carter, DO;** direct staff accordingly or take other action as deemed necessary *(for possible action)*
3. ~~**Approve the CHCA-029 Collaborative Planning and Community Engagement Policy;**~~ direct staff accordingly or take other action as deemed necessary *(for possible action)*
4. ~~**Approve the CHCA-030 Community Education, Participation and Engagement Policy;**~~ direct staff accordingly or take other action as deemed necessary *(for possible action)*
5. ~~**Approve the CHCA-032 Quality Management Program Policy;**~~ direct staff accordingly or take other action as deemed necessary *(for possible action)*

Items V.3, V.4 and V.5 were removed from the Consent Agenda for further discussion.

A motion was made by Member Melendrez, seconded by Member Dukes, and carried unanimously to approve the Consent Agenda, as amended.

VI. REPORT / DISCUSSION / ACTION

Items V.3, V.4 and V.5 from the Consent Agenda:

3. **Approve the CHCA-029 Collaborative Planning and Community Engagement Policy;** direct staff accordingly or take other action as deemed necessary *(for possible action)*
4. **Approve the CHCA-030 Community Education, Participation and Engagement Policy;** direct staff accordingly or take other action as deemed necessary *(for possible action)*
5. **Approve the CHCA-032 Quality Management Program Policy;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

Further to an inquiry from Member Hunt, Randy Smith, CEO advised that the Collaborative Planning and Community Engagement and Community Education, Participation and Engagement policies existed under the Family Planning program and predated the FQHC. Mr. Smith further advised the requirements in the two policies were updated in preparation of an upcoming Family Planning program site visit. Mr. Smith further advised the Quality Management Program policy is an existing policy and was updated in preparation of the HRSA site visit.

Chair Feliz-Barrows called for a motion on Consent Agenda items V.3, V.4 and V.5.

A motion was made by Member Black, seconded by Member Hunt, and carried unanimously to approve Items V.3, V.4 and V.5 from the Consent Agenda, as presented.

1. Receive, Discuss and Accept the December 2024 Year to Date Financial Report; direct staff accordingly or take other action as deemed necessary *(for possible action)*

Donnie (DJ) Whitaker, Chief Financial Officer, presented the December 2024 Year to Date Financial Report, unaudited through December 31, 2024.

Revenue

- General Fund revenue (Charges for Services & Other) is \$16.93M compared to a budget of \$14.07M, a favorable variance of \$2.86M.
- Special Revenue Funds (Grants) were \$3.35M compared to a budget of \$3.93M, an unfavorable variance of \$587K.
- Total Revenue was \$20.28M compared to a budget of \$18.00M, a favorable variance of \$2.28M.

Expenses

- Salary, Tax, and Benefits was \$6.83M compared to a budget of \$6.86M, a favorable variance of \$31K.
- Other Operating Expense was \$13.67M compared to a budget of \$12.11M, an unfavorable variance of \$1.56M.
- Indirect Cost/Cost Allocation was \$3.90M compared to a budget of \$3.83M, an unfavorable variance of \$70K.
- Total Expense was \$24.40M compared to a budget of \$22.81M, an unfavorable variance of \$1.59M.

Net Position: was negative \$4.12M compared to a budget of negative \$4.81M, a favorable variance of being less negative by \$684K overall.

Ms. Whitaker further provided an overview of the following:

- Revenue and Expenses by Department
- Patient Encounters by Department
- Patient Encounters by Clinic
- Year to Date by Month (by Department and by Type)

Chair Feliz-Barrows called for questions and there were none.

A motion was made by Member Melendrez, seconded by Member Black, and carried unanimously to Accept the December 2024 Year to Date Financial Report, as presented.

2. Receive, Discuss and Approve the Augmentation to the Southern Nevada Community Health FY2025 Budget; direct staff accordingly or take other action as deemed necessary (*for possible action*)

Donnie (DJ) Whitaker, Chief Financial Officer, presented the Augmentation to the Southern Nevada Community Health Center's FY2025 Budget, with the following highlights:

Revenues

- FY2025 Adopted Budget Revenue was \$36.7M
- FY2025 January Budget Augmentation Revenue was \$41.8M.

Revenues – General Fund:

- Total *Charges for Services revenue was augmented to \$31.4M, which is an increase of \$4.4M compared to \$27.0M from adopted budget. The major component of Charges for Services revenue is Pharmacy, which continues to increase and was projected at \$29.1M compared to \$24.7M from the adopted budget.

Revenues – Special

- Federal grants revenue increased from \$7.9M to \$8.1M due to new or adjustments of existing grants under Ryan White, Primary Health, and Refugee Health departments.

Expenditures

- FQHC FY2025 combined expenditures augmented budget was \$51.6M compared to \$46.3M from adopted budget.
- General Fund Pharmacy expenses were projected at \$29.5M, 71% of total FQHC expenses of \$41.8M. Pharmacy medication expenses increased from \$20.2M to \$23.9M, a \$3.7M increase to align with actuals that have been trending higher than original budget.
- Total salaries and benefits for General & Grants funds were \$14.1M, an increase of \$420K from the adopted budget of \$13.7M. This includes the adjustment for the negotiated Cost of Living and Merit increases.
- Total salaries and benefits represent 28% of total FQHC expenditures. More than 37% of Personnel expenses are supported by grants.

Chair Feliz-Barrows called for questions and there were none.

A motion was made by Member Hunt, seconded by Member Melendrez, and carried unanimously to approve the Augmentation to the Southern Nevada Community Health Center FY2025 Budget, as presented.

3. Receive, Discuss and Approve CHCA-031 Incident Reporting Policy; direct staff accordingly or take other action as deemed necessary (*for possible action*)

Mr. Smith presented the CHCA-031 Incident Reporting Policy.

Chair Feliz-Barrows called for questions and there were none.

A motion was made by Member Coca, seconded by Member Melendrez, and carried unanimously to approve CHCA-031 Incident Reporting Policy, as presented.

VII. 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 Feliz-Barrows called for board reports. There were none.

IX. CEO & STAFF REPORTS *(Information Only)*

- CEO Comments

Mr. Smith introduced Robin Carter, D.O., the new Chief Medical Officer and Medical Director. Ms. Carter provided a brief introduction about herself and medical background.

Mr. Smith provided the following HRSA Health Center Program updates:

- The HRSA Operational Site Visit (OSV) scheduled for February 25, 2025 – February 27, 2025, has been postponed. A new review date has not been announced by HRSA.
- SNCHC was able to access the Payment Management System (PMS) to execute drawdown requests and receive payments for qualifying grant expenditures.
- SNCHC's CY24 UDS report was submitted on February 13, 2025.
- HRSA Behavioral Health Technical Assistance engagement scheduled for March 2025 (virtual only).
- CY26 FTCA application open.
- NVPCA established regular meetings to communicate updates to FQHCs.
- NACHC established a weekly Federal Action Support Team Call.

Mr. Smith further shared some administrative and operational updates with the following highlights:

- Training provided to staff regarding the District's policy for interacting with law enforcement and HIPPA requirements.
- Community resources updated for immigration services.
- Family Planning CY24 FPAR 2.0 annual report due 2/28/25.
- Family Planning Title X site visit scheduled for September 2025.
- Family Planning rebranding to Sexual and Reproductive Health
- A dentist has been brought on as a temporary employee to assist with the development of the health center's oral health program. Construction of the Fremont dental clinic anticipated to begin in May.
- CY25 – 27 Strategic goals:
 - **Increase Access to Service**
 - Year-over-year increase in number of visits provided – CY24 increase 13% from CY23.
 - Amplified focus on same day/walk-in, overbooking, and integrated care
 - Significant No-Shows impacting operations (ranging from 30% - 40%)
 - Below benchmark performance with respect to the number of visits conducted per provide per hour compared to other NV FQHCs (CY23)
 - **Improve Financial Sustainability**
 - Through operations and not grants
 - A balanced payer mix is essential.

- CY24 UDS = 55% uninsured

Chair Feliz-Barrows commented that we may not have a Medicaid or Medicare systems soon and inquired if there have been discussions about it. Mr. Smith advised the Health Center program is designed to serve Medicaid patients, if it were to go away, it would be hard for any health center to continue being a viable institution. Mr. Smith shared that he is trying to keep staff focused on what is known today and what we can control.

Further to an inquiry from Chair Feliz-Barrows, Mr. Smith shared that he has heard from staff that some of the patients have expressed concerns about coming to the health center for appointments. Mr. Smith further shared that to ensure clients receive care, staff is encourage to use telehealth and offer access to medication sent by mail or courier.

Further to an inquiry from Member Hunt, Mr. Smith advised that JBS is the company providing behavioral health technical assistance.

Further to an inquiry from Member Hunt, Mr. Smith advised that he has not had conversations with other health center CEOs about what they are doing. Mr. Smith shared that our process meets the mission to reduce barriers to care and the reason for the sliding fee is to reduce the financial barrier to care, but the process for how a patient qualifies is different from health center to health center.

Further to an inquiry from Member Hunt, Mr. Smith advised that our government affairs advocacy team is the Nevada Primary Care Association, and the health center also receives legislative support from the health district.

Further to an inquiry from Member Hunt, Mr. Smith advised that we could provide a legislative update at a future meeting to include what would be in the best interest of the health center.

X. INFORMATIONAL ITEMS

- Community Health Center (FQHC) January 2025 Monthly Report

XI. SECOND 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. Comments will be limited to five (5) minutes per speaker. If any member of the Board wishes to extend the length of a presentation, this may be done by the Chair or the Board by majority vote.

Seeing no one, the Chair closed the Second Public Comment period.

XII. ADJOURNMENT

The Chair adjourned the meeting at 3:36 p.m.

Randy Smith
Chief Executive Officer - FQHC

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