



MINUTES

SOUTHERN NEVADA DISTRICT BOARD OF HEALTH MEETING

July 16, 2021 – 9:00 a.m.

Meeting was conducted via Webex Event

MEMBERS PRESENT: Scott Black – Chair, Mayor Pro Tempore, City of North Las Vegas
Marilyn Kirkpatrick – Vice Chair, Commissioner, Clark County
Brian Knudsen – Council Member, City of Las Vegas

ABSENT: Olivia Diaz – Council Member, City of Las Vegas
Frank Nemec – At-Large Member, Physician

ALSO PRESENT: None
(In Audience)

LEGAL COUNSEL: Heather Anderson-Fintak, General Counsel

EXECUTIVE SECRETARY: Fermin Leguen, MD, MPH, District Health Officer

STAFF: James Adams, Andria Cordovez Mulet, Andrea Green, Michael Johnson, Cassius Lockett, Cort Lohff, Karen White

I. **CALL TO ORDER and ROLL CALL**

The Chair called the Southern Nevada District Board of Health Meeting to order at 9:01 a.m. Andrea Green, Executive Administrative Secretary, administered the roll call.

II. **PLEDGE OF ALLEGIANCE**

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 portion.

IV. **ADOPTION OF THE JULY 16, 2021 MEETING AGENDA (for possible action)**

A motion was made by Member Kirkpatrick seconded by Member Knudsen and carried unanimously to approve the July 16, 2021 Agenda as presented.

V. **REPORT / DISCUSSION / ACTION**

1. **Nomination of Chair of the Nomination of Officers Committee;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

A motion was made by Member Black seconded by Member Kirkpatrick and carried unanimously to appoint Member Knudsen as Chair of the Nomination of Officers Committee.

2. **Approve Nomination of Officers Committee Meeting Minutes – June 22, 2020**; direct staff accordingly or take other action as deemed necessary (***for possible action***)

A motion was made by Member Black seconded by Member Kirkpatrick carried unanimously to approve the June 22, 2020 Nomination of Officers Committee Meeting minutes, as presented.

3. **Review and Consider Amendment to the BGP-005: Board Officers/Members and Approve Recommendations to the Southern Nevada District Board of Health at the July 22, 2021 meeting**; direct staff accordingly or take other action as deemed necessary (***for possible action***)

The Committee discussed an amendment to the BGP-005: Board Officers/Members to extend the timeframe that officers can serve to three (3) successive terms.

A motion was made by Member Kirkpatrick seconded by Member Knudsen and carried unanimously to recommend that the Board of Health approve the amendment to Section 1.A of BGP-005: Board Officers/Members extending that officers may serve no more than three (3) successive terms.

4. **Receive and Consider Nominations and Approve Recommendations to the Southern Nevada District Board of Health at the July 22, 2021 meeting for the FY2022 Southern Nevada District Board of Health Chair, Vice-Chair and Secretary**; direct staff accordingly or take other action as deemed necessary (***for possible action***)

The Committee reviewed the nominations that were received for the officer positions. The following recommendations for the Southern Nevada District Board of Health Officers for the one-year term beginning July 1, 2021 were made:

- Chair – Scott Black
- Vice Chair – Brian Knudsen
- Secretary – Dan Stewart

A motion was made by Member Black seconded by Member Kirkpatrick and carried unanimously to recommend that the Board of Health appoint Member Black as Chair, Member Knudsen as Vice Chair, and Member Stewart as Secretary of the Southern Nevada District Board of Health for FY2022.

- VI. **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 portion.

VII. **ADJOURNMENT**

The Chair adjourned the meeting at 9:08 a.m.

Fermin Leguen, MD, MPH
District Health Officer/Executive Secretary

/acm



AGENDA

SOUTHERN NEVADA DISTRICT BOARD OF HEALTH NOMINATION OF OFFICERS COMMITTEE MEETING

July 16, 2021 – 9:00 A.M.

Meeting will be conducted via Webex Event

NOTICE

WebEx Event address for attendees:

<https://snhd.webex.com/snhd/onstage/g.php?MTID=e5df1171897b3bf4f519fb0dac5c3f14b>

To call into the meeting, dial (415) 655-0001 and enter Access Code: [182 789 9771](https://snhd.webex.com/snhd/onstage/g.php?MTID=e5df1171897b3bf4f519fb0dac5c3f14b)

For other governmental agencies using video conferencing capability, the Video Address is:
1827899771@snhd.webex.com

NOTE:

- Agenda items may be taken out of order at the discretion of the Chair.
 - The Board may combine two or more agenda items for consideration.
 - The Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.
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I. CALL TO ORDER AND ROLL CALL

II. PLEDGE OF ALLEGIANCE

- 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 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.

There will be two public comment periods. To submit public comment on either public comment period on individual agenda items or for general public comments:

- **By Webex: Use the Webex link above. You will be able to provide real-time chat-room messaging, which can be read into the record by a Southern Nevada Health District employee or by raising your hand during the public comment period and a Southern Nevada Health District employee will unmute your connection. Additional Instructions will be provided at the time of public comment.**
- **By email: public-comment@snhd.org. For comments submitted prior to and during the live meeting, include your name, zip code, the agenda item number on which you are commenting, and your comment. Please indicate whether you wish your email comment to be read into the record during the meeting or added to the backup materials for the record. If not specified, comments will be added to the backup materials.**

IV. ADOPTION OF THE JULY 16, 2021 AGENDA *(for possible action)*

V. REPORT / DISCUSSION / ACTION

1. **Nomination of Chair of the Nomination of Officers Committee**; direct staff accordingly or take other action as deemed necessary (*for possible action*)
2. **Approve Nomination of Officers Committee Meeting Minutes – June 22, 2020**; direct staff accordingly or take other action as deemed necessary (*for possible action*)
3. **Review and Consider Amendment to the BGP-005: Board Officers/Members and Approve Recommendations to the Southern Nevada District Board of Health at the July 22, 2021 meeting**; direct staff accordingly or take other action as deemed necessary (*for possible action*)
4. **Receive and Consider Nominations and Approve Recommendations to the Southern Nevada District Board of Health at the July 22, 2021 meeting for the FY2022 Southern Nevada District Board of Health Chair, Vice-Chair and Secretary**; direct staff accordingly or take other action as deemed necessary (*for possible action*)

- VI. 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 Chairman or the Board by majority vote.

See above for instructions for submitting public comment.

VII. ADJOURNMENT

NOTE: Disabled members of the public who require special accommodations or assistance at the meeting are requested to notify Andria Cordovez Mulet in Administration at the Southern Nevada Health District by calling (702) 759-1201.

THIS AGENDA HAS BEEN PUBLICLY NOTICED on the Southern Nevada Health District's Website at <https://snhd.info/meetings>, the Nevada Public Notice website at <https://notice.nv.gov>, and a copy will be provided to any person who has requested one via U.S mail or electronic mail. All meeting notices include the time of the meeting, access instructions, and the meeting agenda. For copies of agenda backup material, please contact Andria Cordovez Mulet or Andrea Green at 280 S. Decatur Blvd., Las Vegas, NV 89107 or calling (702) 759-1201.



MINUTES

Southern Nevada District Board of Health Nomination of Officers Committee Meeting

June 22, 2020

**Upon Adjournment of the Southern Nevada District Board of Health Meeting
Southern Nevada Health District, 280 S. Decatur Boulevard, Las Vegas, NV 89107**

BOARD: Scott Black – At-Large Member, Regulated Business/Industry
(Present) Marilyn Kirkpatrick – Commissioner, Clark County
Brian Knudsen – Councilman, Las Vegas
Frank Nemec – At-Large Member, Physician

(Absent): Olivia Diaz

ALSO PRESENT: None
(In Audience)

LEGAL COUNSEL: Annette Bradley, Esq.

EXECUTIVE SECRETARY: Fermin Leguen, MD, MPH, Acting Chief Health Officer

STAFF: Michelle Cintron, Andrea Green

I. CALL TO ORDER

Chair Black called the meeting to order at 9:30 a.m.

- II. 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, the Chair closed this portion of the meeting.

III. ADOPTION OF THE JUNE 22, 2020 AGENDA (for possible action)

A motion was made by Member Kirkpatrick seconded by Member Knudsen and unanimously carried to adopt the June 27, 2019 agenda as presented.

IV. REPORT/DISCUSSION/ACTION

- 1. Nomination of Chair of the Nomination of Officers Committee;** direct staff accordingly or take other action as deemed necessary **(for possible action)**

A motion was made by Member Kirkpatrick seconded by Member Knudsen and carried unanimously to appoint Member Black as Chair of the Nomination of Officers Committee.

2. **Approve Nomination of Officers Committee Meeting Minutes – June 27, 2019**; direct staff accordingly or take other action as deemed necessary (***for possible action***)

A motion was made by Member Nemec seconded by member Knudsen carried unanimously to approve the June 27, 2019 Nomination of Officers Committee Meeting minutes as presented.

3. **Receive and Consider Nominations and Approve Recommendations to Southern Nevada District Board of Health at the July 25, 2019 Board of Health Meeting for Board of Health Meeting for FY 2019 – 2020 for the Following Positions:**

- A. **For the Southern Nevada District Board of Health Chair, Vice Chair and Secretary**
B. **For the Southern Nevada District Public Health Advisory Board Chair and Vice Chair;**

direct staff accordingly or take other action as deemed necessary (***for possible action***)

Board of Health Nominations

Nomination interest forms for **Chair** were received for Scott Black.

Nomination interest forms for **Vice Chair** were received for Marilyn Kirkpatrick.

A nomination interest form for **Secretary** was received for Brian Knudsen.

A motion was made by Member Kirkpatrick seconded by Member Nemec and carried unanimously to recommend Member Black as Chair, Member Kirkpatrick as Vice Chair, and Member Knudsen as Secretary of the Board of Health for FY2020 – 2021.

Public Health Advisory Board Nominations

Nomination interest forms for **Chair** were received for Kenneth Osgood.

There were no nomination interest forms received for **Vice Chair**.

A motion was made by Member Kirkpatrick seconded by Member Black and carried unanimously to recommend Kenneth Osgood as Chair and Michael Collins as Vice Chair of the Public Health Advisory Board for FY2020 – 2021.

A motion was made by Member Black seconded by Member Kirkpatrick and carried unanimously to advise the Full Board at the June 25, 2020 meeting of the recommendations presented at this meeting as follows:

Board of Health

Chair – Scott Black

Vice Chair – Marilyn Kirkpatrick

Secretary – Brian Knudsen

Public Health Advisory Board

Chair – Kenneth Osgood

Vice Chair – Michael Collins

- V. **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.

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

VI. ADJOURNMENT

The Chair adjourned the meeting at 9:38 a.m.

Fermin Leguen, MD, MPH
Acting Chief Health Officer/Executive Secretary

/mc

BGP-005: BOARD OFFICERS / MEMBERS

Adopted: 5/26/2011

Amended: 7/23/2015

Southern Nevada District Board of Health

SOUTHERN NEVADA HEALTH DISTRICT

1. Terms of Office

A. An officer of the Southern Nevada District Board of Health (Board) serves a term of one (1) year, or until a successor is elected. No Board member may serve more than ~~threetwo~~ (32) successive terms in any one particular office and no person shall hold more than one (1) office at a time.

B. Members of the Board serve terms of two (2) years.

2. Board Composition

A. The Board shall be comprised of elected and non-elected members as follows:

- i. Two representatives of the Board of County Commissioners;
- ii. Two representatives of the governing body of the largest incorporated city in the county;
- iii. One representative of the governing body of each other city in the county;
- iv. One physician licensed to practice medicine in this State
- v. One representative of a non-gaming business or from an industry that is subject to regulation by the Health District; and
- vi. One representative from the association of gaming establishments.

B. Elected members will be selected for Board membership by the elected members of their respective entities. At-Large members will be selected upon nomination by the elected Board members.

3. Officer Composition

A. The officers of the Board shall be a Chair, a Vice Chair, and a Secretary. The Chair, Vice Chair, and Secretary shall be elected annually at the July meeting from among the voting Board members and will include at least one (1) elected member.

4. Selection Committee

A. Officers

- i. The Chair will form a Nomination of Officers Committee which will include, at a minimum, the current Board officers and convene no later than July of each year. The Nomination of Officers Committee will receive nominations for Board officers, discuss the nominations and make a recommendation to the full Board for annual election in July.

B. At-Large Members

- i. The Chair will form an At-Large Member Selection Committee which will include, at a minimum, two (2) current elected Board members, to receive and review nominations and/or applications for at-large membership, discuss the nominations, and make recommendations to the elected members of the Board at the next regularly scheduled meeting.
- ii. At-large members shall represent the Health District at large and must be selected based on their qualifications without regard to the location within the Health District of their residence or place of employment.

5. Election

- A. To select officers and at-large members, the following procedure will be used one office and/or at-large position at a time:
 - i. Any Board member may nominate for any office or at-large position (including the nomination of oneself);
 - ii. Nominations do not need to be seconded; and
 - iii. A motion, a second, and a vote will close nominations.
- B. Although the full Board may participate in discussion of the nominees, only elected Board members may vote on at-large members. At-large voting requires a quorum of elected Board members be present in person or via telephone.
- C. To be elected to an office, a nominee must receive a majority vote of the members in attendance.

6. Compensation

- A. Members serve without additional compensation for their services; but are entitled to reimbursement for necessary expenses for attending meetings or otherwise engaging in the business of the Board.

7. Vacancies

- A. Vacancies must be filled in the same manner as the original selection for the remainder of any unexpired term.
- B. Elections shall take place as soon as possible at a meeting following receipt of notice of the vacancy and in accordance with Nevada's Open Meeting Law.
- C. If the office of the Chair becomes vacant, the Vice Chair shall fill the vacancy until the election of a successor.

SOUTHERN NEVADA DISTRICT BOARD OF HEALTH

SUMMARY OF 2021 OFFICER NOMINATIONS

BOARD MEMBER	INTERESTED IN:			NOMINATE:		
	CHAIR	VICE-CHAIR	SECRETARY	CHAIR	VICE-CHAIR	SECRETARY
Scott Nielson				Scott Black	Marilyn Kirkpatrick	Brian Knudsen
Brian Knudsen		Brian Knudsen		Scott Black	Brian Knudsen	
Karen Dutkowski				Scott Black	Marilyn Kirkpatrick	Brian Knudsen
Scott Black				Marilyn Kirkpatrick	Brian Knudsen	Dan Stewart
Dan Stewart			Dan Stewart	Scott Black	Brian Knudsen	Dan Stewart
Olivia Diaz				Marilyn Kirkpatrick	Brian Knudsen	Dan Stewart