



## MINUTES

**Southern Nevada Community Health Center Governing Board Meeting  
October 30, 2019 – 2:00 p.m.  
Southern Nevada Health District, 280 S. Decatur Boulevard, Las Vegas, NV 89107  
Red Rock Trail Conference Room A and B**

**BOARD:  
(Present)** Scott Black – Chair, Mayor Pro Tempore, City of North Las Vegas  
Patrick Bozarth - Executive Director Community Counseling Center of Southern Nevada  
Gary Costa – Executive Director, Golden Rainbow  
Scott Garrett – Manager, POP Vegas Cultural Museum  
Brian Knudsen – Vice Chair, Council Member, City of Las Vegas  
Father Rafael Pereira – All Saints Episcopal Church

**(Absent):** Alexandra Ceballos – Dental Hygienist  
Dr. David DiJohn – Associate Professor Department of Pediatrics, Director of Maternal Child Wellness Program, UNLV School of Medicine  
Roie Evans – Retired/Disability Car Wash Company Owner  
Marilyn Kirkpatrick – Commissioner, Clark County  
Jose L. Melendrez – Executive Director of Community Partnerships, UNLV Department of Public Health

**ALSO PRESENT:  
(In Audience)** None

**LEGAL COUNSEL:** Annette Bradley, Esq

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

**STAFF:** Heather Anderson-Fintak, Ernest Blazzard, Michelle Cintron, Bernadette Meily, JoAnn Rupiper, Jennifer Sizemore, Margo Slater, Leo Vega, Victoria Volz, Lourdes Yapjoco

**I. CALL TO ORDER**

Chair Black called the Southern Nevada Community Health Center Governing Board meeting to order at 2:20 p.m.

**II. PLEDGE OF ALLEGIANCE**

**III. OATH OF OFFICE**

The Oath of Office was administered to new members Scott Black, Patrick Bozarth, Gary Costa, Scott Garrett, Brian Knudsen, and Father Rafael Pereira, and new officers Chair Scott Black and Vice Chair Knudsen by Michelle Cintron, Executive Administrative Secretary.

**IV. 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 none, Chair Black closed this portion of the meeting.

**V. ADOPTION OF THE OCTOBER 30, 2019 AGENDA (for possible action)**

*A motion was made by Member Knudsen seconded by Member Garrett and carried unanimously to approve the October 30, 2019 Agenda as presented.*

**VI. 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.

*There were no items to be heard.*

**VII. REPORT / DISCUSSION / ACTION:**

**A. Board Governance (for possible action)**

**1. Approval and Ratification of Board Membership**

The names of the various Board members were stated for the record:

Scott Black, Patrick Bozarth, Alexandra Ceballos, Gary Costa, Dr. David DiJohn, Roie Evans, Scott Garrett, Marilyn Kirkpatrick, Brian Knudsen, Jose Melendrez and Rafael Pereira.

*A motion was made by Member Knudsen seconded by Member Bozarth and unanimously carried to approve and ratify the Board Membership.*

**2. Discussion and Election of Board Officers (Chair and Vice Chair)**

Scott Black was recommended for Chair of the Southern Nevada Community Health Center Governing Board.

*A motion was made by Member Knudsen seconded by Scott Garrett and carried unanimously to elect Scott Black as Chair of the Southern Nevada Community Health Center Governing Board.*

*A motion was made by Chair Black seconded by Gary Costa and carried unanimously to elect Member Knudsen as the Vice Chair of the Southern Nevada Community Health Center Governing Board.*

The Oath of Office was administered to new officers Chair Scott Black and Vice Chair Knudsen by Michelle Cintron, Executive Administrative Secretary.

**3. Discussion and Approval of Executive Director Position**

There was discussion regarding the Executive Director position, and it was noted Dr. Leguen was identified as the Executive Director during the application process.

*A motion was made by Vice Chair Knudsen, seconded by Member Bozarth and carried unanimously to approve the appointment of Dr. Fermin Leguen as Executive Director of the Southern Nevada Community Health Center Governing Board.*

**4. Discuss and Approve Resolution CHC Bylaws and Authorize Chair to Sign**

The resolution of the Southern Nevada Community Health Center Governing Board to approve the Southern Nevada Community Health Center Governing Board Bylaws and designate

signature authority was developed and submitted in April 2019 to the Health Resources and Services Administration (HRSA) as part of the application process to operate a Federally Qualified Health Center (FQHC). ([Attachment 1](#))

*A motion was made by Vice Chair Knudsen, seconded by Member Garrett and carried unanimously to approve to approve the Southern Nevada Health District Community Health Center Governing Board Bylaws and designate signature authority to Chair Black.*

#### **5. Discuss and Approve and Ratification of Co-Applicant Agreement**

The Southern Nevada Health District Board of Health (District Board) is a public entity and political subdivision of the State of Nevada. The District Board is the Health District's governing board and shall act as the co-applicant board because it did not foundationally meet the requirements of becoming a Federally Qualified Health Center. The Co-Applicant agreement outlines the role for both the Southern Nevada Health District Board of Health and the Southern Nevada Community Health Center Governing Board. The Southern Nevada Community Health Center Governing Board is an independent board that collaborates with Southern Nevada Health District as a public agency. Board oversight responsibilities include evaluation of the Executive Director, budget approval, identification of operational policies and procedures, and to ensure goals are being met.

*A motion was made by Vice Chair Knudsen and seconded by Member Bozarth and carried unanimously to approve and ratify of the Co-Applicant Agreement.*

#### **6. Discuss and Approve Board Governance Policies**

Board Governance Policies are being developed and will be brought to future board meetings for approval.

*There was no action taken on this item.*

#### **7. Discuss, Identify, Accept Nominations, and Approve Standing/Ad Hoc Committees, and Appoint Members**

Newly formed Board has been set and Board members are currently learning about the makeup of the committee. Future board meetings will include accepting nominations, approval of standing ad/hoc committees, and appointment of members.

*There was no action taken on this item.*

#### **8. Discuss and Approve Long Range, Strategic, and Operational Plans**

Dr. Fermin Leguen presented an overview of the development of the Southern Nevada Community Health Center (CHC) as a new access point. ([Attachment 2](#))

A technical site visit by HRSA representatives is scheduled for December to review the functionality of the of the CHC, with a subsequent visit scheduled for January to demonstrate the range of operations. The Operational Plan was also presented to the Board by Dr. Leguen. ([Attachment 3](#))

*There was no action taken on this item.*

### **B. Operational Matters (for possible action)**

#### **1. Approval of HRSA Grant #H80CS33641**

HRSA Grant #H80CS33641 required Board approval.

*A motion was made by Vice Chair Knudsen seconded by Member Garrett and carried unanimously to approve the HRSA Grant #H80CS33641.*

**2. Discuss and Approve the Southern Nevada Community Health Center's preliminary Annual operating and Capital Budget**

Ernest Blazzard, Acting Director of Administration, presented an overview of the Southern Nevada Community Health Center budget and funding structure. ([Attachment 4](#))

*A motion was made by Vice Chair Knudsen seconded by Member Costa and carried unanimously to approve the Southern Nevada Community Health Center's preliminary Annual Operating Budget.*

**3. Discuss and Approve Board Meeting Schedule for 2019 and 2020**

There was discussion to schedule the next Board meeting and new member orientation on December 12, 2019. A place holder for the Board Orientation will be scheduled at 9:00 a.m. - 12:00 p.m. and the Board meeting from 12:00 p.m. - 2:00 p.m.

The 2020 Board meetings will occur on the fourth Thursday of each month from 2:00 p.m. - 4:00 p.m.

*There was no action taken on this item.*

- 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**)

There were no reports to be heard.

- IX. 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.

**X. ADJOURNMENT**

The Chair adjourned the meeting at 3:32 p.m.

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

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