



MINUTES

**Southern Nevada Community Health Center Governing Board Meeting
January 23, 2020 – 9:00 a.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
Ann Allen - Consumer
Patrick Bozarth - Executive Director Community Counseling Center
of Southern Nevada (via teleconference)
Erin Breen – UNLV College of Engineering Transportation Research Center
Scott Garrett – Manager, POP Vegas Cultural Museum
Jose L. Melendrez – Executive Director of Community Partnerships, UNLV School of
Public Health
Father Rafael Pereira – All Saints Episcopal Church
Lucille Scott - Consumer
Aquilla Todd - Consumer

(Absent): Gary Costa – Executive Director, Golden Rainbow
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
Brian Knudsen – Vice Chair, Council Member, City of Las Vegas

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

LEGAL COUNSEL: Annette Bradley, Esq

**EXECUTIVE
SECRETARY:** Dr. Fermin Leguen, MD, MPH, Acting Chief Health Officer/FQHC Executive Director

STAFF: Heather Anderson-Fintak, Ernest Blazzard, Michelle Cintron, Alfred McGugin, Andrea Green, Joann
Rupiper, Leo Vega

- I. **CALL TO ORDER**
Chair Black called the Southern Nevada Community Health Center Governing Board meeting to order at
2:05 p.m.
- II. **PLEDGE OF ALLEGIANCE**
- III. **OATH** – Oath of Office was administered to Members Ann Allen, Lucille Scott, Aquilla Todd by Michelle
Cintron, Executive Assistant

- 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 no one, Chair Black closed the public comment

- V. **ADOPTION OF THE January 23, 2020 AGENDA (for possible action)**

A motion was made by Member Melendrez and seconded by Member Breen carried unanimously to adopt the January 23, 2020 Agenda

- 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.

1. APPROVE MINUTES/COMMUNITY HEALTH CENTER GOVERNING BOARD MEETING:
December 12, 2019 (for possible action)

A motion was made by Member Garrett and seconded by Member Breen and carried unanimously to adopt the December 12, 2019 minutes

- VII. **REPORT/DISCUSSION/ACTION**

1. Review, Discuss, and Approve Sliding Fee Scale Policy; direct staff accordingly or take other action as deemed necessary (for possible action)

Joann Rupiper, Director of Clinical Services, gave a brief update on the Sliding Fee Scale Policy. The nominal fee will be \$20.00. This applies to anyone below 100% of the poverty level. We have 3 levels for FQHC, and each level goes up by \$10.00, the highest level being \$50.00. The top level is 200% of the poverty level, similar to WIC. We have two more tiers that accommodate grants such as Family Planning, which goes up to 250% of the poverty level and 250%-400% of the poverty level is for the Ryan White Program only.

Member Garrett asked how do we determine who is qualified for the Sliding Fee Scale

Joann replied it is based on household income and family size. Alfred McGugin, FQHC Operations Officer, elaborated, it is based on the annual Federal Poverty Guidelines, new federal guidelines are planned to be released next week.

Member Bozarth asked who determines who is eligible for the Sliding Fee Scale? Is it a case manager?

Joann Rupiper replied, the patient completes an income information form, and then it is uploaded into our electronic health record system by our staff and based off the patient's household income and family size, the system will determine if the patient is eligible for the Sliding Fee Scale. This is cross referenced with the Nevada Primary Care Association and Hopes, a FQHC, in Reno, Nevada.

Member Rafael asked if patients must bring documentation in to prove their income, and whether SNHD provides care to undocumented immigrants

Joann replied, we do not base our services on patients documented status. Dr. Leguen elaborated, we do not request immigration related documents from our patients, and we do not turn anyone away because of their inability to pay.

Chair Black moved to combine Item VII.1. and VII. 4 together

A motion was made by Member Garrett and seconded by Member Melendrez and carried unanimously to approve the Sliding Fee Scale Policy, Quality Management Program Policy, Quality Charter, Quality Management Plan, Sliding Fee Discount Program, and combining item VII.1 and VII. 4

2. Review, Discuss and Approve Proposed Amendment Bylaws, Notice of Proposed Amended Bylaws, Workforce Disclosure Form, and Risk Management Plan; direct staff accordingly or take other action as deemed necessary **(for possible action)**

Annette Bradley, General Counsel, began to elaborate on the Amended Bylaws, she said that there are fourteen non substantial changes that were made. The TA visit last month made some recommendation for clarity.

A motion was made by Member Garrett and seconded by Member Melendrez and carried unanimously to approve the Proposed Amended Bylaws, Notice of Proposed Amended Bylaws, and Workforce Disclosure Form

Annette, Bradley explained the Risk Management Plan to the board.

A motion was made by Member Melendrez and seconded by Member Breen and carried unanimously to approve the Risk Management Plan

3. Review, Discuss and Approve Standing and AD HOC SNCHC Committees and Appointment of Committee Members; direct staff accordingly or take other action as deemed necessary **(for possible action)**

Annette explained each meeting and how it must have no less than three members and no more than six members for each meeting.

A motion was made by Member Melendrez and seconded by Member Allen and carried unanimously to approve the Standing and AD HOC SNCHC Committees and Appointment of Committee Members

4. Review, Discuss, and Approve Quality management Program Policy, Quality Charter, quality Management Plan, and Sliding Fee Discount Program; direct staff accordingly or take other action as deemed necessary **(for possible action)**

Chair Black moved to combine Item VII.1. and VII. 4 together

5. Review, Discuss, and Approve SNCHC Monthly Report; direct staff accordingly or take other action as deemed necessary **(for possible action)**

Joann Rupiper, Director of Clinical services, reminded the board members of the upcoming site visit dates and the importance of each day. Alfred McGugin, FQHC Operations Officer, elaborated on the importance of attendance for the site visit.

A motion was made by Member Breen and seconded by Member Melendrez and carried unanimously to approve the SNCHC Monthly Report and to move the February 27th SNCHC Governing Board Meeting to 1:00 p.m.

VIII. BOARD REPORTS: The Southern Nevada Community Health Center Governing Board members may identify and comment on Health Center related issues or ask a question for clarification. Comments

made by individual Board members during this portion of the agenda will not be acted upon by the Southern Nevada Community Health Center Governing Board unless that subject is on the agenda and schedule for action. **(Informational Only)**

Seeing none, Chair Black closed Board Reports

IX. EXECUTIVE DIRECTOR & STAFF REPORTS (Informational Only)

- Executive Director Comments

Dr. Leguen gave a brief update on recruitment for SNCHC staff members, Coronavirus in China and the vaping issue.

- X. 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 wanted to remind the new SNCHC board members that we need to send anything related to the employees through the Joint Labor Management Committee.

Seeing no one further, Chair Black closed public comment

XI. ADJOURNMENT

The Chair adjourned the meeting at 3:09 p.m.

Fermin Leguen, MD, MPH
Acting Chief Health Officer/Executive Director/FQHC Executive Director

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