



MINUTES

**Southern Nevada Community Health Center Governing Board Meeting
January 29, 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)** Brian Knudsen – Vice Chair, Council Member, City of Las Vegas
Patrick Bozarth - Executive Director Community Counseling Center
of Southern Nevada (via teleconference)
Marilyn Kirkpatrick – Commissioner, Clark County
Erin Breen – UNLV College of Engineering Transportation Research Center
Jose L. Melendrez – Executive Director of Community Partnerships, UNLV School of
Public Health
Aquilla Todd – Consumer
Gary Cost – Executive Director, Golden Rainbow
Norman Liverpool IV - Consumer

(Absent): Ann Allen - Consumer
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
Father Rafael Pereira – All Saints Episcopal Church
Lucille Scott – Consumer
Scott Black – Chair, Mayor Pro Tempore, City of North 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, Jeff Quinn

I. CALL TO ORDER

Vice Chair Knudsen called the Southern Nevada Community Health Center Governing Board meeting to order at 9:07 a.m.

II. PLEDGE OF ALLEGIANCE

III. OATH– Oath of Office was administered to Member Norman Liverpool IV by Michelle Cintron,
Executive Assistant

Member Kirkpatrick called in at 9:11 a.m.

- 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, Vice Chair Knudsen closed this portion of the meeting.

- V. **ADOPTION OF THE January 29, 2020 AGENDA (for possible action)**

A motion was made by Member Melendrez and seconded by Member Breen and carried unanimously to adopt the January 29, 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: January 23, 2020 **(for possible action)**

A motion was made by Member Costa and seconded by Member Breen and carried unanimously to approve the January 23, 2020 minutes as presented.

- VII. **Report/Discussion/Action**: 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. **Receive, Discuss, Approve Compliance Program and Board Resolution in Support of Compliance Program**; direct staff accordingly or take other action as deemed necessary **(for possible action)**

Lynne Foster, Senior Compliance Officer, presented the Compliance Program to the board. **(Attachment 1)**. She asked the board to review the Board Resolution **(Attachment 2)** and stressed how critical it is to establish organizational culture that encourages ethical conduct. She explained the Code of Conduct **(Attachment 3)** sets the tone for our organization. It references some policies and procedures and has no new requirements for employees

Member Todd entered at 9:12 a.m.

Vice-Chair Knudsen inquired about the Compliance Program being compliant with HRSA and if there are any differences with the Federal Qualified Health Center and Health District Compliance Program. Lynne Foster responded there are no distinctions with the FQHC and Health District Compliance Program. Meetings are held to ascertain any changes made are in compliance with HRSA.

A motion was made by Member Breen and seconded by Member Melendrez and carried unanimously to approve the Compliance Program, Board Resolution, and Code of Conduct.

2. **Receive, Discuss, and Approve Governance Policies**; direct staff accordingly or take other action as deemed necessary **(for possible action)**

Annette Bradley, General Counsel, briefed the board about the purpose of the five Governance Policies and how they follows closely with the Bylaws. **(Attachment 4)**.

Vice-Chair Knudsen remarked whether or not the governance policies are compliant with HRSA and are any different than the FQHC and Health District governance policies.

Mrs. Bradley stated they are compliant with HRSA and there are no differences between the two.

Member Kirkpatrick applauded Annette on a job well done for the governance policies, and Vice-Chair Knudsen agreed.

A motion was made by Member Costa and seconded by Member Breen and carried unanimously to approve the Governance Policies.

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

Alfred McGugin, FQHC Operations Officer, briefed the board on the upcoming February Operational Site Visit. He informed the board there will be policies and compliance documents brought to the board for approval by HRSA. In addition, deficiencies in governance, need to be addressed prior to February Operational Site Visit.

Vice-Chair Knudsen asked for further explanation on the areas of deficiency to be addressed, and to define the expectations HRSA has for the board members.

Mr. McGugin stated the technical assistance report received from the first Operational Site Visit, indicated lack of participation

Vice-Chair Knudsen directed Mr. McGugin to document and send out all the expectations the board should have for the February Operational Site Visit and to schedule time to meet with each board member individually, prior to the site visit.

Member Kirkpatrick requested a corrective action plan to address deficiencies prior to the Operational Site Visit.

A motion was made by Vice-Chair Knudsen and seconded by Member Melendrez and carried unanimously to approve the SNCHC Detailed Monthly report, and for Mr. McGugin, to send the Technical Assistance Report stating the deficiencies to the board members, schedule individual and or group meetings with board members to be sure the board is adequately prepared prior to the February Operational Site Visit.

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 scheduled for action. **(Information Only)**

Vice Chair Knudsen requested receiving more information on a regular basis, agenda briefings and a 15-minute iPad tutorial before our next board meeting.

Ms. Bradley clarified Vice-Chair Knudsen's request regarding agenda briefings, noting compliance with open meeting law.

IX. HEALTH OFFICER & STAFF REPORTS (Informational Only)

Dr. Leguen gave a brief update on the Coronavirus, noting a patient was recently admitted to a local hospital, who recently traveled to China.

- 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.

Seeing no one further, Vice-Chair Knudsen 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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