



## MINUTES

**Southern Nevada Community Health Center Governing Board Meeting  
February 27, 2020 – 1:00 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  
Gary Costa – Executive Director, Golden Rainbow  
Scott Garrett – Manager, POP Vegas Cultural Museum  
Brian Knudsen – Vice Chair, Council Member, City of Las Vegas  
Marilyn Kirkpatrick – Commissioner, Clark County  
Jose L. Melendrez – Executive Director of Community Partnerships, UNLV Department of Public Health  
Erin Breen – UNLV College of Engineering Transportation Research Center  
Brian Knudsen – Vice Chair, Council Member, City of Las Vegas  
Aquilla Todd – Consumer  
Lucille Scott - Consumer
- (Absent):** Dr. David DiJohn – Associate Professor Department of Pediatrics, Director of Maternal Child Wellness Program, UNLV School of Medicine  
Norman Liverpool – Consumer  
Father Rafael – All Saints Episcopal Church
- ALSO PRESENT:** None  
**(In Audience)**
- LEGAL COUNSEL:** Annette Bradley, Esq
- EXECUTIVE SECRETARY:** Dr. Fermin Leguen, MD, MPH, Acting Chief Health Officer/FQHC Executive Director
- STAFF:** Heather Anderson-Fintak, Michelle Cintron, JoAnn Rupiper, Andrea Green

- I. CALL TO ORDER**  
Chair Black called the Southern Nevada Community Health Center Governing Board meeting to order at 1:03 p.m.
- II. PLEDGE OF ALLEGIANCE**
- III. 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.

**IV. ADOPTION OF THE FEBRUARY 27, 2020 AGENDA (for possible action)**

*A motion was made by Member Knudsen seconded by Member Kirkpatrick and carried unanimously to approve the February 27, 2020 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/COMMUNITY HEALTH CENTER GOVERNING BOARD MEETING: January 29, 2020 **(for possible action)**
2. PETITION #01-20; Approval of Professional Services Agreement with Dr. Farabi: direct staff accordingly or take other action as deemed necessary **(for possible action) (Attachment 1)**

*A motion was made by Member Kirkpatrick and seconded by Member Knudsen and carried unanimously to approve the consent agenda as presented.*

**VI. REPORT / DISCUSSION / ACTION:**

1. **Receive Report, Discuss, and Approve CHC Scope of Services, Discounted Fee Program, and Corresponding Fee Schedule;** direct staff accordingly or take other action as deemed necessary **(for possible action)**

Alfred McGugin, FQHC Operations Officer, presented the CHC Scope of Services, Discounted Fee Program, and Corresponding Fee Schedule to the board.

*Member Costa entered the meeting at 1:12 p.m.*

*A motion was made by Member Knudsen and seconded by Member Breen and carried unanimously to approve the CHC Scope of Services, Discounted Fee Program, and Corresponding Fee Schedule and to revisit report at the March 26, 2020 Board of Health Meeting.*

2. **Review, Discuss and Approve Committees and Member Appointments;** direct staff accordingly or take other action as deemed necessary **(for possible action)**

Annette Bradley, General Counsel, briefed the board on the Committees and Member Appointments. **(Attachment 2)**

*A motion was made by Member Kirkpatrick and seconded by Member Knudsen and carried unanimously to approve the Committees and Member Appointments.*

3. **Review, Discuss and Approve Committee Charters;** direct staff accordingly or take other action as deemed necessary **(for possible action)**

Annette Bradley, General Counsel, presented the Committee Charters to the board. **(Attachment 3)**

Member Knudsen suggested an assigned staff member communicate frequently regarding the committees the board members are assigned to.

*A motion was made by Vice Chair Knudsen, seconded by Member Kirkpatrick and carried unanimously to approve the Committee Charters.*

4. **Receive, Discuss and Approve Board Member Recruitment Retention & Plan;** direct staff accordingly or take other action as deemed necessary **(for possible action)**

Alfred McGugin, FQHC Operations Officer, presented the Board Member Recruitment Retention Plan to the board. ([Attachment 4](#))

*A motion was made by Vice Chair Knudsen, seconded by Member Todd and carried unanimously to approve to approve Board Member Recruitment Retention Plan.*

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

Alfred McGugin presented the Finance Report on behalf of Ernest Blazzard, Chief Financial Officer.

*A motion was made by Member Melendrez and seconded by Member Scott and carried unanimously to receive the finance report and pending approval at the March 26, 2020 meeting.*

Member Breen inquired why the report is showing zero. Robert Anderson, Consultant, expressed the budget was not submitted in a timely manner.

Chair Black requested a detailed finance report with briefings prior to the March 26, 2020 meeting.

6. **Receive, Discuss and Approve Quality Management Report;** direct staff accordingly or take other action as deemed necessary **(for possible action)**

Alfred McGugin, FQHC Operations Officer, presented the Quality Management Report to the board.

*A motion was made by Vice Chair Knudsen and seconded by Member Garrett and carried unanimously to approve the Quality Management Report.*

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

Alfred McGugin, FQHC Operations Officer, presented the Monthly Report to the board. ([Attachment 5](#))

*A motion was made by Member Breen and seconded by Member Melendrez and carried unanimously to approve the Monthly Report.*

- 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)**

Seeing none, Chair Black closed this portion of the meeting.

- VIII. **HEALTH OFFICER & STAFF REPORTS (Informational Only)**

- CHO Comments

Dr. Leguen, briefed the board on the HRSA OSV Site Visit, Clark County Health Rankings, and Coronavirus. ([Attachment 6](#))

Member Knudsen requested Alfred to share his notes from the HRSA Technical Report and send to the board.

*Member Kirkpatrick left the meeting at 2:28 p.m. and did not return  
Member Melendrez left the meeting at 2:33 p.m. and did not return*

- 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**

Chair Black adjourned the meeting at 2:37 p.m.

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

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