



AT THE SOUTHERN NEVADA HEALTH DISTRICT

## MINUTES

### SOUTHERN NEVADA COMMUNITY HEALTH CENTER GOVERNING BOARD MEETING

May 16, 2023 – 2:30 p.m.

Meeting was conducted In-person and via WebEx Event

Southern Nevada Health District, 280 S. Decatur Boulevard, Las Vegas, NV 89107  
Red Rock Trail Rooms A and B

**MEMBERS PRESENT:** Jose L. Melendrez, Chair – Consumer Member (*Webex/In person*)  
Donna Feliz-Barrows, Vice-Chair – Consumer Member (*In-person*)  
Erin Breen – Community Member, UNLV Vulnerable Road Users Project (*via Webex*)  
Scott Black – Community Member, City of North Las Vegas (*via Webex*)  
Jasmine Coca – Community Member, Catholic Charities of Southern Nevada (*In person*)  
Gary Costa – Community Member, Golden Rainbow (*via Webex*)  
Brian Knudsen – Consumer Member (*via Webex*)  
Father Rafael Pereira – Community Member, All Saints Episcopal Church (*via Webex*)  
Lucille Scott – Consumer Member (*In person*)

**ABSENT:** Luz Castro – Consumer Member

**ALSO PRESENT:**

**LEGAL COUNSEL:** Heather Anderson-Fintak, General Counsel

**EXECUTIVE DIRECTOR:** Fermin Leguen, MD, MPH, District Health Officer

**STAFF:** Tawana Bellamy, Andria Cordovez Mulet, Cassius Lockett, Cortland Lohff, Randy Smith, Donnie (DJ) Whitaker, Justin Tully, Fernando R. Lara, Luann Province, David Kahananui, Merylyn Yegon, Fidel Cortes Serna

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

The Vice Chair called the Southern Nevada Community Health Center (SNCHC) Governing Board Meeting to order at 2:33 p.m. Tawana Bellamy, Administrative Secretary, administered the roll call and confirmed a quorum.

*Member Costa joined the meeting at 2:34 p.m.*

#### II. **OATH OF OFFICE**

- Board Member – Jasmine Coca

The Oath of Office was administered to member Jasmine Coca by Tawana Bellamy, Administrative Secretary.

#### III. **PLEDGE OF ALLEGIANCE**

- IV. **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 Vice Chair closed the First Public Comment portion.

**V. ADOPTION OF THE MAY 16, 2023 MEETING AGENDA** *(for possible action)*

*A motion was made by Chair Melendrez, seconded by Member Father Rafael, and carried unanimously to approve the May 16, 2023 Meeting 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.

**1. APPROVE MINUTES – SNCHC Governing Board Meeting:** April 18, 2023 *(for possible action)*

**2. Approve the Ongoing Professional Practice Evaluation – Peer Review Policy;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

**3. Approve Credentialing and Privileging of Provider Jerry Cade, MD;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

*A motion was made by Member Father Rafael, seconded by Member Breen, and carried unanimously to approve the Consent Agenda, as presented.*

*Member Scott joined the meeting at 2:37 p.m.*

**VII. REPORT / DISCUSSION / ACTION**

**Recommendations from the May 15, 2023 Finance & Audit Committee**

**1. Review and Discuss the Chair Nomination for the Finance and Audit Committee;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

David Kahananui, Senior FQHC Manager advised that the Finance and Audit committee nominated Jasmin Coca as the chair to the committee. Member Coca accepted the nomination.

**2. Review and Discuss the Finance and Audit Committee Meeting Schedule;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

Heather Anderson-Fintak, General Counsel advised that the Finance and Audit Committee agree to meet on the third Mondays of the month at 4 p.m. Ms. Anderson-Fintak further advised that the meeting time may be moved if members are not able to meet on the agreed schedule.

**3. Receive, Discuss and Accept the Single Audit Report from Eide Bailly;** direct staff accordingly or take action as deemed necessary *(for possible action)*

Member Coca advised that the Finance and Audit Committee reviewed and accepted the Single Audit Report from Eide Bailly and the March 2023 YTD Financial Report and recommended approval by the board.

Donnie (DJ) Whitaker, Chief Financial Officer presented the Single Audit Report from Eide Bailly and advised it is required to get a single audit because of the amount of federal funding processed through Southern Nevada Health District. Ms. Whitaker advised the final report contained the Independent Auditors Report, Auditor's Report Government Auditing Standards, and the June 30, 2022 Single Audit Report, issued on March 29, 2023.

Ms. Whitaker outlined the total federal expenditures included in the Schedule of Expenditures of Federal Awards (SEFA) was \$84,020,096 and the following four programs were audited:

- Epidemiology & Lab Capacity – Assistance Listing 93.323
- Health Department Response to Public Health or Healthcare Crises – Assistance Listing 93.391
- Health Center Program Cluster – Assistance Listing 93.224 & 93.527
- HIV Prevention Activities – Assistance Listing 93.940

Ms. Whitaker advised there were no scheduled finding and questioned costs and Eide Bailly issued an unmodified report. Ms. Whitaker further advised that the communication from Eide Bailly outlined no significant difficulties were with management, no misstatements were identified and no disagreements with management.

*A motion was made by Chair Melendrez, seconded by Member Scott, and carried unanimously to accept the recommendation from the Finance and Audit Committee to accept the Single Audit Report from Eide Bailly, as presented.*

*Chair Melendrez left the Webex meeting at 2:43 p.m.*

- 4. Receive, Discuss and Accept the March 2023 YTD Financial Report;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

*Chair Melendrez rejoined the meeting in person at 2:44 p.m.*

Ms. Whitaker presented the March 2023 YTD Financial Report with the following highlights:

Highlights

- Net Position – Negative \$3.6M budgeted and negative \$2.6M actual, variance of \$983K.
- Charges for Services – \$11.7M budgeted, and \$13.3M actual, variance increase mostly related to Pharmacy.
- Supplies - \$8.8M budgeted and \$11M actual, variance \$2.1M – increase due to Pharmacy activity continues to outpace expected patient encounters and rising cost of prescription drugs.

Patients by Department

- Number of Encounters through March 31, 2023 – 19,847
- Pharmacy had generated most of the revenue.

Ms. Whitaker further reviewed the:

- Revenue by Department (with and without Pharmacy)
- Expenses by Department (with and without Pharmacy)
- General Fund – Included information about what is funded by general fund and special revenue.
- Special Revenue by Fund
- Revenue by Fund
- Expenses by Fund

*A motion was made by Chair Melendrez, seconded by Member Scott, and carried unanimously to accept the recommendation from the Finance and Audit Committee to accept the March 2023 YTD, as presented.*

**SNCHC Governing Board**

- 5. Receive and Discuss the Quality, Credentialing and Risk Management Meeting Schedule;** direct staff accordingly or take action as deemed necessary *(for possible action)*

Mr. Kahananui advised that the Quality, Credentialing and Risk Management Committee agreed to meet four times per year and as deemed necessary. Mr. Kahananui further advised of the meeting dates.

- Thursday, April 13, 2023, 102 p.m. (Q1 activities)
- Wednesday, July 5, 1-2 p.m. (Q2 activities)
- Wednesday, October 11, 1-2 p.m. (Q3 activities)
- Wednesday, January 10, 2024, 1-2 p.m. (Q4 activities)

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

Mr. Kahananui presented an update to the health center's Annual Risk Management Report learned during the submission of the FTCA application in December 2022. Mr. Kahananui advised that HRSA requested a plan that outlines how goals would be met and a report of the health center's progress towards those goals. Mr. Kahananui provided an overview of the plan indicating the CY23 goals, CY22 baseline, CY23 activities and CY23 performance that will help track and monitor the metrics. The tracking report will be submitted to HRSA as a part of the FTCA application.

*A motion was made by Chair Melendrez, seconded by Member Coca, and carried unanimously to approve the Updates to the Risk Management Report, as presented.*

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

Mr. Kahananui presented the Quality Management Plan for 2023 and advised there were no changes to the goals and objectives. Mr. Kahananui advised of changes to the organization and how it is governed. The quality improvement and assurance activities will be conducted by SNCHC Governing Board, to provide oversight and SNCHC Quality, Credentialing and Risk Management Committee, to manage the details. In the past, the Quality Improvement Committee worked internally on daily operations, strategic updates, and improvements. Many of the people on that committee did not have an immediate stake in the success of the health center and the group has been reestablished as the Quality Improvement Work Group. The work group will be comprised of clinical and administrative leaders and staff that are specific to the health center.

*A motion was made by Chair Melendrez, seconded by Member Scott, and carried unanimously to approve the Quality Management Plan, as presented.*

**8. Receive, Discuss and Approve Credentialing and Privileging of Provider Alireza Farabi, MD, PC;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

Dr. Cortland Lohff, Chief Medical Officer presented the Credentialing and Privileging of Provider Alireza Farabi, MD, PC. Dr. Lohff advised the board of the unusual circumstances surrounding Dr. Farabi's credentialing. Dr. Lohff provided a brief background about Dr. Farabi's work at the Health Department and advised that Dr. Farabi's credentialing was previously approved by human resources.

Dr. Lohff advised that HRSA requires certain credentials to be verified through a process called primary source verification, which means confirming the authenticity of the credentials directly with the source. Dr. Lohff advised that human resources requested primary source verification of education directly from Dr. Farabi's medical school, however despite multiple attempts, they were unable to receive verification. Dr. Lohff further advised that human resources requested the verification through a secondary source and Dr. Farabi was able to provide documentation of attendance and completion of his medical education. Dr. Lohff advised that the Nevada Board of Medical Examiners require primary source verification for education and training when a physician applies for a license. Based on these

findings, we recommend that the Governing Board approve the credentialing and privileging of Dr. Farabi.

Member Coca inquired where Dr. Farabi will be providing services. Dr. Lohff advised that Dr. Farabi would provide services at the health center.

Member Coca inquired about the type of services Dr. Farabi would provide. Dr. Lohff advised that Dr. Farabi is an infectious disease specialist and provides services to our HIV/AIDS patients in the Ryan White program. Dr. Farabi also helps to diagnose patients and manage other infectious disease conditions in the health center.

Dr. Leguen advised that Dr. Farabi's medical schools is in Iran, and it is difficult to get primary source verification from that country. Chair Melendrez inquired if Dr. Farabi is verified through the State of Nevada. Dr. Leguen commented yes.

*A motion was made by Chair Melendrez, seconded by Member Scott, and carried unanimously to approve the Credentialing and Privileging of Provider Alireza Farabi, MD, PC, as presented.*

**9. Highlights from the April 2023 Operational Report;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

Mr. Kahananui presented the following highlights from the April 2023 Operational Report.

April 2023 Patients Served:

- 847 unduplicated patients served
- 214 new patients

Staffing:

- New mid-level provider started on 5/1
- Recruitment for staff physician and LCSW ongoing

Grants:

- FQHC Incubator Grant for \$1.4 million over two years to develop oral health services at Fremont
- HRSA Service Area Competition (SAC) will be released at the end of May

Audits:

- Ryan White Onsite Visit – May 2023
- Title X Onsite Visit – September 2023

Community Health Worker (CHW) new billable provider for FQHCs

- Requires a Payer Credentialing and Internal Privileging Process
- Scope of Billable work

Approved for three (3) billable Medicaid encounters each day

- Medical, Behavioral Health, Dental

Final PPS rate with State Medicaid Office

- Currently operating on an interim rate

**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 board reports.

**IX. EXECUTIVE DIRECTOR & STAFF REPORTS (Information Only)**

Dr. Leguen advised that May 11, 2023 was the last day of the public health emergency, which means many activities related to COVID-19 response will end. Services will continue at the health center until July 31, 2023. Dr. Leguen advised that the health center will continue to offer testing services to the community at two College of Southern Nevada locations. Dr. Leguen advised that the health center will also provide free home test kits in vending machines at six locations. Dr. Leguen further advised that back to school immunizations for children returning to school will be at the Fremont location.

Member Coca inquired the two Licensed Clinical Social Workers (LCSW) in behavioral health that was discussed at the Finance and Audit Committee meeting. Dr. Leguen advised that the behavioral health staff is being funded by thorough Ryan White and that includes the LCSWs. Dr. Leguen further advised that the discussion at the Finance and Audit Committee meeting was for finance to create a separate line item in the financial report to identify the funds dedicated to that work.

Member Coca inquired if the LCSW are full time positions. Dr. Leguen advised they are full time positions.

Chair Melendrez inquired about the emergency medical relief fund ending and if the health center will be able to continue to provide vaccines. Dr. Leguen advised that the health center will continue to provide free COVID-19 vaccines as long as we receive federal supplies for it. After that, the COVID-19 vaccine will be available for free to people who have insurance. For the uninsured, the health center will provide the COVID-19 vaccine for children for free and the 339 program will allow adults to get the COVID-19 vaccine for free.

Chair Melendrez inquired about the COVID-19 cases trending down. Dr. Leguen advised that cases are trending down. The virus is still circulating but less than what it was in previous years. The number of hospitalizations has decreased dramatically, as well as the number of deaths.

**X. INFORMATIONAL ITEMS**

- Community Health Center (FQHC) April 2023 Operations Reports

**XI. 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 Vice Chair closed the Second Public Comment.

**XIII. ADJOURNMENT**

The Vice Chair adjourned the meeting at 3:12 p.m.

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

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