

MINUTES

SOUTHERN NEVADA COMMUNITY HEALTH CENTER FINANCE & AUDIT COMMITTEE MEETING

June 15, 2023 – 4:00 p.m.

Meeting was conducted via Webex Event

- MEMBERS PRESENT:** Donna Feliz-Barrows – Consumer, Grief Recovery Nevada
Father Rafael Pereira – Community Member, All Saints Episcopal Church
Jasmine Coca – Community Member, Catholic Charities of Southern Nevada
- ABSENT:** N/A
- ALSO PRESENT:** None
(In Audience)
- LEGAL COUNSEL:** Heather Anderson-Fintak, General Counsel
- EXECUTIVE DIRECTOR:** Fermin Leguen, MD, MPH, District Health Officer
- STAFF:** Tawana Bellamy, Andria Cordovez Mulet, Fernando Lara, Donnie (DJ) Whitaker, Justin Tully, Greg Tordjman, Cassius Lockett, Edward Wynder, Yin Jie Qin, Jonas Maratita, Ryan Kelsch, Talibah Abdul-Wahid, Todd Nicolson, Jonna Arqueros

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

The Southern Nevada Community Health Center Finance & Audit Committee Meeting was called to order at 4:01 p.m. Tawana Bellamy, Administrative Secretary, administered the roll call and confirmed a quorum.

II. **PLEDGE OF ALLEGIANCE**

- III. **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 First Public Comment portion was closed.

IV. **ADOPTION OF THE JUNE 15, 2023 MEETING AGENDA (for possible action)**

A motion was made by Father Rafael, seconded by Member Feliz-Barrows, and carried unanimously to approve the June 15, 2023 Agenda, as presented.

V. **REPORT / DISCUSSION / ACTION**

1. **Approve Finance & Audit Committee Meeting Minutes – May 15, 2023;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

A motion was made by Member Feliz-Barrows, seconded by Father Rafael, and carried unanimously to approve the May 15, 2023 Finance & Audit Committee Minutes, as presented.

2. Review, Discuss and Accept the Augmentation to the Southern Nevada Community Health FY2023 Budget and Approve Recommendation to the Southern Nevada Community Health Center Governing Board on June 20, 2023; direct staff accordingly or take other action as deemed necessary (*for possible action*)

Donnie (DJ) Whitaker, Chief Financial Officer presented the Augmentation to the Southern Nevada Health Center FY2023 Budget and provided a definition of a budget augmentation. This augmentation is for the current fiscal year 2023 that ends on June, 30, 2023. Ms. Whitaker further explained the Nevada Revised Statutes 354.626 and provided the following augmented budget highlights.

- No changes to the FQHC Division Organization Chart.
- First FY2023 Budget Revenue Augmentation was \$24.5M – board approved January 2023.
- Second FY2023 Budget Augmentation Revenue was \$26M – presented June 2023.
- Total budget did not change much - added a new funding source after receiving WRAP funds.

General Fund

- Total *Charges for Services revenue is augmented at \$17.3M an increase of \$1.9M compared \$15.4M from 1st (Jan 2023) budget augmentation. *Major component of Charges for Services revenue is Pharmacy which continue to increase and is now projected at \$16.3M compared to \$15.3M from previous budget augmentation.*

Special Revenue Fund

- Federal & Pass Thru (Grants) revenue decreased from \$7.7M to \$6.5M due to program grants phasing out.

Expenditures

- Salaries and Benefits decreased due to open positions throughout the year.
- Services and Supplies increased due to Pharmacy activity.
- Combined expenditures augmented budget is \$30.4M compared to \$29.7M from prior augmentation
- General Fund Pharmacy Medical supplies is projected at \$12.5M, 92% of total FQHC supplies of \$13.6M.
- Total Salaries and Benefits for General & Grants funds is \$7.9M, 26% of total FQHC expenditures.
- Proposed FY2023 Augmented Budget is negative \$4.3M compared to \$4.8M Adopted Budget.
- Staffing FY2023 – 33.8 full-time equivalent (FTE) in General Fund and 53.10 FTE in Special Revenue Fund.

Chair Coca thanked Ms. Whitaker for the detail and definition of a budget augmentation. Chair Coca further commented that everything presented looks good.

Father Rafael agreed with Chair Coca that the budget presented looked good. He understands that the budget adjustment is something that must be done during the year.

A motion was made by Member Feliz-Barrows, seconded by Father Rafael, and carried unanimously to accept the Augmentation to the Southern Nevada Community Health Center FY2023 Budget and Approve Recommendation to the Southern Nevada Community Health Center Governing Board on June 20, 2023.

3. Receive, Discuss and Accept the April 2023 YTD Financial Report and Approve Recommendation to the Southern Nevada Community Health Center Governing Board on June 20, 2023; direct staff accordingly or take other action as deemed necessary (*for possible action*)

Ms. Whitaker presented the April 2023 YTD Financial Report as of April 30, 2023. Ms. Whitaker commented that this budget is not the budget just presented because this budget is reflective of the augmentation approved in January 2023.

Ms. Whitaker provided the following highlights.

Highlights

- Charges For Services – Pharmacy generated more than anticipated.
- Other – 540% variance is because of changes in Nevada Medicaid reimbursement (the WRAP) program updates leading to multi-period revenue catchup.
- Federal Revenue was up, and Pass-Thru Revenue was down due to how grants come in.
- Total FQHC Revenue – Budget was \$19.5M, Actual was \$21.2M, variance of \$1.6M or 9%, ahead of schedule.
- Salaries – Budget was \$5.2M, Actual was \$4.5M, variance of negative \$671K due to vacancies throughout the year.
- Net Position – Budget was negative \$4.0M, Actual was negative \$3.3M, variance of \$756K.

Father Rafael commented that everything looks good. Father Rafael inquired about the variance in supplies. Ms. Whitaker commented that the variance is due to revenue generated by the Pharmacy.

Ms. Whitaker continued providing the following highlights from the April 2023 YTD Financials.

- Number of Patient Encounters by Department was 22,452 through April 30, 2023.
 - Pharmacy was the highest – 8980
 - Primary and Preventative Care – 5247
- Revenue by Department

Father Rafael inquired about a breakdown of Behavioral Health expenses. He was aware it is included in Ryan White but would still like to see the breakdown to compare with the 2024 budget. Ms. Whitaker commented that she will work with Randy Smith to get a breakdown of Behavioral Health expenses. Father Rafael commented that everything looks great.

Ms. Whitaker continued with an overview of the Expenses by Department.

Chair Coca inquired about the actuals for Administration under Employment. Ms. Whitaker explained that is for two administrative positions in FQHC, but she will find out and provide more information at the board meeting.

Father Rafael inquired about the March header on the Expenses by Department. Ms. Whitaker commented that they will get that fixed as these expenses are for April.

Ms. Whitaker further reviewed the FQHC General Fund and Special Revenue Fund.

A motion was made by Member Feliz-Barrows, seconded by Father Rafael, and carried unanimously to accept the April 2023 YTD Financial Report; and Approve Recommendation to the Southern Nevada Community Health Center Governing Board on June 16, 2023

- VI. 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 Second Public Comment portion was closed.

XIII. ADJOURNMENT

The meeting was adjourned at 4:29 p.m.

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

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