

MINUTES

SOUTHERN NEVADA COMMUNITY HEALTH CENTER FINANCE & AUDIT COMMITTEE MEETING

August 14, 2023 – 4:00 p.m.

Meeting was conducted via Webex Event

- MEMBERS PRESENT:** Donna Feliz-Barrows – Consumer, Grief Recovery Nevada
Jasmine Coca – Community Member, Catholic Charities of Southern Nevada
- ABSENT:** Father Rafael Pereira – Community Member, All Saints Episcopal Church
- ALSO PRESENT:** None
(In Audience)
- LEGAL COUNSEL:** Edward Wynder, Associate General Counsel
- EXECUTIVE DIRECTOR:** Fermin Leguen, MD, MPH, District Health Officer
- STAFF:** Tawana Bellamy, Donnie (DJ) Whitaker, Randy Smith, David Kahananui, Kimberly Monahan, Kyle Parkson, Luann Province, Ryan Kelsch, Todd Bleak, Jonas Maratita

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

The Chair called the Southern Nevada Community Health Center Finance & Audit Committee Meeting to order at 4:01 p.m. Tawana Bellamy, Administrative Secretary, administered the roll call and confirmed a quorum. Ms. Bellamy provided clear and complete instructions for members of the general public to call in to the meeting to provide public comment, including a telephone number and access code.

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 Chair closed the First Public Comment portion.

IV. **ADOPTION OF THE AUGUST 14, 2023 MEETING AGENDA (for possible action)**

A motion was made by Member Feliz-Barrows seconded by Chair Coca, and carried unanimously to approve the August 14, 2023 Agenda, as presented.

V. **REPORT / DISCUSSION / ACTION**

1. **Approve Finance & Audit Committee Meeting Minutes – July 17, 2023;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

A motion was made by Member Feliz-Barrows seconded by Chair Coca, and carried unanimously to approve the July 17, 2023 Finance & Audit Committee Minutes, as presented.

2. Receive, Discuss and Accept the June 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*)

Donnie (DJ) Whitaker, Chief Financial Officer, presented the June 2023 YTD Financial Report as of June 30, 2023, with the following highlights:

Highlights

- Fiscal year-end balances are pre-audited amounts.
- Charges for Services were budgeted at \$17.3M, actual was \$18.5M, variance was \$1.19M or 7%
- Other Grant Revenue actual of \$343,459 was from unanticipated sources during budget augmentation process.
- Salaries were budgeted at \$5.51M, actual was \$5.90M, increase of \$381K or 7% due to reallocation of six (6) months of medical director expenses, two mid-year promotions and additional costs associated with recruiting,
- Supplies were budgeted at \$13.62M, actual was \$15.22M, variance of \$607K or 4% increase due to Pharmacy activity that continues to outpace expected patient encounters and rising cost of prescriptions drugs.
- Net Budgeted Position was negative \$3.99M, actual was negative \$3.49M, variance was \$504K, or a positive 13%.

Further from an inquiry from Chair Coco regarding what items are included in the Capital Outlay, Ms. Whitaker advised that this may be equipment for the Behavioral Health buildout, items over \$5K or projects that may be delayed.

Patients by Department

- Total Number of Encounters through June 30, 2023 – 27,922
- Pharmacy had most of the encounters at 10,831. Followed by Primary & Preventative Care, 6,867 and Ryan White, 4,257.

Ms. Whitaker further reviewed the:

- Revenue by Department
- Expenses by Department

Ms. Whitaker provided an overview of the FQHC budget revenue and expenses before and after augmentation, as of June 2023.

- Pre-Budgeted Net Position was negative \$4.89M
- Post-Budgeted Net Position was negative \$3.49M
- Variance of negative \$1.40M

Ms. Whitaker advised that the budget is unaudited and there could be some adjustments due to any last fiscal year-end or audit adjustments.

Randy Smith, FQHC Operations Officer thanked Ms. Whitaker and her team for continuing to refine the financial report and that it is capturing the information that is most critical for the board and leadership.

Chair Coco thanked Ms. Whitaker and commented that it is a good report.

A motion was made by Member Feliz-Barrows, seconded by Chair Coca, and carried unanimously to accept the June 2023 YTD Financial Report and Approve Recommendation to the Southern Nevada Community Health Center Governing Board on August 15, 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 4:18 p.m.

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

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