



AT THE SOUTHERN NEVADA HEALTH DISTRICT

MINUTES

SOUTHERN NEVADA COMMUNITY HEALTH CENTER GOVERNING BOARD MEETING

August 15, 2023 – 2:30 p.m.

Meeting was conducted via WebEx Event

MEMBERS PRESENT: Jose L. Melendrez, Chair – Consumer Member
Donna Feliz-Barrows, Vice-Chair – Consumer Member
Erin Breen – Community Member, UNLV Vulnerable Road Users Project
Jasmine Coca – Community Member, Catholic Charities of Southern Nevada
Brian Knudsen – Consumer Member
Father Rafael Pereira – Community Member, All Saints Episcopal Church
Luz Castro – Consumer Member
Scott Black – Community Member, City of North Las Vegas

ABSENT: Lucille Scott – Consumer Member

ALSO PRESENT:

LEGAL COUNSEL: Heather Anderson-Fintak, General Counsel

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

STAFF: Tawana Bellamy, Jacques Graham, Edward Wynder, Cassius Lockett, Cortland Lohff, Randy Smith, Donnie (DJ) Whitaker, Jonna Arqueros, David Kahananui, Kimberly Monahan, Luann Province, Merylyn Yegon, Ryan Kelsch, Talibah Abdul-Wahid, Cassondra Major, Yin Jie Quinn

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

The Chair called the Southern Nevada Community Health Center (SNCHC) Governing Board Meeting to order at 2:31 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**

Member Feliz-Barrows joined the meeting at 2:33 p.m.

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 15 2023 MEETING AGENDA (for possible action)**

A motion was made by Member Feliz-Barrows, seconded by Member Knudsen and carried unanimously to approve the August 15, 2023 Meeting 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 – SNCHC Governing Board Meeting:** July 25, 2023 *(for possible action)*
- 2. Approve Credentialing and Privileging of Provider Zhulieta Todd, MPAS, PA-C;*(for possible action)***

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

VI. REPORT / DISCUSSION / ACTION

Recommendations from the August 14, 2023 Finance & Audit Committee

- 1. Receive, Discuss and Accept the June 2023 Year-To-Date Financial Report;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

Member Father Rafael joined the meeting at 2:36 p.m.

Ms. Whitaker presented an overview of the June 2023 Year-to-Date Financial Report as of June 30, 2023. Ms. Whitaker advised an unaudited stamp was on most pages because it was a snapshot of the financials after the majority of the transactions were entered for year-end. Ms. Whitaker further advised that cost allocations and a lot of year-end activities still need to be recorded and reconciled.

Ms. Whitaker provided the following highlights.

- Net Actual Position as of June 30, 2023 was negative \$3.49M – This is a better position than the Net Budgeted Position of negative \$3.99M
- Charges for Services was budgeted at \$17.3M, the actual was \$18.5M, a positive variance of \$1.19M due to Pharmacy activity with higher percentage of commercially insured patients combined with an increase in the number of prescription medications per encounter.
- Total Salaries & Benefits were budgeted at \$7.86M, actual was \$8.26M, variance was \$405K.
- Total Other Operating - \$163K was budgeted for Capital Outlay, actual was \$63K, variance was \$100K due to equipment that initially was budgeted that has not been purchased on some of the grants.
- Contractual was budgeted at \$1.77M, actual was \$1.58M, variance was \$240K due to timing issues of where expenditures were budgeted.
- Patient Encounters – Of the 27,922 patients encounters through June 30, 2023:
 - Pharmacy - 39%
 - Primary & Preventative Care – 25%
 - Ryan White – 15%
 - Family Planning – 14%
 - Behavioral Health – 5%
 - Refugee Health – 2%

Ms. Whitaker further reviewed the following:

- Revenue by Department
- Expenses by Department

- Budget Augmentation Comparison

	Budget Through June 2023 Pre-Augmentation	Budget Through June 2023 Post-2nd Augmentation
Net Position	Negative \$4.89M	Negative \$3.49M

Ms. Whitaker advised again that June financial report is the unaudited financial performance to date.

Member Father Rafael commented that the information presented in the notes on the slides answered his questions and acknowledged that the numbers are unaudited.

Further to an inquiry from Member Father Rafael, Ms. Whitaker advised that this report is through June 30, 2023, noting that there are transactions that still need to be completed.

Member Father Rafael requested the final numbers for the fiscal year be presented at the next regular meeting. Ms. Whitaker advised that she could bring an update to the numbers and some of the numbers like the post-employment benefits will not be available until the end of the month. Ms. Whitaker further advised that she could provide the cost allocation and the only thing that would be missing would be any adjustments the auditor would request.

Further to an inquiry from Member Father Rafael, Ms. Whitaker advised that the new fiscal year financial report will be presented at the next meeting. It will include the Sexual Health Clinic and Behavioral Health.

Member Father Rafael commented that overall, the financials look great.

A motion was made by Member Father Rafael, seconded by Member Castro, and carried unanimously to accept the June 2023 Year-to-Date Financial Report, as presented.

- 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)***

Chair Melendrez commented that as he travels across the United States, he recognized COVID-19 is still prevalent.

VIII. EXECUTIVE DIRECTOR & STAFF REPORTS (Information Only)

- Executive Director Comments

There were none.

- Overview of Federal Tort Claims Act (FTCA) Deeming Application

Randy Smith, FQHC Operations Officer provided an overview of the Federal Tort Claims Act (FTCA) program and deeming application.

- Highlights from the July 2023 Operations Report

Mr. Smith presented highlights from the June 2023 Operations report.

In addition to Mr. Smith's highlights from the operations report, Dr. Leguen advised that we are trying to address the need to break the silos between different programs to deliver the services that are needed for the organization to be successful.

Member Knudsen left the meeting at 2:57 p.m.

Member Coca inquired about adding additional hours to the clinic and possibly changing certain days and hours on which services are provided and if that would make an impact on services the health center is trying to build. Mr. Smith advised that there has not been specific conversation with staff regarding adding additional hours. Mr. Smith further advised that there has been some discussion with leadership on our workflows and our staffing at the Fremont site. Mr. Smith advised that there are some limitations on how late staff can work in the evening and on Saturdays. Mr. Smith commented that as opportunities for expansion or additional expanded hours come up, we can review them to see how we can leverage them to add value to our patients.

Dr. Leguen advised that Southern Nevada Health District (SNHD) is a hybrid organization, and the health center is a part of that. For the most part it is a great thing, and in some areas not that great. Dr. Leguen provided an example of that noting SNHD's core hours of operation and that some staff cannot be asked to start before or after those core hours. Dr. Leguen further advised that adding additional days at the Fremont location would be contingent on growth and demand for services which also would mean we need to hire additional staff.

Ms. Anderson-Fintak advised that the limitation of staff time is according to the union contract. All of the healthcare workers are part of the bargaining union, which means that we would have to bargain with the union for additional hours.

IX. INFORMATIONAL ITEMS

- Community Health Center (FQHC) July Operations Reports
- Risk Management Report

X. 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 Chair closed the Second Public Comment.

XIII. ADJOURNMENT

The Chair adjourned the meeting at 3:34 p.m.

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

/tab