

MINUTES

SOUTHERN NEVADA COMMUNITY HEALTH CENTER GOVERNING BOARD MEETING December 19, 2023 – 2:30 p.m. Meeting was conducted via WebEx Event

- MEMBERS PRESENT:** Donna Feliz-Barrows, Vice-Chair – Consumer Member
Jasmine Coca – Community Member, Catholic Charities of Southern Nevada
Brian Knudsen – Consumer Member
Blanca Macias-Villa – Consumer Member
Sara Hunt – Community Member
- ABSENT:** Jose L. Melendrez, Chair – Consumer Member
Luz Castro – Consumer Member
Erin Breen – Community Member, UNLV Vulnerable Road Users Project
Scott Black – Community Member, City of North Las Vegas
- ALSO PRESENT:**
- LEGAL COUNSEL:** Heather Anderson-Fintak, General Counsel
- EXECUTIVE DIRECTOR:** Fermin Leguen, MD, MPH, District Health Officer
- STAFF:** Tawana Bellamy, Andria Cordovez Mulet, Randy Smith, Donnie (DJ) Whitaker, Yin Jie Qin, Edward Wyner, Jonas Maratita, Kyle Parkson, Justin Tully

I. CALL TO ORDER and ROLL CALL

The Chair called the Southern Nevada Community Health Center (SNCHC) Governing Board Meeting to order at 2:32 p.m. Tawana Bellamy, Administrative Secretary, administered the roll call and did not confirm a quorum.

Heard out of order.

III. PLEDGE OF ALLEGIANCE

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. OATH OF OFFICE

The Oath of Office was administered to member Blanca Macias-Villa.

Heard out of order.

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. CHIEF EXECUTIVE OFFICER & STAFF REPORTS (Information Only)

- CEO Comments
There were no CEO comments.
- Highlights from the November 2023 Operations Report
Mr. Smith presented highlights from the November 2023 Operations report.

*Member Coca joined the meeting at 2:38 p.m.
Ms. Bellamy confirmed a quorum.*

- 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 Chair closed the First Public Comment portion.

V. ADOPTION OF THE DECEMBER 19, 2023 MEETING AGENDA (for possible action)

A motion was made by Member Hunt, seconded by Member Knudsen and carried unanimously to approve the December 19, 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:** November 21, 2023 (for possible action)
2. **Petition #01-24: Approve the amendment to extend the lease agreement between All Saints' Episcopal Church (ASEC) and Southern Nevada Community Health Center (SNCHC) for one year to December 31, 2024.** direct staff accordingly or take other action as deemed necessary (for possible action)
3. **Approve Credentialing and Privileging of Providers Rosanne Sugay, MD, MPH, AAHIVS and Victoria Allen, APRN I;** direct staff accordingly or take other action as deemed necessary (for possible action)

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

VII. REPORT / DISCUSSION / ACTION

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

Donnie (DJ) Whitaker, Chief Financial Officer presented the October 2023 Year to Date Financial report as of October 31, 2023 with the following highlights.

- Total Actual FQHC Revenue was \$10.2M
- Total Actual Salaries and Benefits Expenses was \$3.8M
- Total Actual Other Operating Expenses was \$5.6M
- Total Indirect Cost Allocations and Transfers In/Out Actual was \$2.3M

- Budgeted Net position was negative \$2.3M, Actual Net Position was negative \$1.6M and positive variance was \$714K
- Patient Encounters by Department – Year-Over-Year Comparison
 - FY2023 Total: 9,850
 - FY2024 Total: 9,199
- Patient Encounters by Clinic
 - Decatur (Main) – FY2023: 9,004, FY2024: 7,805 – 13% decrease
 - Fremont – FY2023: 846, FY2024: 1,394 – 65% increase (opened August 30, 2023)

Ms. Whitaker further reviewed the Revenue and Expenses by Department and the Report by Categorization, which explains what was included in each statement category.

A motion was made by Member Knudsen, seconded by Member Hunt, and carried unanimously to accept the October 2023 Year-To-Date Financial Report, as presented.

- 2. Review, Discuss and Approve the Update of the Executive Director Title to the Chief Executive Officer in the Governing Board Bylaws;** direct staff accordingly or take other action as deemed necessary (*for possible action*)

Randy Smith advised the current bylaws identify the HRSA project director position title as the executive director. The board approved Mr. Smith as the new project director with the chief executive officer title at the November Governing Board meeting . Mr. Smith shared that staff have gone through the process of identifying where executive director title was used in the bylaws and replaced them with chief executive officer title. Mr. Smith further requested the board to consider and approve the changes to the bylaws.

A motion was made by Member Coca, seconded by Member Knudsen, and carried unanimously to approve the changes to the Executive Director title to Chief Executive Officer in the Governing Board Bylaws, as presented.

X. INFORMATIONAL ITEMS

- Community Health Center (FQHC) November 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 Chair closed the Second Public Comment.

XII. ADJOURNMENT

The Chair adjourned the meeting at 3:03 p.m.

Randy Smith
Chief Executive Office, FQHC

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