



AT THE SOUTHERN NEVADA HEALTH DISTRICT

MINUTES

SOUTHERN NEVADA COMMUNITY HEALTH CENTER

GOVERNING BOARD MEETING

February 20, 2024 – 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 (*via Webex*)
Donna Feliz-Barrows, Vice-Chair – Consumer Member (*via Webex*)
Jasmine Coca – Community Member (*in person*)
Scott Black – Community Member, City of North Las Vegas (*in person*)
Erin Breen – Community Member (*via Webex*)
Sara Hunt – Community Member (*in person*)
Brian Knudsen – Consumer Member (*Webex*)

ABSENT:

Luz Castro – Consumer Member
Blanca Macias-Villa – Consumer Member

ALSO PRESENT:

LEGAL COUNSEL:

Edward Wyner, Associate General Counsel

CHIEF EXECUTIVE OFFICER:

Randy Smith, CEO

STAFF:

Heather Anderson-Fintak, Emily Anelli, Jonna Arqueros, Tawana Bellamy, Andria Cordovez Mulet, Tabitha Johnson, Ryan Kelsch, Theresa Ladd, Fermin Leguen, Cassius Lockett, Hetal Luhar, Cassondra Major, Bernadette Meily, Kimberly Monahan, Jonas Maratita, Kyle Parkson, Luann Province, Yin Jie Qin, Randy Smith, Ronique Tatum-Penegar, Steve Wang, Donnie (DJ) Whitaker, Merylyn Yegon

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 Specialist, 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. RECOGNITION

1. Southern Nevada Community Health Center

- 2023 Community Health Quality Recognition (CHQR) Badge – Addressing Social Risk Factors to Health and Advancing HIT for Quality – Health Resources & Services Administration (HRSA)

The Chair recognized the Southern Nevada Community Health Center for being awarded two Community Health Quality Recognition (CHQR) badges by HRSA. 1). Addressing Social Risk Factors to Health and 2). Advancing Health Information Technology for Quality. CHQR badges recognizes Health Center Program awardees and look-alikes that have made notable quality improvement achievements in the areas of access, quality, health equity, health information technology, and COVID-19 public health emergency response for the most recent Uniform Data System (UDS) reporting period. All health center's efforts are central to advancing a model of coordinated, comprehensive, and patient centered care serving over 30 million people every year. On behalf of the Southern Nevada Community Health Center Governing Board, we thank you for your commitment to providing quality primary health care services to our community.

- 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 FEBRUARY 20, 2024 MEETING AGENDA** *(for possible action)*

A motion was made by Member Feliz-Barrows, seconded by Member Black and carried unanimously to approve the February 20, 2024 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:** January 16, 2024 *(for possible action)*
- 2. Approve Credentialing and Privileging of Provider Tabitha Johnson, LMFT, LCADC;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

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

- VII. REPORT / DISCUSSION / ACTION**

- 1. Review, Discuss and Approve the First Augmentation to the Southern Nevada Community Health Center FY2024 Budget;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

Donnie (DJ) Whitaker presented the First Augmentation to the Southern Nevada Community Health Center FY2024 Budget. Ms. Whitaker explained that the health center's budget is

incorporated in the Southern Nevada Health District's budget. Ms. Whitaker presented just the budget related to the health center.

A motion was made by Member Feliz-Barrows, seconded by Member Coca, and carried unanimously to approve the First Augmentation to the Southern Nevada Community Health Center FY2024 Budget, as presented.

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

Ms. Whitaker presented the December 2023 Year to Date Financial Report.

Further to an inquiry from Member Hunt regarding actual patient encounters for Family Planning, Mr. Smith explained that of the three Family Planning providers, one retired in March 2023 and another resigned in August 2023, leaving one provider. Mr. Smith further explained that both positions have been filled and are still in the onboarding phase. The two providers will be trained to see patients across program areas, not just in Family Planning. Mr. Smith commented that the difference in patient encounters from FY23 to FY 24 is due to staffing and onboarding of new providers.

Further to an inquiry from Member Hunt regarding how the patient visits will be coded if providers are seeing patients across other areas, Mr. Smith commented that staff will decide which program based on the diagnosis or particular need of the patient and patients can be seen in multiple areas.

Further to an inquiry from Member Coca regarding an increase in the number of Refugee patients in December, Mr. Smith commented that the health center is making a concerted effort with its partnership with Catholic Charities to see more patients and increase access to care.

A motion was made by Member Feliz-Barrows, seconded by Member Coca, and carried unanimously to accept the December 2023 Year to Date Financial Report, as presented.

Member Knudsen joined the meeting at 2:58 p.m.

3. Review, Discuss and Approve the Additional Board Requested Goals for the Chief Executive Officer; direct staff accordingly or take other action as deemed necessary *(for possible action)*

Mr. Smith presented the following two additional goals to include for the Chief Executive Officer for the 2024 calendar year.

- Maintain compliance for SNCHC's HRSA Health Program grant by ensuring No Program Conditions are placed on the health center's award.
- Improve financial sustainability by increasing the number of Medicaid visits from 5,443 (FY23) to 5,876 by December 31, 2024, as measured by SNCHC's Payer Mix report.

A motion was made by Member Feliz-Barrows, seconded by Member Breen, and carried unanimously to approve the Additional Board Requested Goals for the Chief Executive Officer, as presented.

4. Review, Discuss and Approve a Change of Operating Hours at Decatur and Fremont Locations; direct staff accordingly or take other action as deemed necessary *(for possible action)*

Mr. Smith presented the change in hours at the Decatur and Fremont locations. Decatur will continue to operate Monday through Thursday and Fremont from Tuesday to Friday. The current hours are 8 a.m. to 6 p.m. The new operating hours after the change would be 7 a.m. to 6 p.m., Monday – Friday.

A motion was made by Member Feliz-Barrows, seconded by Member Breen, and carried unanimously to approve a Change of Operating Hours at Decatur and Fremont Locations, as presented.

5. Review, Discuss and Approve the Submission of the Bureau of Primary Health Care (BPHC) HRSA-24-104 – Service Area Competition – Additional Area; direct staff accordingly or take other action as deemed necessary *(for possible action)*

Mr. Smith presented the Bureau of Primary Health Care (BPHC) HRSA-24-104 – Service Area Competition – Additional Area grant opportunity.

Further to an inquiry from Member Hunt regarding staffing at the new site, Mr. Smith shared that one direction would be to commence with a limited recruitment so that by August we could be doing interviews. Mr. Smith noted that it could be a challenge finding providers and support staff in the Pahrump area. Mr. Smith commented that we can leverage existing resources too. Mr. Smith further commented that for the new patients in that area, we probably need two or three new medical providers and a behavioral health provider to meet the requirements of the grant.

A motion was made by Member Feliz-Barrows, seconded by Member Breen, and carried unanimously to approve the Submission of the Bureau of Primary Health Care (BPHC) HRSA-24-104 – Service Area Competition – Additional Area, as presented.

6. Receive, Discuss and Approve Committee Assignments; direct staff accordingly or take other action as deemed necessary *(for possible action)*

Mr. Smith presented the new committee assignments to add Member Hunt to the Finance and Audit Committee and Member Macias-Villa to the Finance and Audit and Strategic Planning committees.

Executive Committee	Executive Director Annual Review Committee	Finance and Audit Committee	Quality, Credentialing & Risk Management Committee	Nominations Committee	Strategic Planning Committee
Jose Melendrez Donna Feliz-Barrows Brian Knudsen	Luz Castro Donna Feliz-Barrows Jose Melendrez	Donna Feliz-Barrows Jasmine Coca Sara Hunt Blanca Macias-Villa	Scott Black Jose Melendrez Erin Breen	Luz Castro Donna Feliz-Barrows Erin Breen	Scott Black Luz Castro Jose Melendrez Blanca Macias-Villa

A motion was made by Member Feliz-Barrows, seconded by Member Knudsen, and carried unanimously to approve the Committee Assignments, as presented.

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)***

Chair Melendrez shared that UNLV will be having a President's Mental Health Townhall on February 27, 2024 at 3:30 p.m. It is to target the mental health and wellbeing of the students.

IX. EXECUTIVE DIRECTOR & STAFF REPORTS (Information Only)

- CEO Comments

Mr. Smith shared that the Medical Director resigned, and his last day is March 1, 2024. We will work with HR to start the recruitment process.

Further to an inquiry from Chair Melendrez regarding explaining the expectations of the job to potential candidates, Mr. Smith shared that he is working with human resources to identify the type of questions to ask candidates. Mr. Smith commented that they would be interested in learning about the candidate's experience and leadership skills.

Further to an inquiry from Chair Melendrez regarding an exit interview process, Mr. Smith shared that he and the medical director have talked and there is a combination of things, and we are doing our best to move forward to the next step.

Mr. Smith further shared that Member Coca extended an invitation to the health center staff and board members to tour Catholic Charities on February 29, 2024. Mr. Smith encouraged board members to attend. Member Coca shared that she will also be participating in the tour.

Mr. Smith provided an update to the incident that occurred at the Fremont location on January 24, 2024. Member Coca appreciated receiving an email regarding the incident and expressed that she was sorry for those employees who were affected by the event.

Further to an inquiry from Member Coca regarding proper lighting in the parking lot when employees are clients are leaving, Mr. Smith shared there is a lot of light but there are limitations on how bright the lights can be because the building is adjacent to an apartment complex. Mr. Smith advised that facilities took at the lighting and determined it is adequate.

Further to an inquiry from Chair Melendrez regarding security to act as a barrier and metal detectors, Mr. Smith advised that the metal detector at Decatur is used for public meetings, and that there is a process for checking in with the team at the front desk to determine where clients should go before they enter into clinical spaces.

Further to an inquiry from Chair Melendrez regarding more things being done besides security officers sitting at the front table, Mr. Smith commented that there have been conversations with supervisors at Decatur and Fremont to have security do a walkthrough of the facility and have security stationed for a while at different locations.

Further to an inquiry from Member Feliz-Barrows regarding where staff are parking, Mr. Smith shared that staff has been asked to park in the front and when that is not feasible, staff has been asked to communicate with security that they parked in the back and need an escort.

- Highlights from the January 2024 Operations Report

Mr. Smith shared some highlights from the January 2024 operations report.

Mr. Smith advised that the health district has been engaged in a strategic planning process and as a division of the health district, the health center has participated in putting together a strategic plan. Mr. Smith further advised that strategic planning is a function of the Governing Board. The Strategic Planning Committee and other interested board members will start meeting in April to mirror the same process as the health district.

Mr. Smith further advised there will likely be two to three Strategic Planning Committee sessions to create a new plan. The plan will be present to the board for approval and then ongoing monitoring and reporting through the Governing Board meeting. Mr. Smith provided an overview of three goals assigned to the health center as a part of the health district's strategic plan. Mr. Smith provided an overview of the three goals.

There were no further comments.

X. INFORMATIONAL ITEMS

- Community Health Center (FQHC) January 2024 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.

XIII. ADJOURNMENT

The Chair adjourned the meeting at 3:52 p.m.

Randy Smith
Chief Executive Officer - FQHC

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