

MINUTES

SOUTHERN NEVADA COMMUNITY HEALTH CENTER GOVERNING BOARD MEETING

April 16, 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:** Donna Feliz-Barrows, Vice-Chair – Consumer Member (*in person*)
Scott Black – Community Member, City of North Las Vegas (*via Webex*)
Sara Hunt – Community Member (*in person*)
Luz Castro – Consumer Member (*via Webex*)
Blanca Macias-Villa – Consumer Member (*via Webex*)
Erin Breen – Community Member (*via Webex*)
Brian Knudsen – Consumer Member (*via Webex*)
Jasmine Coca – Community Member (*in person*)
- ABSENT:** Jose L. Melendrez, Chair – Consumer Member
- ALSO PRESENT:**
- LEGAL COUNSEL:** Edward Wyner, Associate General Counsel
- CHIEF EXECUTIVE OFFICER:** Randy Smith
- STAFF:** Bernadette Meily, Cassius Lockett, Cassondra Major, David Kahananui,
Donna Buss, Donnie Whitaker, Emily Anelli, Jonas Maratita, Jonna
Arqueros, Justin Tully, Kim Saner, Luann Province, Luz Castro, Merylyn
Yegon, Ronique Tatum-Penegar, Tawana Bellamy, Todd Bleak, Yin Jie Qin

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

The Chair called the Southern Nevada Community Health Center (SNCHC) Governing Board Meeting to order at 2:33 p.m. Tawana Bellamy, Senior Administrative Specialist, 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.

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.

Seeing no one, the Chair closed the First Public Comment portion.

IV. ADOPTION OF THE APRIL 16, 2024 MEETING AGENDA *(for possible action)*

A motion was made by Member Coca, seconded by Member Hunt and carried unanimously to approve the April 16, 2024 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:** March 19, 2024 *(for possible action)*
- 2. Approve Responding to Medical Emergencies Policy (Dr. Bluebird);** direct staff accordingly or take other action as deemed necessary *(for possible action)*
- 3. Approve Sliding Fee Discount Policy;** direct staff accordingly or take other action as deemed necessary *(for possible action)*
- 4. Approve Patient Collections Policy;** direct staff accordingly or take other action as deemed necessary *(for possible action)*
- 5. Approve Credentialing and Privileging of Providers Kikam (Kevin) Yun, APRN II;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

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

VI. REPORT / DISCUSSION / ACTION

Recommendations from the April 15, 2024 Finance and Audit Committee Meeting

The Finance and Audit Committee did not meet on April 15, 2024.

- 1. Receive, Discuss and Approve the Clinical Master Fee Schedule;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

Donnie (DJ) Whitaker, Chief Financial Officer presented an overview of the Clinical Master Fee Schedule. Ms. Whitaker advised the billing fee schedule is reviewed annually to add new fees or adjust existing fees and allows for changes on a consistent basis to stay aligned with the local medical community. Ms. Whitaker further advised that regular fee changes position the health center for the potential benefit of increased reimbursement from contracted insurances. Ms. Whitaker advised that uninsured patients see minimal, or no impact based on the availability of the sliding fee discount. Ms. Whitaker shared that we identify fees that

are lower than the 50th percentile and add new fees anticipated to be used in 2024. Ms. Whitaker commented that the proposed changes to individual fees are included in Exhibit A.

Further to an inquiry from Member Feliz-Barrows, Ms. Whitaker advised that we were below what everyone else was charging and taking the rates to the 50th percentile means we are in the middle.

Further to an inquiry from Member Coca regarding uninsured patients and the new fees, Mr. Smith commented that there are no changes for the uninsured and uninsured patients are assessed a sliding fee.

Further to an inquiry from Member Coca regarding how to assess a person's ability to pay, Mr. Smith commented that he would provide more detail later in the presentation.

A motion was made by Member Coca, seconded by Member Hunt, and carried unanimously to approve the Clinical Master Fee Schedule, as presented.

2. Receive, Discuss and Approve the CY24 Federal Poverty Level (FPL); direct staff accordingly or take other action as deemed necessary *(for possible action)*

Randy Smith, Chief Executive Officer outlined the updates to the CY24 Federal Poverty Level (FPL) guidelines, which are published annually by Department of Health and Human Services (HHS). Mr. Smith advised that the 2024 rates reflect a 4.1% increase to the Consumer Price Index (CPI) from 2022 and 2023.

Further to an inquiry from Member Coca, Mr. Smith advised that posting the FPL is not required, but some health centers do post it. Mr. Smith commented that the information is shared with patients to make it easy for them to comply. Mr. Smith further commented that the health center is required to post a notice to patients that discounts are available based on family size and income.

A motion was made by Member Coca, seconded by Member Castro, and carried unanimously to approve the CY24 Federal Poverty Level (FPL) guidelines, as presented.

3. Receive, Discuss and Approve the Clinical Sliding Fee Schedules; direct staff accordingly or take other action as deemed necessary *(for possible action)*

Mr. Smith provided an overview of the Clinical Sliding Fee Schedules. Mr. Smith outlined the HRSA sliding fee program requirements along with the billing and collection requirements.

Further to an inquiry from Member Feliz-Barrows, Mr. Smith advised that patients should be asked to pay their copay and if they had a high copay or deductible, a sliding fee can be applied to further reduce the amount, if they are eligible.

Mr. Smith further outlined how the sliding fee program works, a new recommended point of care discount to support patients who do not qualify for the sliding fee discount schedule, and a market study of fees for FQHCs in Nevada. Mr. Smith proceeded to outline the proposed sliding fees for Primary Care, Sexual Health Clinic, Family Planning, Family Planning Contraception, Ryan White and Pharmacy.

Further to an inquiry from Member Coca, Mr. Smith advised that the Sliding Fee Policy explains how documentation is collected from patients. Mr. Smith further advised that a Certificate of Income form was also implemented so that patients could attest to their income and family size.

A motion was made by Member Black, seconded by Member Breen, and carried unanimously to approve the Clinical Sliding Fee Schedules Report, as presented.

Heard out of order.

- 5. Receive, Discuss and Accept the February 2024 Year-To-Date Financial Report;** direct staff accordingly or take other action as deemed necessary (*for possible action*)

Ms. Whitaker presented the February 2024 Year to Date Financial Report as of February 29, 2024.

A motion was made by Member Coca, seconded by Member Breen, and carried unanimously to accept the February 2024 Year to Date Financial Report, as presented.

- 4. Receive, Discuss and Accept the Southern Nevada Community Health Center FY25 Budget;** direct staff accordingly or take other action as deemed necessary (*for possible action*)

Ms. Whitaker, Chief Financial Officer presented the FY25 Budget with the following highlights:

Highlights

- Staffing for FY25 is projected to be 121 FTEs, compared to FY24 augmented budget of 118 FTEs.
- General Fund revenue is projected at \$28.1M in FY25, an increase of \$3M from the FY24 augmented budget.
- Special Revenue Fund (Grants) projected at \$7.9M in FY25, a decrease of \$10.5M from FY24 augmented budget.
 - SB118 funding is expected to start in FY25. The FQHC's FY25 portion is estimated at \$1.2M.
- FQHC combined expenditure for FY25 budget is \$46.3M, compared to \$39.5M from FY24 augmented budget.

Revenues – General and Special Revenue Fund

- Total Charges for Services revenue is proposed at \$27M, an increase of \$2.3M compared to \$24.7M from FY24 augmented budget.
 - The major component of Charges for Services revenue is Pharmacy, which continues to increase at \$24.7M compared to \$21.4M from FY24 augmented budget.
- Special Revenue Funds decreased from \$10.5M augmented to \$7.9M proposed due to the conclusion of HCNAP grant.

Expenditures – General and Special Revenue

- Primary Care's combined expenses decreased from \$7.9M augmented to \$5.9M proposed due to the conclusion of HCNAP grant.

- General Fund Pharmacy total expenses is projected at \$25.1M. Pharmacy medication expenses increased from \$17.6M to \$20.2M, a \$2.6M increase from FY24 to FY25.
- Total salaries and benefits for General & Grants funds are \$13.7M, 29.6% of total FQHC expenditures. More than 37% of personnel expenses are supported by grants.

A motion was made by Member Knudsen, seconded by Member Macias-Villa, and carried unanimously to accept the Southern Nevada Community Health Center FY25 Budget 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)*

There were no board reports.

VIII. CEO & STAFF REPORTS *(Information Only)*

- CEO Comments

Mr. Smith provided highlights from the March 2024 Operations Report.

Further to an inquiry from Member Feliz-Barrows, Mr. Smith confirmed the process for PPS rate reimbursement with the state, noting that certain types of encounters are not eligible for reimbursement.

IX. INFORMATIONAL ITEMS

- Community Health Center (FQHC) March 2024 Operations Reports

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 3:42 p.m.

Randy Smith
Chief Executive Officer - FQHC

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