

MINUTES

SOUTHERN NEVADA COMMUNITY HEALTH CENTER FINANCE & AUDIT COMMITTEE MEETING

June 17, 2024 – 4:00 p.m. Meeting was conducted via Webex

MEMBERS Jasmine Coca, Chair – Community Member, Catholic Charities of Southern Nevada

PRESENT: Donna Feliz-Barrows – Consumer, Grief Recovery Nevada

Blanca Macias-Villa – Consumer Member, Make The Road Nevada

Sara Hunt – Community Member, UNLV Mental/Behavioral Health Training Coalition

ABSENT:

ALSO PRESENT: None

(In Audience)

LEGAL COUNSEL: Edward Wynder, Associate General Counsel

CHIEF EXECUTIVE

OFFICER:

Randy Smith (absent)

STAFF: Andria Cordovez Mulet, Anilkumar Mangla, Cassius Lockett, David Kahananui,

Donna Buss, Donnie Whitaker, Emily Anelli, Fermin Leguen, Jonna Arqueros, Kim

Saner, Ryan Kelsch, Sara Hunt, Tawana Bellamy, Todd Bleak

I. CALL TO ORDER and ROLL CALL

The Chair called the Southern Nevada Community Health Center Finance & Audit Committee Meeting to order at 4:04 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 JUNE 17, 2024 MEETING AGENDA (for possible action)

A motion was made by Member Feliz-Barrows, seconded by Member Hunt, and carried unanimously to approve the June 17, 2024 Agenda, as presented.

- V. CONSENT AGENDA: Items for action to be considered by the Southern Nevada Community Health Center Finance and Audit Committee 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 Finance & Audit Committee Meeting Minutes March 18, 2024 (for possible action)

A motion was made by Member Feliz-Barrows, seconded by Member Macias-Villa, and carried unanimously to approve the March 18, 2024 Finance & Audit Committee Minutes, as presented.

Member Hunt was not at the March 18, 2024 meeting and abstained from voting on the motion.

VI. REPORT / DISCUSSION / ACTION

1. Receive, Discuss and Approve the Finance and Audit Committee Meeting Schedule; direct staff accordingly or take other action as deemed necessary (for possible action)

A motion was made by Member Feliz-Barrows, seconded by Member Hunt, and carried unanimously to approve the Finance and Audit Committee Meeting Schedule, as presented.

2. Receive, Discuss and Accept the April 2024 Year-To-Date Financial Report and Approve Recommendations to the Southern Nevada Community Health Center Governing Board on April 16, 2024; direct staff accordingly or take other action as deemed necessary (for possible action)

Donnie Whitaker, Chief Financial Officer presented the April 2024 Year to date Financial Report as of April 30, 2024.

A motion was made by Member Feliz-Barrows, seconded by Member Hunt, and carried unanimously to accept the April 2024 Year-To-Date Financial Report and Approve Recommendation to the Southern Nevada Community Health Center Governing Board on April 16, 2024.

Chair Coca inquired of the committee members if they thought about what slides would be relevant to see in the financial report. After further discussion, the committee made the following recommendations:

- Modify the presentation slides to remove the additional slides that are not necessary.
- Show different programs with different grants within each program to see side by side actuals on one page.
- Explore the possibility of including a month-to-month comparison over the year.

Ms. Whitaker commented that she would eliminate the additional slides and work with the analyst to add each month and show totals.

Further to an inquiry from Chair Coca, Edward Wynder, Associate General Counsel advised that it is at the committee's discretion whether to share the information with the board. Mr. Wynder commented that the conversation was informal and provided directions to staff, but the committee could certainly have additional conversation with the board.

VII. 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 portion.

XIII. ADJOURNMENT

The meeting was adjourned at 4:29 p.m.

Randy Smith Chief Executive Officer - FQHC

/tab



AGENDA

SOUTHERN NEVADA COMMUNITY HEALTH CENTER FINANCE & AUDIT COMMITTEE MEETING June 17, 2024 – 4:00 P.M.

Meeting will be conducted via Webex

NOTICE

WebEx Event address for attendees:

https://snhd.webex.com/snhd/j.php?MTID=m9704ae9f6e407d72ecb6b79ae38ff90a

To call into the meeting, dial (415) 655-0001 and enter Access Code: 2556 365 8357

For other governmental agencies using video conferencing capability, the Video Address is: 25563658357@snhd.webex.com

NOTE:

- > Agenda items may be taken out of order at the discretion of the Chair.
- > The Board may combine two or more agenda items for consideration.
- The Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.
 - I. CALL TO ORDER & ROLL CALL
 - 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. 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. There will be two public comment periods. To submit public comment on either public comment period on individual agenda items or for general public comments:
 - By Webex: Use the link above. You will be able to provide real-time chat-room messaging, which can be read into the record by a Community Health Center employee or by raising your hand during the public comment period, a Community Health Center employee will unmute your connection. Additional Instructions will be provided at the time of public comment.
 - **By email:** public-comment@snchc.org For comments submitted prior to and during the live meeting. Include your name, zip code, the agenda item number on which you are commenting, and your comment. Please indicate whether you wish your email comment.

- to be read into the record during the meeting or added to the backup materials for the record. If not specified, comments will be added to the backup materials.
- **By telephone:** Call (415) 655-0001 and enter access code 2556 365 8357. To provide public comment over the telephone, please press *3 during the comment period and wait to be called on.
- **IV. ADOPTION OF THE JUNE 17, 2024 AGENDA** (for possible action)
- V. CONSENT AGENDA: Items for action to be considered by the Southern Nevada Community Health Center Finance and Audit Committee 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 Finance & Audit Committee Meeting Minutes March 18, 2024 (for possible action)

VI. REPORT / DISCUSSION / ACTION

- 1. Receive, Discuss and Approve the Finance and Audit Committee Meeting Schedule; direct staff accordingly or take other action as deemed necessary (for possible action)
- 2. Receive, Discuss and Accept the April 2024 Year-To-Date Financial Report and Approve Recommendations to the Southern Nevada Community Health Center Governing Board on June 18, 2024; direct staff accordingly or take other action as deemed necessary (for possible action)
- VII. 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. See above for instructions for submitting public comment.

VIII. ADJOURNMENT

NOTE: Disabled members of the public who require special accommodations or assistance at the meeting are requested to notify the Administration Office at the Southern Nevada Health District by calling (702) 759-1201.

THIS AGENDA HAS BEEN PUBLICLY NOTICED on the Southern Nevada Health District's Website at https://snhd.info/meetings, the Nevada Public Notice website at https://notice.nv.gov, and a copy will be provided to any person who has requested one via U.S mail or electronic mail. All meeting notices include the time of the meeting, access instructions, and the meeting agenda. For copies of agenda backup material, please contact the Administration Office at 280 S. Decatur Blvd, Las Vegas, NV, 89107 or dial (702) 759-1201.



MINUTES

SOUTHERN NEVADA COMMUNITY HEALTH CENTER FINANCE & AUDIT COMMITTEE MEETING

March 18, 2024 – 11:00 a.m. Meeting was conducted via Webex Event

MEMBERS Jasmine Coca, Chair – Community Member, Catholic Charities of Southern Nevada

PRESENT: Donna Feliz-Barrows – Consumer, Grief Recovery Nevada

Blanca Macias-Villa - Consumer Member, Make The Road Nevada

ABSENT: Sara Hunt – Community Member, UNLV Mental/Behavioral Health Training Coalition

ALSO PRESENT: None

(In Audience)

LEGAL COUNSEL: Edward Wynder, Associate General Counsel

CHIEF EXECUTIVE

OFFICER:

Randy Smith

STAFF: Andria Cordovez Mulet; Fermin Leguen, David Kahananui, Donna Buss, Donnie (DJ)

Whitaker, Jonas Maratita, Jonathan Contreras, Julie Maldonado, Randy Smith,

Tawana Bellamy, Yin Jie Qin, Sebastian

I. CALL TO ORDER and ROLL CALL

The Chair called the Southern Nevada Community Health Center Finance & Audit Committee Meeting to order at 11:04 a.m. Tawana Bellamy, Senior 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. 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 MARCH 18, 2024 MEETING AGENDA (for possible action)

A motion was made by Member Feliz-Barrows, seconded by Member Macias-Villa, and carried unanimously to approve the March 18, 2024 Agenda, as presented.

V. REPORT / DISCUSSION / ACTION

1. Approve Finance & Audit Committee Meeting Minutes – October 16, 2023; direct staff accordingly or take other action as deemed necessary (for possible action)

A motion was made by Member Feliz-Barrows, seconded by Member Macias-Villla, and carried unanimously to approve the October 16, 2023 Finance & Audit Committee Minutes, as presented.

2. Review, Discuss and Approve the Finance and Audit Committee Meeting Schedule; direct staff accordingly or take other action as deemed necessary (for possible action

Member Coca advised the committee to table the review and approval of the Finance and Audit Committee meeting schedule to a future meeting until Member Hunt's availability is confirmed.

A motion was made by Member Feliz-Barrows, seconded by Member Macias-Villla, and carried unanimously to table the Finance and Audit Committee Meeting Schedule agenda item to a future meeting.

3. Receive, Discuss and Accept the January 2024 Year to Date Financial Report and Approve Recommendation to the Southern Nevada Community Health Center Governing Board on March 19, 2024; direct staff accordingly or take other action as deemed necessary (for possible action)

Donnie (DJ) Whitaker, Chief Financial Officer presented the January 2024 Year to Date Financial Report as of January 31, 2024.

Randy Smith, Chief Executive Officer commented that there are some variances in the number of patient visits reported in the monthly finance report versus the monthly operations report. Mr. Smith shared the monthly operations report only show provider visits and the financial report includes provider visits and nurse visits.

Member Coca commented that she was impressed by the FY24 patient encounter numbers, noting that the fiscal year is not over yet.

Further to an inquiry from Member Coca, Mr. Smith commented the fiscal year ends June 30, 2024.

Mr. Smith commented that he will provide an update on the payer mix and the implications of carrying a high number of uninsured patients to the Governing Board on March 19, 2024. Mr. Smith advised this is to help the board understand the challenges faced by the health center.

A motion was made by Member Feliz-Barrows, seconded by Member Macias-Villla, and carried unanimously to accept the January 2024 Year to Date Financial Report and Approve Recommendation to the Southern Nevada Community Health Center Governing Board on March 19, 2024.

VI. <u>SECOND PUBLIC COMMENT</u>: 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 portion.

XIII. ADJOURNMENT

The meeting was adjourned at 11:25 a.m.

Randy Smith Chief Executive Officer - FQHC





PROPOSED 2024 SOUTHERN NEVADA COMMUNITY HEALTH CENTER FINANCE & AUDIT COMMITTEE MEETING SCHEDULE

All CHC Finance and Audit Committee meetings are proposed to occur on the third Monday of each month at 4:00 p.m. with the following exceptions:

- → January No meeting scheduled due to holiday.
- → February No meeting scheduled due to holiday.
- → March March 18, 2024 at 11:00 a.m.
- \rightarrow April April 15, 2024 at 12:00 p.m.
- → May To Be Determined
- → October October 14, 2024 (Second Tuesday)
- → November No meeting unless required.
- → December No meeting unless required.

DATE	TIME
March 18, 2024	11:00 a.m.
April 15, 2024	12:00 P.M.
May 2024	To Be Determined
June 17, 2024	4:00 p.m.
July 15, 2024	4:00 p.m.
August 19, 2024	4:00 p.m.
September 16, 2024	4:00 p.m.
October 14, 2024	4:00 p.m.



AT THE SOUTHERN NEVADA HEALTH DISTRICT

SNCHC Finance & Audit Committee Meeting

June 17, 2024

Finance & Audit Committee Meeting Schedule

All CHC Finance and Audit Committee meetings are proposed to occur on the third Monday of each month at 4:00 p.m. with the following exceptions:

- January No meeting scheduled due to holiday.
- February No meeting scheduled due to holiday.
- March March 18, 2024, at 11:00 a.m.
- April April 15, 2024, at 12:00 p.m.
- May No meeting scheduled
- October October 14, 2024 (Second Tuesday)
- November No meeting unless required.
- December No meeting unless required.

DATE	TIME
March 18, 2024	11:00 a.m.
April 15, 2024	12:00 P.M.
May 2024	No meeting scheduled
June 17, 2024	4:00 p.m.
July 15, 2024	4:00 p.m.
August 19, 2024	4:00 p.m.
September 16, 2024	4:00 p.m.
October 14, 2024	4:00 p.m.



MOTION

Motion to Approve the Finance & Audit Committee 2024 Meeting Schedule, as presented.



Financial Report

Results as of April 30, 2024

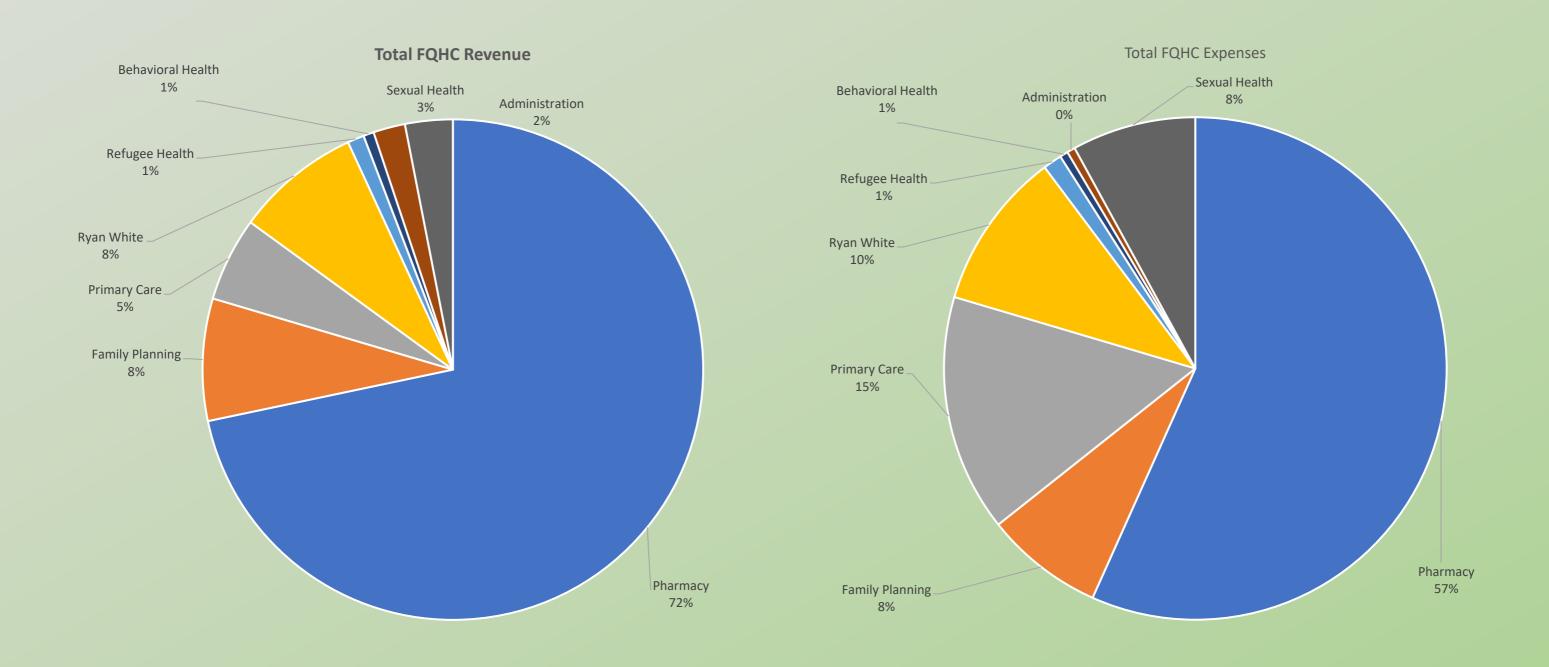
All Funds/Divisions

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Activity	Budget as of April	Actual as of April	Variance	%	
Charges for Services	20,553,044	<u> </u>	384,557	2%	
Other	416,667		135,620	33%	
Federal Revenue	6,017,869	2,994,176	(3,023,693)	-50%	
Other Grant Revenue	95,945	4,978	(90,967)	-95%	
Pass-Thru Revenue	2,513,549	2,238,902	(274,647)	-11%	
State Revenue	134,482	239,715	105,234	78%	
Total FQHC Revenue	29,731,556	26,967,660	(2,763,896)	-9%	
Salaries	7,221,232	6,641,660	(579,572)	-8%	
Taxes & Fringe Benefits	3,273,639		(281,687)	-9%	
Travel & Training	71,325		(12,384)	-17%	
Total Salaries & Benefits	10,566,196	9,692,553	(873,643)	-8%	
Supplies	15,609,773	14,617,276	(992,497)	-6%	
Capital Outlay	16,250	43,798	27,548	170%	2
Contractual	1,941,563	981,630	(959,932)	-49%	3
Total Other Operating	17,567,585	15,642,704	(1,924,881)	-11%	
Indirect Costs/Cost Allocations	4,375,297	3,860,436	(514,861)	-12%	
Transfers IN	(445,702)	(602,371)	(156,670)	35%	
Transfers OUT	446,486	602,371	155,885	35%	
Total Transfers	4,376,081	3,860,436	(515,645)	-12%	
Total FQHC Expenses	32,509,862	29,195,693	(3,314,170)	-10%	
Net Position	(2 779 207)	(2,228,033)	550,274	-20%	
NET LOSITION	(2,778,307)	(2,220,033)	330,274	-20 /8	

NOTES:

- GRANT REVENUE AND PERSONNEL BUDGETS WILL BE ALIGNED TO EXPECTATIONS DURING AUGMENTATION.
 CAPITAL EXPENSES FOR PURCHASE OF SURGICAL EQUIPMENT, SOFTWARE LICENSES, AND NEW PERMANENT SIGN.
 SIGNIFICANT BUDGETED CONTRACTS EXPENSES NOT REQUIRED AS OF APRIL 2024.

Revenues and Expenses by Department



Revenue by Department

Department	Budget as of April	Actual as of April	Variance	%	
Charges for Services, Other,	Wrap				
Family Planning	388,327	239,329	(148,997)	-38%	
Pharmacy	17,820,280	19,334,992	1,514,713	8%	1
Oral Health (Dental)	127,232	-	(127,232)	-100%	2
Primary Care	296,051	163,652	(132,399)	-45%	
Ryan White	349,907	179,402	(170,504)	-49%	
Refugee Health	108,625	119,211	10,586	10%	
Behavioral Health	117,786	113,571	(4,215)	-4%	
Administration	416,667	554,578	137,911	33%	
Sexual Health	1,344,838	784,183	(560,655)	-42%	3
OPERATING REVENUE	20,969,711	21,488,920	519,209	2%	
Grants					
Family Planning	1,662,619	1,887,712	225,093	14%	
Pharmacy	-	968	968	0%	7-4
Oral Health (Dental)	-	-	-	0%	
Primary Care	4,429,321	1,300,699	(3,128,622)	-71%	5
Ryan White	2,301,226	2,007,330	(293,896)	-13%	
Refugee Health	336,978	169,194	(167,783)	-50%	6
Behavioral Health	-	68,404	68,404	0%	4
Sexual Health	31,701	44,432	12,731	40%	
SPECIAL REVENUE	8,761,845	5,478,740	(3,283,105)	-37%	
TOTAL REVENUE	29,731,556	26,967,660	(2,763,896)	-9%	

NOTES:

- 1) ADDITIONAL 459K IN REVENUE RECEIVED FROM PRIOR YEAR'S ACTIVITY DUE TO VENDOR TRUE-UP FROM EFFECTIVE RATE CONTRACT.
 2) SERVICES NOT YET OPERATIONAL IN APRIL 2024 (ANTICIPATING GO-LIVE IN Q4 FY25).
 3) APPROVED SHC BUDGET ESTABLISHED PRIOR TO CONSOLIDATION IN JULY 2023. UPDATING EXPECTATIONS FOR FY24 AND FY25.

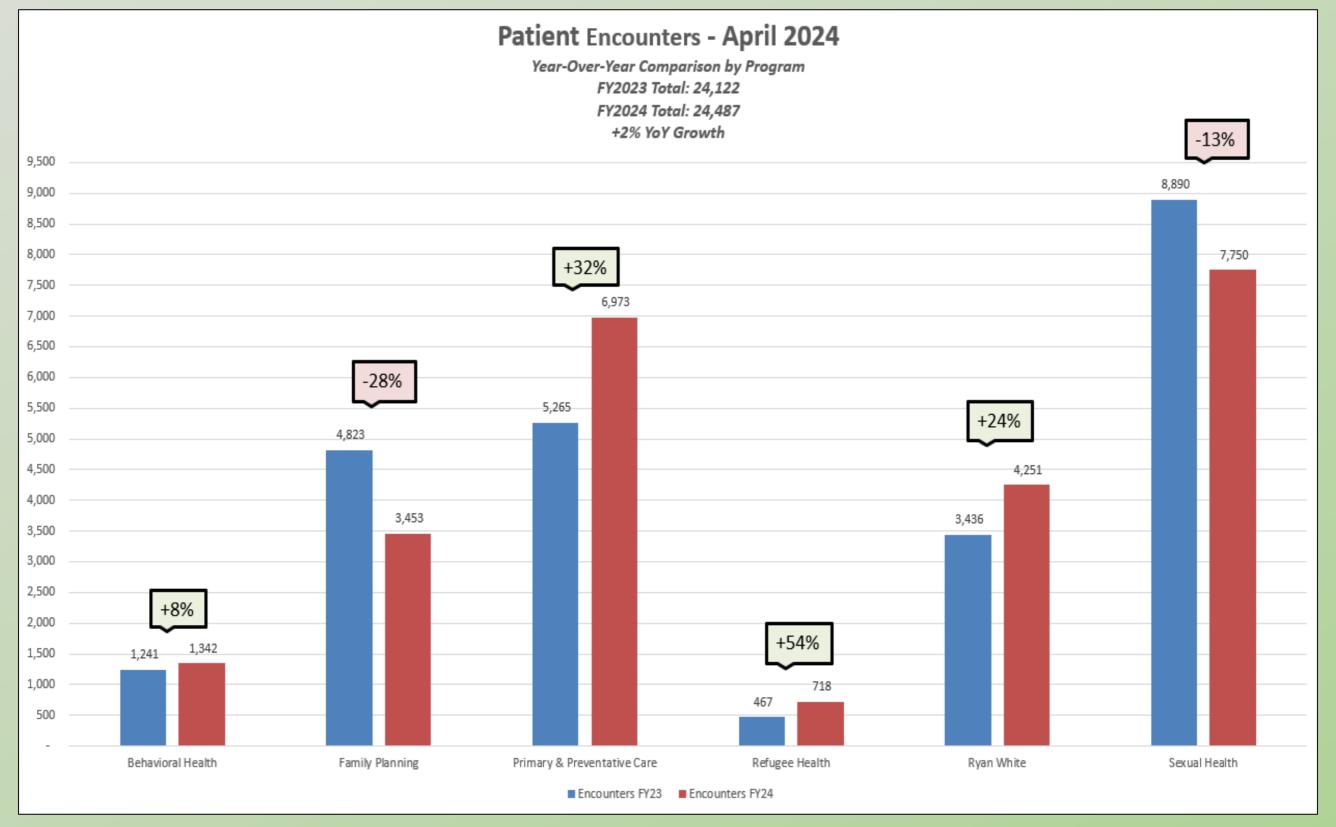
- NO BUDGETED GRANT ACTIVITY FOR FY 2024.
 GRANT REVENUE AND PERSONNEL BUDGETS WILL BE ALIGNED TO EXPECTATIONS DURING AUGMENTATION.
- CAPACITY RESERVED BUT ENCOUNTERS LIMITED BY COMMUNITY PARTNERSHIP ELIGIBLE REFERRALS.

Expenses by Department

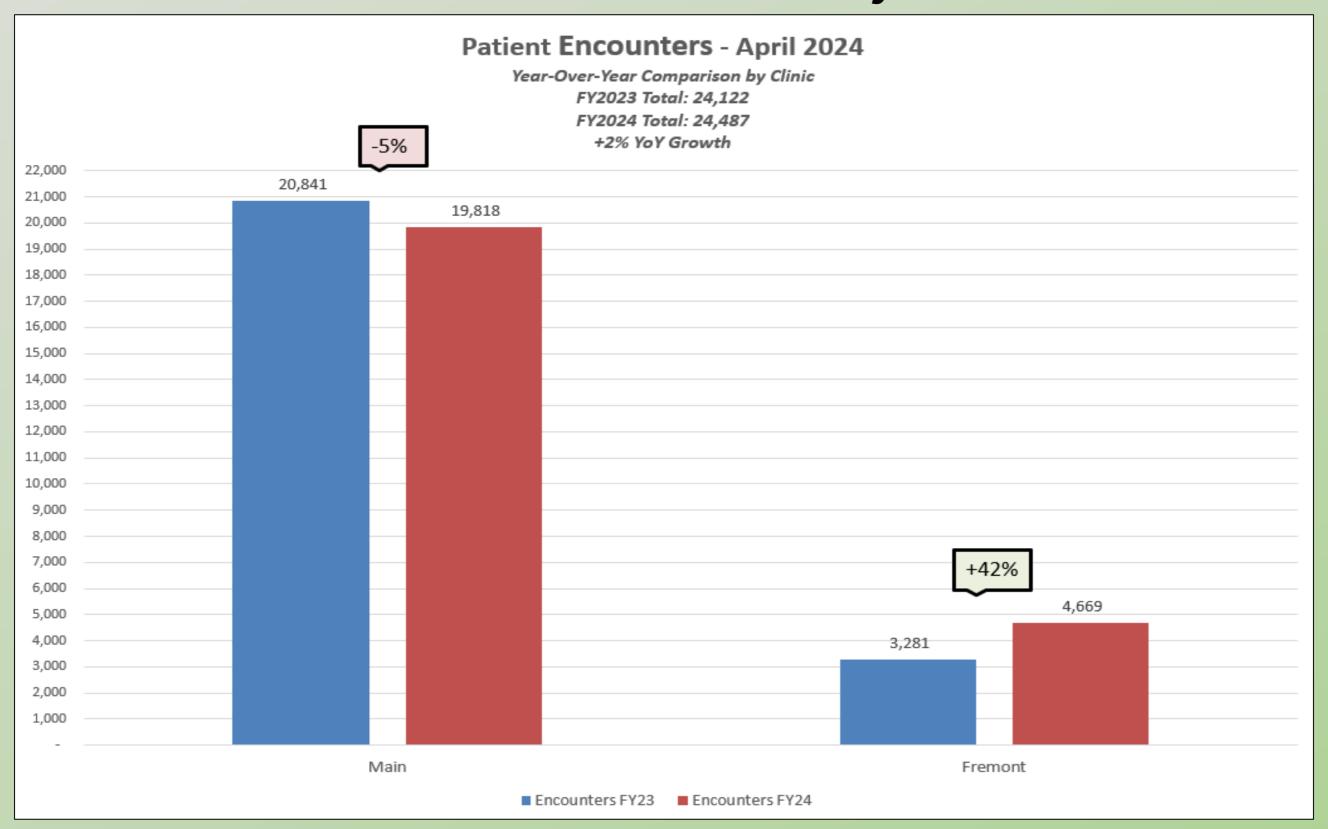
Department	Budget as of April	Actual as of April	Variance	%
Employment (Salaries, Taxes, Fringe)	Арпі	Арпі		
Family Planning	1,454,751	1,416,456	(38,294)	-3%
Pharmacy	312,359	292,026	(20,333)	-7%
Oral Health (Dental)	-	-	-	0%
Primary Care	3,941,924	3,437,089	(504,835)	-13%
Ryan White	2,386,044	2,256,011	(130,033)	-5%
Refugee Health	244,039	227,383	(16,656)	-7%
Behavioral Health	45,103	132,455	87,352	194%
Administration	78,568	82,076	3,508	4%
Sexual Health	2,032,084	1,790,115	(241,969)	-12%
Total Personnel Costs	10,494,871	9,633,612	(861,259)	-8%
Other (Supplies, Contractual, Capital, etc.)				
Family Planning	404,011	516,426	112,416	28%
Pharmacy	14,740,613	14,073,643	(666,970)	-5%
Oral Health (Dental)	46,008	-	(46,008)	-100%
Primary Care	1,760,293	428,788	(1,331,505)	-76%
Ryan White	238,603	323,055	84,453	35%
Refugee Health	145,553	79,055	(66,498)	-46%
Behavioral Health	10,500	814	(9,686)	-92%
Administration	67,530	50,270	(17,260)	-26%
Sexual Health	225,798	229,594	3,796	2%
Total Other Expenses	17,638,910	15,701,645	(1,937,265)	-11%
Total Operating Expenses	28,133,781	25,335,257	(2,798,524)	-10%
	20,100,101	20,000,201	(2,: 00,024)	. 0 /0
Indirect Costs/Cost Allocations	4,375,297	3,860,436	(514,861)	-12%
Transfers IN	(445,702)	(602,371)	(156,670)	35%
Transfers OUT	446,486	602,371	155,885	35%
Total Transfers & Allocations	4,376,081	3,860,436	(515,645)	-12%
TOTAL EXPENSES	32,509,862	29,195,693	(3,314,170)	-10%

- SERVICES NOT YET OPERATIONAL IN APRIL 2024.
 BUDGET FOR GRANT-FUNDED EXPENSES WILL BE INCREASED IN AUGMENTATION.
 SIGNIFICANT BUDGETED CONTRACTS EXPENSES NOT REQUIRED AS OF APRIL 2024.

Patients Encounters by Department



Patients Encounters by Clinic



Financial Report Categorization

Statement Category – Revenue	Elements
Charges for Services	Fees received for medical services provided from patients, insurance companies, Medicare, and Medicaid.
Other	Medicaid MCO reimbursements (the wrap), administrative fees, and miscellaneous income (sale of fixed assets, payments on uncollectible charges, etc.).
Grants	Reimbursements for grant-funded operations via Local, State, Federal, and Pass-Through grants.

Statement Category – Expenses	Elements
Salaries, Taxes, and Benefits	Salaries, overtime, stand-by pay, retirement, health insurance, long-term disability, life insurance, etc.
Travel and Training	Mileage reimbursement, training registrations, hotel, flights, rental cars, and meeting expenses pre-approved, job-specific training and professional development.
Supplies	Medical supplies, medications, vaccines, laboratory supplies, office supplies, building supplies, books and reference materials, etc.
Contractual	Temporary staffing for medical/patient/laboratory services, subrecipient expenses, dues/memberships, insurance premiums, advertising, and other professional services.
Property	Fixed assets (i.e. buildings, improvements, equipment, vehicles, computers, etc.)
Indirect/Cost Allocation	Indirect/administrative expenses for grant management and allocated costs for shared services (i.e. Executive leadership, finance, IT, facilities, security, etc.)

Additional Information

Revenues & Expenses



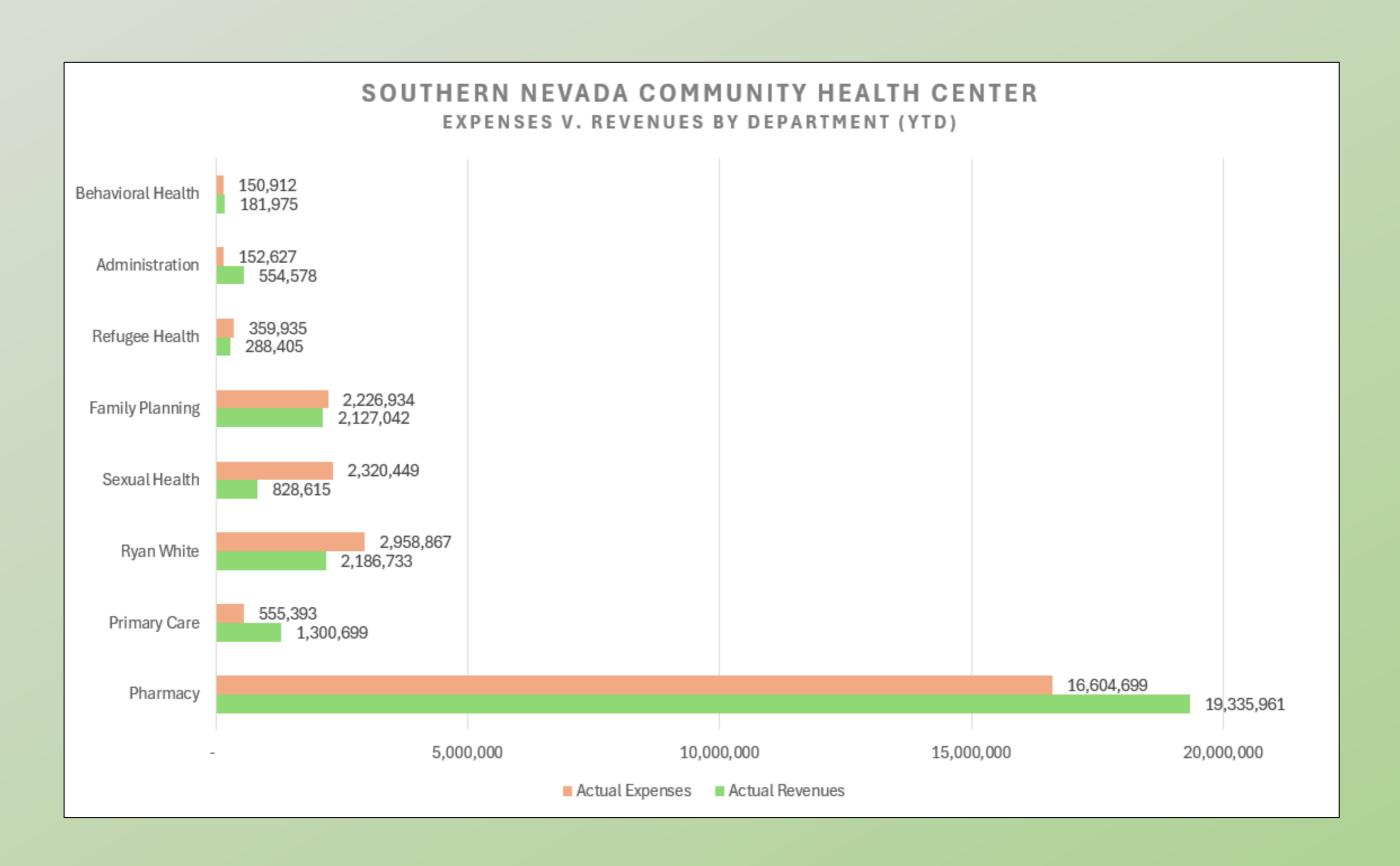
20,553,044 Charges for Services 20,937,602 416,667 Other 552,287 6,017,869 Federal Revenue 2,994,176 95,945 Other Grant Revenue 4,978 2,513,549 Pass-Thru Revenue 2,238,902 134,482 State Revenue 239,715

■Budget ■Actual

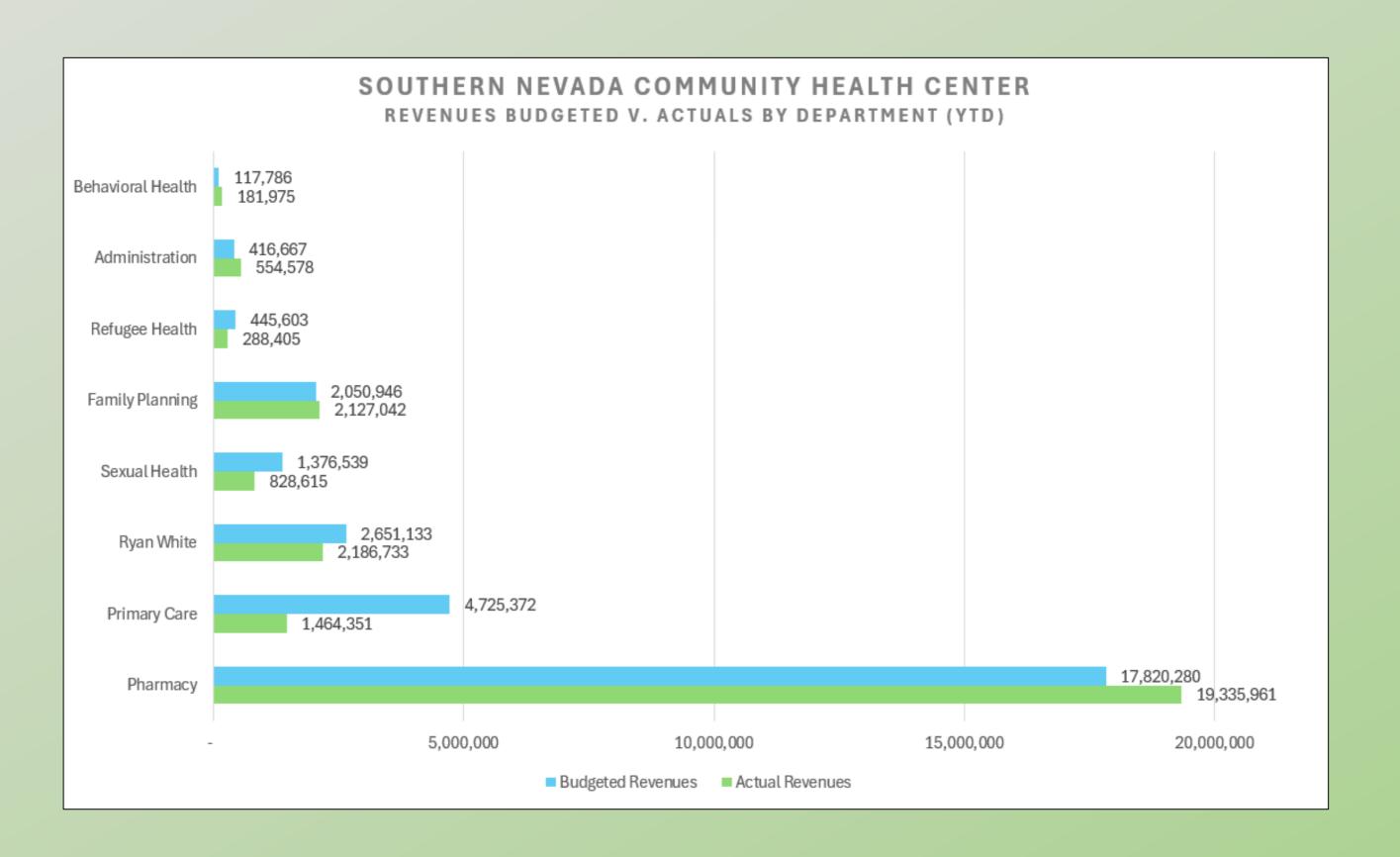
FQHC Total Expense by Type



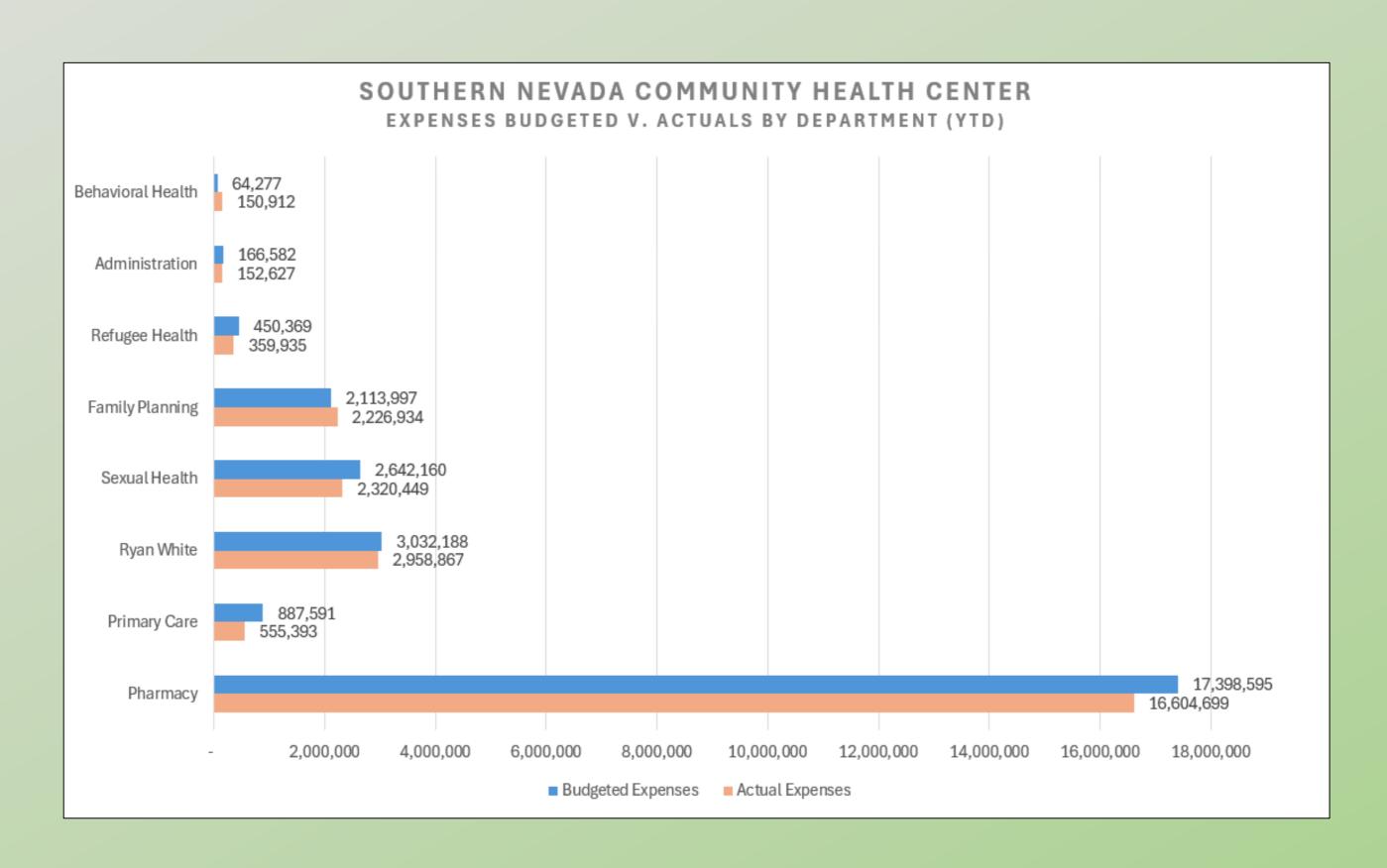
Expenses v. Revenues by Department Year-to-Date



Revenues Budgeted v. Actuals by Department Year-to-Date



Expenses Budgeted v. Actuals by Department Year-to-Date





Questions?



MOTION

Motion to Accept the April 2024 Year to Date Financial Report, as presented, and Recommend Approval to the Southern Nevada Community Health Center Governing Board meeting on June 18, 2024.



AT THE SOUTHERN NEVADA HEALTH DISTRICT

Thank You.