



AT THE SOUTHERN NEVADA HEALTH DISTRICT

MINUTES

SOUTHERN NEVADA COMMUNITY HEALTH CENTER FINANCE & AUDIT COMMITTEE MEETING

September 16, 2024 – 4:00 p.m.

Meeting was conducted via Microsoft Teams Event

MEMBERS PRESENT:

Jasmine Coca, Chair
Sara Hunt
Blanca Macias-Villa
Marie Dukes

ABSENT:

Donna Feliz-Barrows

ALSO PRESENT:

Trey Delap

(In Audience)

LEGAL COUNSEL:

Edward Wynder, Associate General Counsel

CHIEF EXECUTIVE OFFICER:

Randy Smith

STAFF:

Emily Anelli, Tawana Bellamy, Todd Bleak, Donna Buss, Andria Cordovez Mulet, Cassius Lockett, Jonas Maratita, Ryan Kelsch, Jason Frame

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 SEPTEMBER 16, 2024 MEETING AGENDA *(for possible action)*

A motion was made by Member Hunt, seconded by Member Dukes, and carried unanimously to approve the September 16, 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 – August 19, 2024 *(for possible action)*

Chair Coca called for discussion and questions and there were none.

A motion was made by Member Hunt, seconded by Member Dukes, and carried unanimously to approve the August 19, 2024 Finance & Audit Committee Minutes, as presented.

VI. REPORT / DISCUSSION / ACTION

1. Receive, Discuss and Accept the July 2024 Year to Date Financial Report and Approve Recommendations to the Southern Nevada Community Health Center Governing Board on September 17, 2024; direct staff accordingly or take other action as deemed necessary *(for possible action)*

Ms. Whitaker, Chief Financial Officer presented the July 2024 Year to date Financial Report, unaudited results as of July 31, 2024.

Revenue

- General Fund revenue (Charges for Services & Other) is \$2.64M compared to a budget of \$2.34M, a positive variance of \$300K.
- Special Revenue Funds (Grants) was \$687K compared to a budget of \$655K, a positive variance of \$32K.
- Total Revenue was \$3.32M compared to a budget of \$3M, a positive variance of \$332K.

Expenses

- Salary, Tax, and Benefits was \$1.16M compared to a budget of 1.14M, a negative variance of \$20K.
- Other Operating Expense was \$2.83M compared to a budget of \$2.02M, a positive variance of \$815K.
- Indirect Cost/Cost Allocation was \$727K compared to a budget of \$639K, a negative variance of \$88K.
- Total Expense is \$4.72M compared to a budget of \$3.80M.

Net Position: was negative \$1.39M compared to a budget of negative \$801K, a negative variance of \$591K.

Further to an inquiry from Member Coca, Ms. Whitaker shared that anything considered a new build, remodel or equipment over \$5K, would be under the Capital Outlay activity.

Further to an inquiry from Chair Coca, Ms. Whitaker confirmed the expenses related to the build of the new Behavioral Health clinic would be a Capital Outlay activity.

Further to an inquiry from Randy Smith, Chief Executive Officer, Ms. Whitaker shared that she would update the presentation to the Governing Board to show a favorable or unfavorable variance. Member Dukes agreed with Mr. Smith on these changes.

Further to an inquiry from Member Dukes, Ms. Whitaker shared that entries for inventory are made at year end. Ms. Whitaker further shared that they are looking to implement it more frequently, at least twice a year, June 30 and December 31.

Further to an inquiry from Member Dukes, Ms. Whitaker confirmed that inventory or supplies are expensed as paid but adjusted for inventory at the end of the year based on a physical account of the supplies.

Further to an inquiry from Chair Coca, Ms. Whitaker advised that depending on the program, Contractual services would be temporary staffing, subrecipient expenses, dues, membership, insurance premiums, advertising or other professional services. Behavioral Health would be under Capital Outlay.

Ms. Whitaker further reviewed the following:

- Revenue and Expenses by Department (graphical diagram)
- Revenue by Department
- Expenses by Department

Member Macias-Villa joined the meeting at 4:34 p.m.

- Patient Encounters by Department
- Patient Encounters by Clinic

Ms. Whitaker noted that the date on the Patient Encounters by Clinic slide should reflect July 2024 not July 2025. Ms. Whitaker will correct the date prior to the Governing Board meeting on September 17, 2024.

Ms. Whitaker reviewed the Financial Report Categorization information and noted that she will update the description for Property to include Capital Outlay.

Ms. Whitaker further reviewed the YTD by Month Through July 31, 2024 by Department and YTD by Month Through July 31, 2024 by Type.

Chair Coca commented that she likes the summary that was added at the beginning of the presentation.

Chair Coca called for additional questions or comments and there were none.

A motion was made by Member Dukes, seconded by Member Macias-Villa, and carried unanimously to accept the July 2024 Year to Date Financial Report and Approve Recommendation to the Southern Nevada Community Health Center Governing Board on September 17, 2024, as presented.

- 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 further, the Chair closed the Second Public Comment portion.

XIII. ADJOURNMENT

The Chair adjourned the meeting at 4:39 p.m.

Randy Smith, MPA
Chief Executive Officer - FQHC

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