

MINUTES

SOUTHERN NEVADA COMMUNITY HEALTH CENTER GOVERNING BOARD MEETING

November 19, 2024, 2024 – 2:30 p.m.

Meeting was conducted In-person and via Microsoft Teams

Southern Nevada Health District, 280 S. Decatur Boulevard, Las Vegas, NV 89107

Red Rock Trail Room A

- MEMBERS PRESENT:** Donna Feliz-Barrows, Chair (*in-person*)
Jasmine Coca, First Vice Chair (*in-person*)
Sara Hunt, Second Vice Chair (*via Microsoft Teams*)
Scott Black (*via Microsoft Teams*)
Erin Breen (*via Microsoft Teams*)
Ashley Brown (*via Microsoft Teams*)
Luz Castro (*via Microsoft Teams*)
Marie Dukes (*via Microsoft Teams*)
Brian Knudsen (*via Microsoft Teams*)
Jose L. Melendrez, (*via Microsoft Teams*)
- ABSENT:** Blanca Macias-Villa
- ALSO PRESENT:** Nadine Kienhoefer, Davell Jackson
- LEGAL COUNSEL:** Edward Wyner, Associate General Counsel
- CHIEF EXECUTIVE OFFICER:** Randy Smith
- STAFF:** Tawana Bellamy, Andria Cordovez Mulet, Emily Anelli, Cassondra Major, Jacques Graham, Ronique Tatum-Penegar, Fermin Leguen, (External) David Kahananui, Cassius Lockett, Bernadette Meily, Kim Saner, Jonas Maratita, Ryan Kelsch, Justin Tully, Yin Jie Qin, Luann Province, Felicia Sgovio, Donnie Whitaker, Mariel Marcos, Merylyn Yegon, Tabitha Johnson
- 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. RECOGNITION**
- 1. Southern Nevada Health District – November Employee of the Month**
 - Mariel Marcos

The Chair recognized Employee of the Month, Mariel Marcos. Each month the Community Health Center and the Health District recognized those employees that went above and beyond for the Health District and our community and that best represented the Health District's C.A.R.E.S. Values.

IV. OATH OF OFFICE

Ms. Bellamy administered the Oath of Office to Members Donna Feliz-Barrows, Chair, Jasmine Coca, First Vice Chair and Sara Hunt, Second Vice Chair.

V. 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.

VI. ADOPTION OF THE NOVEMBER 19, 2024, MEETING AGENDA *(for possible action)*

Chair Feliz-Barrows called for questions and there were none.

A motion was made by Member Melendrez, seconded by Member Black, and carried unanimously to approve the November 19, 2024, Meeting Agenda, as presented.

VII. 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:** October 15, 2024 *(for possible action)*
- 2. Approve Initial Credentialing and Privileging of Provider Michelle Jordan, DO;** direct staff accordingly or take other action as deemed necessary *(for possible action)*
- 3. Approve the Re-credentialing and Renewal of Privileges for Providers;** direct staff accordingly or take other action as deemed necessary *(for possible action)*
 - Fermin Leguen, MD, MPH
 - Tasheka Powell, APRN I
 - Lorretta Jennings, APRN II
 - Elita Pallasigui, APRN I
 - Norma Ramirez-Rodriguez, LCSW
 - Racquel Tolzmann, APRN II
 - Adrienne Young, APRN II

Chair Feliz-Barrows called for any action and there were none.

A motion was made by Member Breen, seconded by Member Melendrez, and carried unanimously to approve the Consent Agenda, as amended.

Member Knudsen joined the meeting at 2:42 p.m.

VIII. REPORT / DISCUSSION / ACTION

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

Donnie Whitaker, Chief Financial Officer, presented the September 2024 Year to date Financial Report, which represents the first quarter, unaudited results as of September 30, 2024.

Revenue

- General Fund revenue (Charges for Services & Other) was \$8.34M compared to a budget of \$7.03M, a favorable variance of \$1.34M.
- Special Revenue Funds (Grants) were \$1.85M compared to a budget of \$1.96M, an unfavorable variance of \$120K.
- Total Revenue was \$10.22M compared to a budget of \$9.00M, a favorable variance of \$1.22M.

Expenses

- Salary, Tax, and Benefits were \$3.45M compared to a budget of \$3.43M, an unfavorable variance of \$19.7K.
- Other Operating Expense was \$7.61M compared to a budget of \$6.06M, an unfavorable variance of \$1.55M.
- Indirect Cost/Cost Allocation was \$1.97M compared to a budget of \$1.92M, an unfavorable variance of \$55K.
- Total Expense was \$13.02M compared to a budget of \$11.40M, an unfavorable variance of \$1.62M.

Net Position was (\$2.81M) compared to a budget of (\$2.40M), an unfavorable variance of \$402K.

Ms. Whitaker further reviewed the following:

- All funds and Divisions by Type (Budget to Actual)
- Revenue and Expenses by Department (graphical diagram)
- Revenue by Department
- Expenses by Department
- Patient Encounters by Department as of September 2024
 - FY2024 Total: 6,972
 - FY2025 Total: 9,218
 - 32% year over year growth
- Financial Report Categorization Definitions
- Year to Date by Month by Department
- Year to Date by Type

The Chair called for questions and there were none.

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

2. Receive, Discuss and Approve the Patient Complaints and Grievances Policy; direct staff accordingly or take other action as deemed necessary *(for possible action)*

Randy Smith, Chief Executive Officer, FQHC provided a summary of the Patient Complaints and Grievances Policy. The policy provides a systematic and consistent approach to address complaints of clients and family and establish a grievance process to ensure a response.

Further to an inquiry from Member Coca, Mr. Smith advised that the first intent is to have staff resolve it at the point of care, then to the supervisor. Mr. Smith further advised there are certain types of grievances that would go directly to him.

The Chair called for questions and there were none.

A motion was made by Member Melendrez, seconded by Member Breen, and carried unanimously to approve the Patient Complaints and Grievances Policy, 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)*

Chair Feliz-Barrows shared that she found out the center is renting space and the pharmacy is not theirs. That is why the 340B works differently there than at our health center.

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

- CEO Comments

Mr. Smith shared the FY25 Quarter One Access report which included the month October. Mr. Smith further shared there was a twenty-eight percent increase in patient access over last year.

Mr. Smith further shared the following:

- Unduplicated Patients: 93.99% to goal of 9,980
- Visit Counts: 86.02% to goal of 23,577
- National Association of Community Health Centers (NACHC) Statement Regarding the 2024 Election.
- Reminders for board members to complete the Conflict of Interest Disclosure Forms and the upcoming Strategic Planning Committee meeting.
- HRSA Operational Site Visit – February 25, 2025 through February 27, 2025
- HRSA Title X site visit scheduled September 2025
- Ryan White site visit was successfully completed on November 6, 2024, with no findings.
- The new Medical Director was hired and will start February 3, 2025.
- Behavioral Health Clinic at Decatur buildout is complete. Soft opening on November 24, 2024, and an open house scheduled January 15, 2025.

- Medicaid PPS rate setting cost report was submitted on October 31, 2024.
- Two employees were awarded Employee of the Month.
- Video - [Partnering with Communities to Build a Healthier Nation](#)

Members Black and Knudsen left the meeting at 3:19 p.m. and did not return.

Further to an inquiry from Chair Feliz-Barrows, regarding steps being taking to ensure certain undocumented populations are protected when they come in for service. Mr. Smith shared that we would have to wait and see what will transpire in the new administration. Dr. Leguen shared that we do not ask for the immigration status of our patients. Dr. Leguen further shared there is nothing in our system that reflects immigration status, and we do not obtain that information. Dr. Leguen shared that as an agency, we do not cooperate with the law enforcement regarding the immigration status of people, and we do not allow police or immigration activity in our facility. Further to an inquiry from Chair Feliz-Barrows, Dr. Leguen commented that this would extend to all populations, including LGBTQ.

Member Melendrez commented that we should look out for ice raids where they overstep their boundaries. Dr. Leguen advised that we can control what is happening in the building.

Chair Feliz-Barrows commented that it makes her feel more comfortable that the health center is ahead of the concerns.

Chair Feliz-Barrows called for further questions or comments and there were none.

X. INFORMATIONAL ITEMS

- Community Health Center (FQHC) September 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 Vice Chair closed the Second Public Comment period.

XII. ADJOURNMENT

The Vice Chair adjourned the meeting at 3:29 p.m.

Randy Smith
Chief Executive Officer - FQHC

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