

MINUTES

**SOUTHERN NEVADA COMMUNITY HEALTH CENTER
NOMINATIONS COMMITTEE MEETING
October 4, 2023 – 3:00 P.M.
Meeting will be conducted via Webex Event**

MEMBERS PRESENT: Luz Castro, Consumer Member
Erin Breen, Community Member
Donna Feliz-Barrows, Consumer Member
Jose L. Melendrez – Consumer Member

ABSENT: None

ALSO PRESENT: None

LEGAL COUNSEL: Edward Wynder, Associate General Counsel

EXECUTIVE DIRECTOR: Fermin Leguen, MD, MPH, District Health Officer

STAFF: Tawana Bellamy, Andria Cordovez Mulet, Randy Smith, David Kahananui, Bernadette Meily

I. CALL TO ORDER AND ROLL CALL

The Southern Nevada Community Health Center Nominations Committee meeting was called to order at 3:01 p.m. Tawana Bellamy, Administrative Secretary, 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 three (3) 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 First Public Comment portion was closed.

IV. ADOPTION OF THE OCTOBER 4, 2023 AGENDA (for possible action)

A motion was made by Member Feliz-Barrows, seconded by Member Breen and carried unanimously to approve the October 4, 2023 Agenda, as presented.

V. REPORT / DISCUSSION / ACTION

- 1. Approve Nominations Committee Meeting Minutes – October 3, 2022;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

A motion was made by Member Feliz-Barrows, seconded by Member Breen, and carried unanimously to approve the October 3, 2022 meeting minutes, as presented.

- 2. Nomination of Chair of the Nominations Committee;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

Randy Smith, FQHC Operations Officer advised that the Nominations Committee meets at least once a year, and the chair's role is to preside over and carry out the agenda for the meeting.

A motion was made by Member Feliz-Barrows, seconded by Member Breen, and carried unanimously to nominate Member Luz Castro as Chair to the Nominations Committee.

- 3. Review and Discuss the Nominations Committee Charter and Approve Recommendation to the Southern Nevada Community Health Center Governing Board on October 17, 2023;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

Mr. Smith provided an overview of minor changes to the Nomination Committee charter.

A motion was made by Member Feliz-Barrows, seconded by Member Breen, and carried unanimously to accept the Nominations Committee Charter and Approve recommendations to the Southern Nevada Community Health Center Governing Board on October 17, 2023.

- 4. Review and Discuss Governing Board Officer Appointment and Approve Recommendation to the Southern Nevada Community Health Center Governing Board on October 17, 2023;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

Mr. Smith shared that Member Coca volunteered to fill the vacant second Vice Chair role for the Governing Board. Mr. Smith further advised that we are looking for a motion to accept her in that position.

A motion was made by Member Feliz-Barrows, seconded by Member Castro, and carried unanimously to accept Member Jasmine Coca as the Second Vice Chair and Approve recommendation to the Southern Nevada Community Health Center Governing Board on October 17, 2023.

- 5. Review, Discuss and Accept the Board Member Candidates and Approve Recommendations to the Southern Nevada Community Health Center Governing Board on October 17, 2023;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

Mr. Smith advised that there are currently nine board members and two vacancies on the Governing Board. Mr. Smith provided an overview of the HRSA requirements for community and consumer board members, the orientation activities that were conducted, and the two board member candidates' applications. Member Feliz-Barrows commented that they both looked like great candidates.

A motion was made by Member Feliz-Barrows, seconded by Member Breen, and carried unanimously to accept the Board Member Candidates Sara Hunt and Blanca Macias-Villa and Approve recommendations to the Southern Nevada Community Health Center Governing Board on October 17, 2023.

6. Review and Discuss the Governing Board Member New Term and Approve Recommendations to the Southern Nevada Community Health Center Governing Board on October 17, 2023; direct staff accordingly or take other action as deemed necessary *(for possible action)*

Mr. Smith provided a brief overview of the bylaws regarding terms of office, term extensions, and board member attendance requirements. Mr. Smith advised of Member Scott's attendance and her availability to attend meetings due to other obligations. Member Breen commented that is difficult to meet quorum if we consistently have one that can not make the meetings. Further to the inquiry from Member Feliz-Barrows regarding the reason for Member Scott's absences, Mr. Smith shared that Member Scott has other obligations or activities that conflict with the meeting times.

A motion was made by Member Feliz-Barrows, seconded by Member Breen, and carried unanimously to not extend a new term and Approve recommendation to the Southern Nevada Community Health Center Governing Board on October 17, 2023.

VI. 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 Second Public Comment portion was closed.

VII. ADJOURNMENT

The meeting was adjourned at 3:30 p.m.

Fermin Leguen, MD, MPH
District Health Officer/Executive Secretary/FQHC Executive Director

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