



MINUTES

**Southern Nevada District Board of Health Meeting
Finance Committee Meeting
October 30, 2019 - 11:00 a.m.
Southern Nevada Health District, 280 S. Decatur Blvd., Las Vegas, Nevada 89107
Lake Mead Trail Conference Room**

Members Present Olivia Diaz, Council Member – City of Las Vegas
Marilyn Kirkpatrick – Commissioner, Clark County
Brian Knudsen – Council Member – City of Las Vegas
Scott Nielson, Chair – At-Large Member, Gaming
Dan Stewart – Council Member, City of Henderson

Members Absent None

ALSO PRESENT:

(In Audience)

LEGAL COUNSEL: Annette Bradley, General Counsel

EXECUTIVE SECRETARY: Fermin Leguen, MD, MPH, Acting Chief Health Officer

STAFF: Heather Anderson-Fintak, Ernest Blazzard, Michelle Cintron, Amy Hagan, Suzanne Luchs, Robert Newton, Larry Rogers, Joanne Rupiper, Christopher Saxton, Herb Sequera, Karla Shoup, Jennifer Sizemore, Jacqueline Wells

I. CALL TO ORDER

Chair Nielson called the Southern Nevada District Board of Health Finance Committee meeting to order at 11:10 a.m.

II. 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 step up to the speaker's podium, clearly state your name 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 Chairman or the Board by majority vote.

Seeing no one, this portion of the meeting was closed.

III. ADOPTION OF THE OCTOBER 30, 2019 AGENDA (for possible action)

Chair Nielson moved Consent Agenda Item IV.4. to be heard Out of Order after item IV.2.

A motion was made by Member Stewart seconded by Member Kirkpatrick and unanimously carried to adopt the October 30, 2019 Agenda as amended.

IV. REPORT / DISCUSSION/ ACTION:

1. Nomination of Chair of the Finance Committee: direct staff accordingly or take other action as deemed necessary (*for possible action*)

A motion was made by Member Kirkpatrick seconded by Member Stewart and unanimously carried to retain Chair Nielson as Chair of the Finance Committee.

2. Approve Finance Committee Meeting Minutes – March 25, 2019 (for possible action)

A motion was made by Member Kirkpatrick seconded by Member Stewart and unanimously carried to approve the March 25, 2019 Minutes as presented.

4. HEARD OUT OF ORDER - Review/Discuss Environmental Health Fee Increase Direction and Approve Recommendations to the Southern Nevada District Board of Health on November 21, 2019; direct staff accordingly or take other action as deemed necessary (for possible action)

Christopher Saxton, Director of Environmental Health Director and Ernest Blazzard, Acting Director of Administration, presented the Environmental Health Fee proposals. ([Attachment 1](#))

A motion was made by Member Kirkpatrick seconded by Member Stewart and unanimously carried to direct staff to complete Administrative cleanup of the Environmental Health Fee Schedule and implement expedited inspection fees (200% of Plan Review fee), increased fees for C Downgrades (\$1,200), and increased fees for Closures (\$1,400), with appropriate policies and procedures. Staff will return to the Finance Committee for Phase 2 EH Fee Schedule adjustments in early 2020, after six months of time study data is available.

3. Discuss Audit Status and Scheduling of Financial Reports to Board of Health; direct staff accordingly or take other action as deemed necessary (for possible action)

Mr. Blazzard explained the goal of the discussion is to make a formal request to the committee for approval to petition the State for an extension of the deadline for submitting the audited financial reports to the State from November 30 to December 31. This extension is recommended by the audit team, primarily due to implementation of a billing system (eClinical Works) which was not complete, thoroughly configured or tested by year end. As a result, some of the revenue streams for Clinical Services were not able to be calculated correctly, enough to where it could properly and confidently be submitted to the auditors. This has delayed completing the audit. The plan is to have the testing and audit completed within the extended time requested and be able to submit to the State.

Tami Miramontes, Eide Bailly, noted it was unknown if the records would be auditable and a modified opinion, which is not a clean opinion, may have to be issued. If a modified opinion is not desirable and it takes longer than thirty days to continue to clean up the records, it is possible that a second extension could be required.

Member Kirkpatrick is not pleased that the billing issue has occurred and does not believe that the District was ready to begin the billing process. The committee strongly believes this issue should have been brought to the attention of the Board much earlier.

Ramesh Gogineni, representing Branson Management Group (BMG), third party vendor for the electronic billing system, explained the operation used to be based on paper until the electronic billing process began implementation. Several critical issues were encountered along the way, including loss of the Project Manager and lack of infrastructure to support the transition from paper to electronic. Mr. Gogineni indicated revenues are starting to come in and he is confident that a good sum of money is recoverable. He expects to have a better idea of how much money can be obtained over the next two to three months.

Richard Walker, Eide Bailly, noted if the majority of revenues have settled and they can identify the magnitude of what is outstanding, and the amount of charges is small enough,

theoretically, they can achieve an unmodified opinion, however, it would depend on the magnitude of outstanding charges.

A motion was made by Member Knudsen seconded by Member Diaz and unanimously carried to allow staff to file a waiver with the State to extend the deadline to December 31, 2019.

5. Receive Update and Discuss Health District Space Options and Approve Recommendations to the Southern Nevada District Board of Health on November 21, 2019; direct staff accordingly or take other action as deemed necessary (*for possible action*)

Dr Leguen reminded the committee that the District has been looking to purchase additional space in the current mall area. Leadership has since taken a different look at multiple alternatives such as telecommuting and reconfiguration of the existing building. These options will be significantly cheaper than purchasing additional property, although the actual costs have not yet been obtained from the architect. The committee would like to see other financing options, space planning options, how many more staff are anticipated, etc, before moving forward. Dr. Leguen will compile this information and present at the next Finance Committee.

There was no action taken on this item.

V. 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. No action may be taken upon a matter raised under this item of this Agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken pursuant to NRS 241.020. Comments will be limited to five (5) minutes per speaker. Please step up to the speaker's podium, clearly state your name 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 Chairman or the Board by majority vote.

Victoria Harding, SNHD/SEIU, has been working with Amy Hagan, Human Resources Director, on the remote work situation. Ms. Harding believes the District is in a mess of having so many people in this building because of prior leadership and the push to get grants. The District now has grants and no place to put the additional staff. Also, as Environmental Health moves to working remotely, the overhead will not be the same, which will likely confuse some of the figures and the FQHC will further muddy the numbers. Ms. Harding is happy that it is a new day, and she plans to move forward in a positive way, cleaning up all the messes and future decisions will be made with a purpose.

Cara Evangelista, representing a large number of food facilities, believes the expedite fees can be significant revenue as in the past, it was not offered. Most of the time, this is done in the field before or after hours. Regarding the Enterprise Fund, overhead is approximately 30%, (\$3-\$4M). It was presented that most of these funds went to Administration, however, when asked for line items, no specifics were provided. It was also stated that a third-party company determines overhead based on a Code of Federal Regulations (CFR) which does not seem to apply to EH. Also, documents provided indicate an EH Inspector hired ten years ago costs \$10,000 more in overhead than an Inspector that has been with the District for two years which does not make sense. Ms. Evangelista asked for explanations for all these issues.

Seeing no one else, the Chair closed this portion of the meeting.

XI. ADJOURNMENT

The Chair adjourned the meeting at 12:50 p.m.

Fermin Leguen, MD, MPH
Acting Chief Health Officer/Executive Secretary

/jw