



MINUTES

**Southern Nevada District Board of Health Meeting
December 19, 2019 – 10:00 a.m.
Southern Nevada Health District, 280 S. Decatur Boulevard, Las Vegas, NV 89107
Red Rock Trail Conference Room A and B**

**BOARD:
(Present)** Scott Black – Chair, Mayor Pro Tempore, City of North Las Vegas
James Adams – Council Member, City of Boulder City (via teleconference)
Olivia Diaz – Council Member, City of Las Vegas
Marilyn Kirkpatrick – Vice Chair, Commissioner, Clark County
Brian Knudsen – Council Member, City of Las Vegas
Frank Nemeč – At-Large Member, Physician
Scott Nielson – At-Large Member, Gaming (via teleconference)
Tick Segerblom – Commissioner, Clark County

(Absent): Nicole Brisson – At-Large Member, Regulated Business/Industry
Dan Stewart – Council Member, City of Henderson
Brian Wursten – Council Member, City of Mesquite

**ALSO PRESENT:
(In Audience)** None

LEGAL COUNSEL: Annette Bradley, General Counsel

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

STAFF: Heather Anderson-Fintak, Ernest Blazzard, Michelle Cintron, Andrea Green, Amy Hagan, Michael Johnson, Christopher Saxton, Jennifer Sizemore, Leo Vega

I. CALL TO ORDER

Chair Black called the Southern Nevada District Board of Health meeting to order at 10:05 a.m.

II. PLEDGE OF ALLEGIANCE

III. 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 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 Chairman or the Board by majority vote.

Seeing none, Chair Black closed this portion of the meeting.

IV. ADOPTION OF THE DECEMBER 19, 2019 AGENDA (for possible action)

A motion was made by Member Kirkpatrick seconded by Member Diaz and carried unanimously to approve the December 19, 2019 Agenda as presented.

V. CONSENT AGENDA: Items for action to be considered by the Southern Nevada District Board of Health 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/BOARD OF HEALTH MEETING:** October 24, 2019 *(for possible action)*
2. **PETITION #23-20: Approval of A02 Amendment to Interlocal Agreement C1900050 by and between Southern Nevada Health District and the City of Las Vegas Revising the Effective Date of Agreement to Align with Start Date of Initial Period of Performance;** direct staff accordingly or take other action as deemed necessary *(for possible action)*
3. **PETITION #24-20: Approval of A02 Amendment to Interlocal Agreement C1900051 by and between Southern Nevada Health District and the City of Henderson Revising the Effective Date of Agreement to Align with Start Date of Initial Period of Performance;** direct staff accordingly or take other action as deemed necessary *(for possible action)*
4. **PETITION #25-20: Approval of Contract for Guardian Life Insurance Company of America with Clark County, Effective January 1, 2020;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

A motion was made by Member Kirkpatrick seconded by Member Segerblom and carried unanimously to approve the December 19, 2019 Consent Agenda as presented.

- VI. **PUBLIC HEARING / ACTION:** Members of the public are allowed to speak on Public Hearing / Action items after the Board's discussion and prior to their vote. Each speaker will be given five (5) minutes to address the Board on the pending topic. No person may yield his or her time to another person. In those situations where large groups of people desire to address the Board on the same matter, the Chair may request that those groups select only one or two speakers from the group to address the Board on behalf of the group. Once the public hearing is closed, no additional public comment will be accepted.

There were no items to be heard.

VII. **REPORT / DISCUSSION / ACTION**

1. **Discuss and Approve the Southern Nevada Community Health Center's Annual Operating Budget;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

Ernest Blazzard, Chief Financial Officer, presented the Community Health Center's annual operating budget. ([Attachment 1](#))

3. **Receive Report and Accept Recommendations from the December 11, 2019 Finance Committee Meeting;** direct staff accordingly or take other action as deemed necessary *(for possible action)* **Out of Order**

Member Nielson reported the recommendations from the December 11, 2019 Finance Committee Meeting. He remarked the waiver had been granted to extend the deadline and staff was acknowledged for their hard work on the implementation of the electronic health record software. The Finance Committee recommended the financial statements and letter of Eide Bailly be adopted as drafted.

2. **Receive/Review/Discuss Audit Report from Eide Bailly;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

Brett Lubik and Richard Walker, Managers with Eide Bailly, presented the Independent Auditor's Report. Mr. Lubik remarked an unmodified opinion was issued; therefore, the financial statements are materially accurate and can be relied upon by the users of the financial statements. The audit

covered basic financial statements of governmental activities, each major fund, and the aggregate remaining fund information ending June 30, 2019.

Mr. Walker referred to page 57 of the report and discussed the internal control over financial reporting and compliance. He noted there was an issue of significant deficiency over internal control; however, there was no compliance related issue. On page 59 of the report, an opinion of compliance was issued for each major federal program with no material weakness but there was an identified significant deficiency, which is currently in the process of being corrected. The first deficiency related to the financial statements and the implementation of the electronic health records software, concurrently while the billing clearing house was changing. There was a delay in implementation and the material weakness was brought to the Board's attention.

There was a single related, repeat audit finding over procurement suspension and debarment, which was encountered in testing over the Public Health Emergency Preparedness, Family Planning Services, National Bioterrorism HPP and HIV Prevention Program. It was noted the prior procurement suspension and debarment policies were no longer in compliance with Uniform Guidance policies; however, the District was in the process of recreating a new compliance policy. A letter to the Board was issued to discuss the auditors' responsibilities and the District's as it relates to the audit, the plan, scope and timing of the audit, and any difficulty which may have been encountered with management, and there was none.

Two audit adjustments as corrected in the financial statements were noted as follows: 1) Medical clinical billing issues with an adjustment to record \$806,000 gross accounts receivable, a contractual adjustment allowance of \$593,000 and net unavailable revenue of \$213,000; 2) Correction to compensated absence accrual of \$97,709 adjustment to reduce the compensated absence liability and salary expense.

A collective motion for all three action items: 1) Approve the Southern Nevada Community Health Center annual operating budget; 2) Accept the Recommendation from the Finance Committee Meeting to adopt the audit report and letter; 3) Adopt the Independent Auditor's Report; was made by Member Segerblom seconded by Member Knudsen and carried unanimously to approve all three items.

VIII. 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)***

Vice Chair Kirkpatrick requested an update on the District's relationship with the Nevada Public Health Institute and information about their function with all the counties. She also requested a monthly HR Hiring report, to include forecasting and justifications for new hires.

Member Diaz reminded staff to send meeting invitations to the Board for joint events held by the Health District, like the Fast Track Nevada event.

Chair Black reported the District held its Employee Recognition Event and it was well attended. He acknowledged the commitment of staff and recognized their years of service ranging from five years to 30 years.

IX. HEALTH OFFICER & STAFF REPORTS *(Information Only)*

- CHO Comments
 - Dr. Leguen reported an update on the flu season and cases are more severe locally than last year. There have been more than 360 hospital admission and four deaths.
 - Regarding e-cigarettes/vaping, the updated number of cases reported are currently at six.

- The Technical Assistance Visit by Health Resources and Services Administration for the Federally Qualified Health Center occurred in December 10–12, 2019. Their recommendations will be forwarded in preparation for the Operational Site Visit scheduled for February 2020.
- The Hepatitis A Outbreak has been reduced to minimum numbers. The outbreak will be declared over when there are two cases or less in a four-week period.

X. INFORMATIONAL ITEMS

1. Administration Monthly Activity Report
2. Clinical Services Monthly Activity Report
3. Community Health Monthly Activity Report
4. Environmental Health Monthly Activity Report

- XI. 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 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 Chairman or the Board by majority vote.

Seeing none, Chair Black closed this portion of the meeting.

XIII. ADJOURNMENT

The Chair adjourned the meeting at 10:53 a.m.

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

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