MINUTES

SOUTHERN NEVADA DISTRICT BOARD OF HEALTH
CHIEF HEALTH OFFICER SUCCESSION COMMITTEE MEETING
January 22, 2020 – 3:00 P.M.
Southern Nevada Health District, 280 S. Decatur Boulevard, Las Vegas, NV 89107
Red Rock Trail Rooms A & B

BOARD:	Scott Black – Chair, Mayor Pro Tempore, City of North Las Vegas
(Present)	Olivia Diaz – Council Member, City of Las Vegas
	Marilyn Kirkpatrick – Vice Chair, Commissioner, Clark County
	Dan Stewart – Council Member, City of Henderson
(Absent):	Frank Nemec- At-Large Member, Physician
	Tick Segerblom-Commissioner, Clark County
ALSO PRESENT:	None
(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, Michael Johnson, Joann Rupiper, Christopher Saxton, Jennifer Sizemore, Andrea Green

I. **CALL TO ORDER**
Chair Black called the Southern Nevada District Board of Health meeting to order at 3:12 p.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 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 no one, Chair Black closed this portion of the meeting.

III. **ADOPTION OF THE JANUARY 22, 2020 AGENDA** ***(for possible action)***

A motion was made by Member Kirkpatrick seconded by Member Diaz and carried unanimously to approve the January 22, 2020 Agenda as presented.

IV. **REPORT / DISCUSSION / ACTION**

A. **Approve District Health Officer Succession Committee Meeting Minutes – November 14, 2019**; direct staff accordingly or take other action as deemed necessary ***(for possible action)***

A motion was made by Member Kirkpatrick seconded by Member Diaz and carried unanimously to approve the November 14, 2019 minutes as presented.

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B. <u>Succession Planning and Recruitment of District Health Officer – Review Recruitment Activities To-Date, Receive Presentations from Potential Recruitment Agencies; and Review/Discuss/Approve</u>; direct staff accordingly or take other action as deemed necessary **(for possible action)**

Amy Hagan, Director of Human Resources, introduced the following agencies to the board:

i) Recruitment options and selection of recruitment agency;
   a. Korn Ferry Health
   b. CPS HR Consulting
   c. Enterprise Medical Recruiting

Pamela Wu and Michelle Lee, representatives from Korn Ferry Health, briefed the board on their background, firm, and services they provide.

Member Stewart arrived at 3:15 p.m.

Chair Black thanked Pamela and Michelle for their brief background history and asked Korn Ferry to share some practices that they have used to find candidates.

Michelle Lee explained the different tiers they use to partner with organizations. **(<u>Attachment 1</u>)**

Member Stewart questioned how they will receive candidates who fit the culture of the health district.

Pamela Wu informed the board how they we spend 2-3 days onsite conducting in-person meetings with the board members and the candidates. This allows them to see which candidates may fit the culture of the health district. They also provide townhalls, which will allow communities members to give their input.

Member Kirkpatrick inquired about the tier that ensures that we have the townhall meetings. She stated that she is willing to spend the money but has high expectations. She believes that we have some great candidates within our own organization that can't be overlooked but would like to see what else is out there.

Pamela Wu responded that the town hall meetings would occur in either tier two or tier three.

Member Diaz inquired about culture competencies in Korn Ferry's recruitment process.

Michelle Lee explained their proprietary assessment to the board and that it speaks to cultural competencies, and the conversations they will have with the board during this process, helps us to be sure that the candidates they present to the board have those competencies.

Andrew Nelson and Josh Jones representatives from CPS HR Consulting briefed the board on their background and firm. **(<u>Attachment 2</u>)**

Member Kirkpatrick inquired about reaching candidates outside of the public sector?

Josh Jones suggested independent research and conversations they will have with the board, and then they will target those candidates no matter public or private sector. He also mentioned how they recruited the finance manager here from the private sector.

Chair Black reopened the question of what phase did we use to recruit our finance manager?

Andrew Nelson stated that we used phase one to recruit the finance manager.

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Paul Smallwood, Enterprise Medical Recruiting – Executive Vice President briefed the board on the services he provides. **(Attachment 3)**.

Member Kirkpatrick inquired about his affiliations with the medical field.

Paul expressed how he has placed over 300 physicians and 40 health care leaders a year.

Member Diaz questioned if Paul had any experience with diversity.

Paul responded he has had limited experience.

Chair Black inquired if Paul identify any health leaders that he has placed within recent years that are within the scope of what we are looking for.

Paul responded, specific to a health officer, no, he has not placed anyone within the recent years in that type of position.

ii) Recruitment Scope, Process, and Next steps

Amy Hagan briefed the board on the recruitment process. **(Attachment 4)**.

Member Kirkpatrick inquired if everything must be online. She believes we miss opportunities to see what else is out there if we only recruit online.

Amy stated that we will do more face to face interactions through the townhalls and local groups such as: LinkedIn, Nevada Jobs, etc. She believes we can support the board with this recruitment except in phase one. She stated that we don't have a proprietary system that the agencies can provide.

iii.) Recommendation to the Full Board at the January 23, 2020 Board of Health meeting; direct staff accordingly or take other action as deemed necessary ***(for possible action)***

A motion was made by Member Diaz seconded by Chair Black to approve the recommendation to the Full Board at the January 23, 2020 Board of Health meeting. The customized package includes, townhalls, 3 candidates, cultural assessment tools, and a price point of $35,000 and the new DHO starting during the new budget. We will extend the offer to Korn Ferry, they have 10 days to respond and accept our offer, if they do not accept, we will ask CPS, if they do not accept, we will recruit ourselves.

Member Stewart believes the very most important thing to him is selecting a new leader who is concerned about the culture of the health district.

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 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 public comment.

XIII. **ADJOURNMENT**

The Chair adjourned the meeting at 4:46 p.m.

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