



## MINUTES

### SOUTHERN NEVADA DISTRICT BOARD OF HEALTH DISTRICT HEALTH OFFICER (DHO) ANNUAL REVIEW COMMITTEE MEETING

January 23, 2023 – 10:00 a.m.

Meeting was conducted via Webex Event

- MEMBERS PRESENT:** Scott Black – Chair, Council Member, City of North Las Vegas  
Marilyn Kirkpatrick – Commissioner, Clark County  
Brian Knudsen – Council Member, City of Las Vegas  
Michelle Romero, Mayor, City of Henderson
- ABSENT:** N/A
- ALSO PRESENT:** Harold Collins  
(In Audience)
- LEGAL COUNSEL:** Heather Anderson-Fintak, General Counsel
- EXECUTIVE SECRETARY:** Fermin Leguen, MD, MPH, District Health Officer
- STAFF:** Victoria Burris, Donna Buss, Andria Cordovez Mulet, Kimberly Franich, Michael Johnson, Cassius Lockett, Cortland Lohff, Kim Monahan, Veralynn Orewyler, Kyle Parkson, Chris Saxton, Randy Smith, Shylo Urzi, DJ Whitaker, Edward Wynder

#### I. CALL TO ORDER AND ROLL CALL

Chair Black called the District Health Officer (DHO) Annual Review Committee Meeting to order a 10:12 a.m. Andria Cordovez Mulet, Executive Assistant, administered the roll call and confirmed a quorum was present.

#### 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 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.

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

#### IV. ADOPTION OF THE JANUARY 23, 2023 MEETING AGENDA *(for possible action)*

*A motion was made by Member Knudsen, seconded by Member Kirkpatrick and carried unanimously to approve the January 23, 2023 Agenda as presented.*

## V. CONSENT AGENDA

1. **APPROVE MINUTES/DISTRICT HEALTH OFFICER (DHO) ANNUAL REVIEW: January 21, 2022;** direct staff accordingly or take other action as deemed necessary (*for possible action*)

*A motion was made by Chair Black, seconded by Member Knudsen and carried unanimously to approve the January 23, 2023 Consent Agenda, as presented.*

## VI. REPORT / DISCUSSION / ACTION

1. **Nomination of Chair of the District Health Officer (DHO) Annual Review Committee;** direct staff accordingly or take other action as deemed necessary (*for possible action*)

*A motion was made by Member Kirkpatrick, seconded by Member Knudsen and carried unanimously to approve/retain Scott Black as Chair of the District Health Officer (DHO) Annual Review Committee.*

2. **Receive and Discuss DHO Report of Accomplishments and Proposed Goals for Next Review Period and Approve Recommendations to the Board of Health on January 26, 2023;** direct staff accordingly or take other action as deemed necessary (*for possible action*)

In addition to the Report on District Health Officer and Division Accomplishments for 2022 and Proposed Goals, Dr. Leguen presented the significant accomplishments and next steps. Dr. Leguen summarized the following significant accomplishments:

- Health District's 60<sup>th</sup> Anniversary celebration
- SNHD received Public Health Accreditation in January 2022
- Finalized the Community Health Improvement Plan – Top 4 priorities: Access to Care, Chronic Disease, Transportation, and Public Health Funding
- 27% increase to the Environmental Health Fee Schedule, approved and implemented
- Implemented the non-bargaining class and compensation program
- Established a Congenital Syphilis Case Management Program
- New Fremont Health Center location
- Health Center successfully completed the HRSA Operational Site Visit
- Online renewal tests and certificates for Food Handler Cards
- Implemented NEOGOV as a centralized platform for recruitment and hiring
- 7,636 youth trained by the Vaping Prevention Program
- Public Health and COVID-19 Vending Machine Project implemented
- More than 783,426 COVID-19 vaccination doses administered across the County
- Immunization Program administered a total of 87,172 vaccines adult and Children regular IMMZ schedule) to 33,755 clients
- Zero findings for the FY21 SNHD Financial Audit

Dr. Leguen highlighted the following goals/next steps:

- Development and implementation of SNHD's Strategic Plan
- Implementation of the Community Health Improvement Plan
  - Top health priorities → Access to care, Chronic Diseases, Transportation, and PH funding
- Implementation of the Public Health Infrastructure Project
  - Retain, support, and sustain the public health workforce
- Public Health Laboratory expansion plan (\$10 million investment)
  - BSL-3, molecular and microbiology laboratories to support bioterrorism counter response and communicable disease surveillance
- Advocate the legislature and federal delegation for approval of sustainable public funding in NV
- Develop and implement long-term plans for COVID-19 vaccination

- Build the Behavioral Health Center at Decatur and enhance SNHD contribution to behavioral health services in the community
- Build a Dental Health Center at the Fremont Health Center
- Implement eClinicalWorks vaccine administration management system, replacing the existing state-supported platform
- Train EH staff and industry on the 2023 Food Regulations
- Develop and/or implement comprehensive media and social marketing campaigns, community outreach, social media, websites, and blogs addressing Tobacco, Vaping, the Opioid epidemic, etc.

Member Kirkpatrick thanked Dr. Leguen and his team for all their accomplishments, despite everything that happened. Member Kirkpatrick requested that Dr. Leguen and his team go out more into the community and to attend community events.

The Committee discussed financial compensation of a one-time bonus and/or salary increase.

Member Kirkpatrick requested that the Board of Health explore a nonqualified benefits package related to retirement investment at a future meeting.

Ms. Anderson-Fintak advised that Committee that Dr. Leguen's employment agreement was set to expire in February 2024. Following discussion, Dr. Leguen would entertain a two-year extension, that would expire in February 2026.

Member Romero stated that it was important to keep the District Health Officer position competitive. Further, that it was important not to lose the current talent and recognize the current efforts and accomplishments.

Member Knudsen stated that it was useful to extend the contract and establishing a practice for the future Board of Health and District Health Officer, as a standard practice on how the Health District recruits highly competent and highly effective leaders in our community.

Following discussion, the following motion was made:

*A motion was made by Chair Black, seconded by Member Kirkpatrick and carried unanimously to recommend that the Board of Health, at their meeting on January 26, 2023, (1) accept the District Health Officer and Division Accomplishments & Goals, (2) approve a 3% Cost of Living Adjustment (COLA), (3) approve a 2.5% salary increase, (4) approve a 5% one-time bonus, (5) explore a supplemental retirement investment plan, and (6) approve a two-year extension to the District Health Officer Employment Agreement, to February 24, 2026.*

- VII. 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 Chair closed this portion of the meeting.

**VIII. ADJOURNMENT**

The Chair adjourned the meeting at 11:09 a.m.

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

/acm