

MINUTES

SOUTHERN NEVADA COMMUNITY HEALTH CENTER GOVERNING BOARD MEETING

January 17, 2023 – 2:30 p.m.

Meeting was conducted In-person and via WebEx Event

Southern Nevada Health District, 280 S. Decatur Boulevard, Las Vegas, NV 89107
Red Rock Trail Rooms A and B

- MEMBERS PRESENT:** Jose L. Melendrez –Chair, Consumer Member (*In-person*)
Brian Knudsen – Consumer Member (*via Webex*)
Scott Black – Community Member, City of North Las Vegas (*via Webex*)
Erin Breen – Community Member, UNLV Vulnerable Road Users Project (*via Webex*)
Donna Feliz-Barrow – Consumer Member (*In-person*)
Father Rafael Pereira – Community Member, All Saints Episcopal Church (*In-person*)
Luz Castro – Consumer Member (*via Webex*)
Timothy Burch – Second Vice-Chair, Community Member, Clark County (*via Webex*)
Lucille Scott – Consumer Member (*In-person*)
- ABSENT:** April Allen-Carter – Consumer Member
Gary Costa – Community Member, Golden Rainbow
- ALSO PRESENT:**
- LEGAL COUNSEL:** Heather Anderson-Fintak, General Counsel
- EXECUTIVE DIRECTOR:** Fermin Leguen, MD, MPH, District Health Officer (*absent*)
- STAFF:** Tawana Bellamy, Andria Cordovez Mulet, Cassius Lockett, Randy Smith, Cassondra Major, Edward Wynder, Kimberly Monahan, Donnie Whitaker, Maria Arganoza-Priess, Leo Vega

I. **CALL TO ORDER and ROLL CALL**

The Chair called the Southern Nevada Community Health Center (SNCHC) Governing Board Meeting to order at 2:33 p.m. Tawana Bellamy, Administrative Secretary, administered the roll call and confirmed a quorum.

II. **PLEDGE OF ALLEGIANCE**

III. **OATH OF OFFICE**

- **Members** – Tim Burch
- **Officer** – Tim Burch (Second Vice-Chair)

The Oath of Office was administered to member Tim Burch by Tawana Bellamy, Administrative Secretary.

- #### IV. **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 the First Public Comment portion.

V. ADOPTION OF THE JANUARY 17, 2023 MEETING AGENDA *(for possible action)*

A motion was made by Member Feliz-Barrows, seconded by Member Father Rafael, and carried unanimously to approve the January 17, 2023 Agenda, as presented.

VI. CONSENT AGENDA: Items for action to be considered by the Southern Nevada Community Health Center Governing Board 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 – Southern Nevada Community Health Center Governing Board Meeting:**
December 1, 2022 *(for possible action)*
- 2. Approve Credentialing and Privileging for Providers;** direct staff accordingly or take other action as deemed necessary *(for possible action)* *(Chris Elaine Mariano, Dr. Cortland Lohff and Dr. Alireza Farabi)*

A motion was made by Member Feliz-Barrows, seconded by Member Father Rafael, and carried unanimously to approve the Consent Agenda, as presented

VII. REPORT / DISCUSSION / ACTION

- 1. Review and Approve the 2022 YTD November Financial Report;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

Donnie (DJ) Whitaker, Chief Financial Officer presented the November 2022 YTD Financial Report. Ms. Whitaker informed the Board that Mark Pasek has left Health District and a new analyst will be trained to present the reports. Ms. Whitaker advised the FQHC Division November 2022 Budget Revenue was a little over \$9M. The Net Operating Budget was \$333K and the Net Operating Actual was \$154K. Ms. Whitaker reported the net operating position is cumulative and there is a timing difference in the data, depending on when the special revenue funds were processed. If the month ends November 30, the reporting to account for those funds is in December. Ms. Whitaker briefly reviewed the FQHC Programs YTD Budgets and Actuals.

Member Father Rafael inquired about the lack of detail in the financial report. Member Father Rafael commented that this is an area that needs improvement. Chair Melendrez acknowledged Member Father Rafael's comments. Chair Melendrez commented that one way to help this is to make sure our sub-committees are active and members in the sub-committees are doing their part. Dr. Leguen advised the Health District is going through some challenges in the finance department, especially with the analysis of the financial data. Dr. Leguen commented that the last report given to the board was detailed and the analyst who prepared the report left the company. Dr. Leguen shared that Ms. Whitaker and her team are working to address the issue. Dr. Leguen advised that the Finance Department is also in the process to finalize the audit and the budget augmentation for the entire organization, which takes a lot of time and energy. Member Feliz-Barrows made a motion to postpone the approval of the November Financial Report to give the Finance Department time to present a more detailed report.

Ms. Anderson-Fintak, General Counsel advised the board that Ms. Whitaker was promoted to Chief Financial Officer. Chair Melendrez and other board members congratulated Ms. Whitaker.

A motion was made by Member Feliz-Barrows, seconded by Member Father Rafael, and carried unanimously to postpone the approval of the November 2022 YTD Financial Report until the next scheduled meeting.

- 2. Review and Approve the FTCA Initial Deeming Application;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

Randy Smith, FQHC Operations Officer presented the Federal Tort Claims Act (FTCA) Initial Deeming Application. Mr. Smith advised that the FTCA is a benefit that provides medical malpractice insurance, resources, protection and coverage to the Health Center. Approval is needed by the board whenever the Health Center submits an application. Sometimes the timing for board approval does not always align with some actions the Health Center needs to make. The FTCA process is based on a calendar year, and it was due for submission by December 31. Mr. Smith advised the application was submitted in December. Mr. Smith further advised that HRSA has already provided some feedback on the application. Three (3) areas needing improvement include the Risk Management Plan, Credentialing and Privileging and Claims Management. Mr. Smith commented that he will bring the application back to the board for approval in the next two to three months to resubmit with the feedback provided by HRSA. Mr. Smith advised that board approval was needed for the application submitted in December.

Member Feliz-Barrows inquired if this was insurance for the doctors. Ms. Anderson-Fintak advised it is not insurance. It replaces the medical malpractice insurance. It allows the government to act on our behalf. If someone sues the District for medical malpractice., they would essentially be suing the federal government. The federal government then provides us with the representation and pays any claims. Ms. Anderson-Fintak commented the Health District pays a little over \$90K in medical malpractice for the entire District, not just for FQHC. It is for all our providers. FTCA Deeming would allow the Health District to pay less in insurance and ensures we are doing everything possible to minimize the chance of having a claim against us. Ms. Anderson-Fintak further commented that the District has not had any medical malpractice claims and the District does a really great job to provide care.

A motion was made by Member Feliz-Barrows, seconded by Member Father Rafael, and carried unanimously to approve FTCA Initial Deeming Application, as presented.

3. Discuss and Approve the Southern Nevada Community Health Center First Vice-Chair Officer Appointment; direct staff accordingly or take other action as deemed necessary (*for possible action*)

Mr. Smith reminded the Board of previous discussions regarding the appointment of existing board members and officer roles. The direction of the Nominations Committee was to see if a new board member would have the ability and interest to serve as First Vice-Chair. Mr. Smith advised that Donna Feliz-Barrows had expressed an interest in filling the role. Mr. Smith recommended Member Feliz-Barrows to the board for consideration to fill the First Vice-Chair role.

Chair Melendrez inquired if any other board member was interested in serving and First Vice-Chair. There were no further recommendations. Chair Melendrez nominated Member Feliz-Barrows as First Vice-Chair, Father Rafael, Seconded

A motion was made by Chair Melendrez, seconded by Member Father Rafael, and carried unanimously to approve the nomination of Donna Feliz-Barrows to serve as the Southern Nevada Community Health Center First Vice-Chair, as presented.

4. Review and Discuss the Committee Assignments; direct staff accordingly or take other action as deemed necessary (*for possible action*)

Mr. Smith presented the current committee assignments and advised that this is a new year with new board members, and it is time for the committees to come back together. It is also the responsibility of each board members to participate on a committee. Ms. Bellamy will send communication to the board providing members an opportunity to select the committees they are interested in serving on. Each member must serve on at least one committee, however, are welcomed to serve on more than one.

Mr. Smith proposed to establish a Strategic Planning Committee. Strategic Planning and the approval of a strategic plan is a HRSA requirement that necessitates board involvement. Mr. Smith commented we are looking forward to the next HRSA funding period and the need to put together a competitive application, which would include a comprehensive needs assessment. Usually, the needs assessment and strategic plan go together. Mr. Smith provided information about how often the Strategic Planning Committee would meet.

Chair Melendrez commented that each board member must serve on one committee with the option to serve on multiple. Mr. Smith confirmed Chair Melendrez's comment. Member Feliz-Barrows inquired about descriptions and duties of each committee. Mr. Smith commented that he is not aware of a description for each committee. He is accustomed to having charters that provided two to three sentences to explain the responsibilities and list some activities. Mr. Smith further commented that the board can establish charters if they want to. Member Feliz-Barrows inquired about the Executive Committee and what that committee is responsible for. Ms. Anderson-Fintak advised that the Executive Committee is about the leadership and appointment of leadership of the board. Member Father Rafael inquired if there is minimum number of members required on each committee. Mr. Smith commented there should be at least two or three members on each committee to be able to have a variety of experiences and insights. Mr. Smith advised the board that he and Ms. Bellamy will send a one-page interest form and a description of the committees to the board.

Chair Melendrez call for any questions or additional comments from board members. Member Breen inquired about an invitation to be on the Strategic Planning committee. Mr. Smith commented that the Board must establish the Strategic Planning Committee first. Chair Melendrez inquired if the Board can establish the Strategic Planning Committee now. Mr. Smith inquired to Ms. Anderson-Fintak if the Board could approve the Strategic Planning Committee now. Ms. Anderson-Fintak commented yes and asked Mr. Smith to provide the board with description of what the Strategic Planning Committee will be responsible for. Mr. Smith advised the group would come together and participate in the creation of the strategic plan, which would include looking at needs assessment and hearing from staff, then using their expertise to make recommendations about data that we may have available. Once the Board establish a plan, they would meet twice a year to look at the programs and adjust as needed. Member Father Rafael agreed and thought that goes along with the finances, even to set up the budget and review it, more often the better to keep track of how we are doing.

Member Scott commented that there was at one time a list that contained a description of each committee. Mr. Smith commented that it is in the by-laws and Ms. Bellamy will include it with the committee interest form

A motion was made by Chair Melendrez, seconded by Member Feliz-Barrows, and carried unanimously to establish a new Strategic Planning Committee that will operate based on Board Member representation and supported by staff, as presented.

Chair Melendrez summarized the next steps that Mr. Smith stated. Mr. Smith and Ms. Bellamy will send information to the Board regarding the current committees and the new Strategic Planning Committee with a description for each one from the by-laws, find a meeting date that works for each committee, review and or develop or update the committee charters to ensure they are in alignment with the Health District.

5. Highlights from the 2022 November and December Operational Reports; direct staff accordingly or take other action as deemed necessary (*for possible action*)

Mr. Smith presented some highlights from the 2022 November and December Operational Reports.

- Total unduplicated patient count for 2022 was 6,048
- Total number of visits for 2022 was 14,820

Member Father Rafael inquired if the totals are for calendar or fiscal year. Mr. Smith advised they are for calendar year, January through December.

Uniform Data System (UDS) Report

- All FQHCs across the country working on a comprehensive report and it is completed by annually. The report will include:
 - Patient Demographics
 - Types of services patients receive
 - Clinical Performance
 - Finances
 - Workforce
- First report due mid-February.
- Second validation due in March.
- In the summer clinic performance measure data will be shared with the board.

PPS Wrap Reimbursement

- PPS rate is the rate that FQHC are paid at for the Medicaid and Medicare clients.
- The revenue we are entitled to is current through November 2022
 - \$320k in payments received
 - \$390k in payment received for CY21
 - Big thanks to Donna Buss, Revenue Cycle Manager and her team.

Mr. Smith introduced Dr. Maria Priess as the new Medical Director. She started on January 3, 2023. Mr. Smith shared he is pleased to have her on the team and noted she has already made a wonderful connection with the leadership team and staff. Mr. Smith further commented that with her personality and disposition as well as her experience, it is going to take the Health Center to where it needs to be. Dr. Priess provided a brief introduction about herself, and she looks forward to working with the board.

No action required.

- 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)***

There were none.

IX. EXECUTIVE DIRECTOR & STAFF REPORTS (Information Only)

1. Executive Director Comments

Dr. Leguen advised the Health Center is excited to have Dr. Priess join our team. Dr. Leguen advised that in order to grow the Health Center, we need to have more physicians on our team. Another physician will join the team in March 2023. Dr. Leguen advised that the Health Center is working on the buildout of the behavioral health center at the Decatur location. We plan to start constructions in the next few months. Dr. Leguen advised that a dental health center will be built at the Fremont location. Dr. Leguen inquired that Mr. Smith provide an update. Mr. Smith advised that Fremont has space dedicated for a dental operatory. Mr. Smith shared he met with Henry Schein, a nationwide dental company group, to begin that process. Mr. Smith advised that Henry Schein will provide a schematic of a dental operatory for the space dedicated at Fremont. Mr. Smith advised that the earliest the build out will likely begin is summer of 2023. Mr. Smith advised he has had conversations with the UNLV School of Dentistry for staffing needs.

2. COVID-19 Pandemic and RSV Update

Dr. Cassius Lockett, Director of Disease Surveillance and Control advised that the COVID-19 positivity rate was high, and new cases was low. Dr. Lockett advised that with the high community transmission, the present test positivity rate have become unreliable because of the use of home test kits. As of January 13th, the transmission rate was moderate. Dr. Lockett advised COVID-19 in the community, but

it is going down significantly and testing for COVID-19 was low. New hospital admissions for COVID-19 were low and trending down. The Emergency Department visits that predict hospitalizations in the future is also trending down. Dr. Lockett advised the early warning system has been reliable and we should continue to see hospitalizations go down. The inpatient beds used by COVID-19 patients was low. As of January 11th, there was 595,385 COVID-19 case reported, however the number of recent cases reported since Omicron in January 2021 is under due the use on COVID-19 home test kits, because they are not reportable. Dr. Lockett advised the Health District has 31 in house contact tracers to support any outbreaks and high-risk areas. There are 100 contracted contact tracers doing contact tracing until March 2023.

Dr. Lockett advised that there were 1,100 RSV cases in October 2022 and over 2,200 RSV cases in November 2022. Dr. Lockett advised from 2021 to 2022, the overall RSV case count by age group increased beginning in October 2022. The highest increase was in November 2022 among children under 5 years old. There were no RSV reported death. Dr. Lockett advised the pediatric RSV hospitalizations in Clark County peaked in the middle of November 2022 then declined. The surge inundated the healthcare system. Dr. Lockett advised that RSV and flu started to decline in December 2022. Case rates for COVID-19 are declining and hospitalizations and deaths are down to historic lows. Dr. Lockett advised that due to highly transmissible variants in Clark County, everyone needs to remain vigilant.

Chair Melendrez thanked Dr. Lockett for the report. Chair Melendrez inquired about the new COVID-19 variant and if the current boosters are effective. Dr. Lockett advised that the science is still evolving. Some studies show the boosters offer some protection against variant BQ.1 and BQ.11. Member Father Rafael inquired if there is still a need to enforce or promote vaccination and boosters to the community. Dr. Lockett advise that we continue to recommend the community get vaccinated or get the booster. Dr. Leguen commented that we encourage but do not mandate the community to get vaccinated.

There were no further comments.

X. INFORMATIONAL ITEMS

1. Community Health Center (FQHC) 2022 November Operations Reports
2. Community Health Center (FQHC) 2022 December Operations Reports

Member Father Rafael inquired about support from the Health Center for refugees to include clothing, food and health. Dr. Leguen commented that there will be a meeting scheduled with Catholic Charities representatives and the purpose is to discuss our collaboration. Also, to see what we can do for the refugees in the community not only through clinical services offered through the Health Center, but also explore collaborations in terms of donations. Member Father Rafael advised that he available to help.

- XI. 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 the Second Public Comment portion.

XIII. ADJOURNMENT

The Chair adjourned the meeting at 3:48 p.m.

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

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