



## MINUTES

**Southern Nevada District Board of Health Meeting  
Finance Committee Meeting  
March 12, 2018 - 10:30 a.m.  
Southern Nevada Health District, 280 S. Decatur Blvd., Las Vegas, Nevada 89107  
Lake Mead Trail Conference Room**

**Members Present** Scott Nielson, Chair – At-Large Member, Gaming  
Douglas Dobyne – At-Large Member, Regulated Business/Industry  
Marilyn Kirkpatrick – Commissioner, Clark County

**Members Absent** Bob Coffin – Councilmember, City of Las Vegas  
Frank Nemeec – At-Large Member, Physician

**ALSO PRESENT:  
(In Audience)**

**LEGAL COUNSEL:** Annette Bradley, Legal Counsel

**EXECUTIVE SECRETARY:** Joseph Iser, MD, DrPH, MSc, Chief Health Officer

**STAFF:** Emmy Lou Garcia, Andy Glass, Michael Johnson, Fermin Leguen, Sharon McCoy-Huber, Edie Mattox, Michelle Nath, Jacqueline Reszetar, Kristina Russell, Janet Webster, Jacqueline Wells

**I. CALL TO ORDER**

Chair Nielson called the Southern Nevada District Board of Health Finance Committee meeting to order at 10:33 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 MARCH 12, 2018 AGENDA (for possible action)**

*A motion was made by Member Kirkpatrick seconded by Member Dobyne and unanimously carried to adopt the March 12, 2018 Finance Committee Agenda as presented.*

**IV. Report/Discussion/Action:**

1. [Approve Finance Committee Meeting Minutes – November 30, 2017 \(for possible action\)](#)

*A motion was made by Member Dobyne seconded by Member Kirkpatrick and unanimously carried to adopt the minutes of the November 30, 2017 Finance Committee meeting minutes as presented.*

2. **Discuss and Approve Staff Follow-Up Regarding Audit Findings**; direct staff accordingly or take other action as deemed necessary (*for possible action*)

Andy Glass, Director of Administration, reported the District reached out to the City of Henderson to do a cursory review of the District's Finance program. Results provided a pathway for management's plan to make quality improvements in this area. ([Attachment 1](#)) Mr. Glass noted process in Finance have been done accurately and on time since September 2017. Sharon McCoy-Huber, Financial Services Manager, discussed the audit responses and proposed letter to the Department of Taxation. ([Attachment 2](#))

*A motion was made by Member Dobyne seconded by Member Kirkpatrick and unanimously carried to recommend that the Board accepts the audit responses.*

3. **Review/Discuss and Accept/Approve Updated Cost Allocation Study**; direct staff accordingly or take other action as deemed necessary (*for possible action*)

Janet Webster, Accounting Supervisor, presented the updated Cost Allocation Study. ([Attachment 3](#)) The sub-committee requested a breakdown of the overhead multiplier used to determine cost allocation. Member Kirkpatrick will provide the spreadsheet used by Clark County for the District to emulate. Ms. McCoy-Huber will update accordingly and provide to the sub-committee via email. If required, an additional Finance Committee meeting will be scheduled.

*There was no action taken on this item.*

4. **Receive/Discuss and Accept FY2018 – FY2019 Budget**; direct staff accordingly or take other action as deemed necessary (*for possible action*)

Ms. McCoy-Huber presented the FY2018-FY2019 budget. ([Attachment 4](#))

*A motion was made by Member Dobyne seconded by Member Kirkpatrick and unanimously carried to recommend approval of the FY2018 – FY2019 Budget to the full Board.*

5. **Review/Discuss and Accept Three Year Projection**; direct staff accordingly or take other action as deemed necessary (*for possible action*)

Ms. McCoy-Huber presented the Three Year Projection. ([Attachment 5](#))

*A motion was made by Member Dobyne seconded by Member Kirkpatrick and unanimously carried to accept the Three Year Projection and recommend acceptance to the full Board.*

6. **Discuss and Approve Recommendations to the Southern Nevada District Board of Health on March 22, 2018**; direct staff accordingly or take other action as deemed necessary (*for possible action*)

*There was no action taken on this item (recommendations above).*

- 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, is concerned about the Grant Writer position as the former Grant writer was a union eligible position and unless working conditions change, unfortunately, the District will not be able to keep a Grant Writer. Ms. Harding is not happy with the fact that currently this position is under contract and she will likely have a conversation with Amy Martin, Human Resources Administrator, about that, as this is the first she has heard of it. She noted that Dr. Iser said during this meeting that grant training is always approved and this is not true. Many discussions have occurred in joint labor/management meetings about the fact that managers slate how many people they want trained in their respective grant budgets and it is not being approved for all. There is document that has to be signed by all for travel that has gone through joint labor/management a few times over the last year to add additional signatures. There is now a series of six individual that sign off on any employee's travel and this is inhibiting the ability of people to travel and get the training they want and this is brought forward by management.

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

**XI. ADJOURNMENT**

*The Chair adjourned the meeting at 12:30 p.m.*

Joseph P. Iser, MD, DrPH, MSc  
Chief Health Officer/Executive Secretary

/jw