



## MINUTES

### **Southern Nevada Community Health Center Finance & Audit Committee Meeting**

**September 21, 2021 – 11:00 a.m.**

#### **Meeting was conducted via Webex Event**

**BOARD:** Scott Black – Chair, Mayor Pro Tempore, City of North Las Vegas – (Webex)  
**(Present)** Scott Garrett – Manager, POP Vegas Cultural Museum – (Webex - Call-in User 1)  
Father Rafael – All Saints Episcopal Church – (Webex)

**(Absent):** None

**ALSO PRESENT:** Dr. Kathleen Peterson (Webex – Call-in User 3)  
**(In Webex Audience)**

**LEGAL COUNSEL:** Heather Anderson - Fintak, Esq

#### **EXECUTIVE SECRETARY:**

**STAFF:** Karen White, David Kahananui, Christi Kindel, Ibeth Bojorquez, Andria Cordovez – Mulet, Andrea Green

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

Chair Black called the Southern Nevada Community Health Center Finance & Audit Committee Meeting to order at 11:00 a.m. Andrea Green, Executive Administrative Secretary, conducted a roll call and confirmed that a quorum was present.

#### **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. 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.

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

#### **IV. ADOPTION OF THE SEPTEMBER 21, 2021 AGENDA (for possible action)**

*A motion was made by Member Pereira, seconded by Chair Black, and carried unanimously to approve the September 21, 2021 Agenda as presented.*

**V. REPORT / DISCUSSION / ACTION:**

1. **Approve Finance & Audit Committee Meeting Minutes – June 22, 2021;** direct staff accordingly or take other action as deemed necessary **(for possible action)**

*A motion was made by Member Garrett, seconded by Chair Black, and carried unanimously to approve the June 22, 2021 minutes as presented.*

2. **Review, Discuss and Accept August Financial Report;** direct staff accordingly or take other action as deemed necessary **(for possible action)**

Karen White, Chief Financial Officer, presented the August Financial Report. ([Attachment 1](#))

Ms. White discussed our scope of project including forms 5A, 5B, and 5C. A zip code analysis was presented for review. A map showing our current Form 5B zip codes and actual zip codes our patients reside according to the calendar year 2020 zip code table. Additional zip codes will need to be added to Form 5B. The actual services sites on Form 5B was discussed along with the proposed temporary site that will be need to be added.

The Ryan White and 330 HRSA non- competing budgets were presented for review. Member Pereira inquired about the other support and where that is coming from. Ms. White responded that is supported by smaller grants that support the Community Health Center and support from the Health District

Member Garrett inquired about the construction of a budget proposal for a grant regarding emergency housing. Ms. White explained the process would be, the Health Center would need to add this service to the scope of projects and receive permission from the Health Resources and Services Administration. It's not common for Health Center's to have housing projects, some do, but they must find funding and get approval.

Member Pereira inquired why the total revenue is the same amount of the total expenses. Ms. White explained that this budget is only for the Health Resources and Services Administration funds. The Health Center received grant funds from the Health Resources and Services Administration, so this is a subset of the budget that the Health Center uses every month. This budget starts February 2022 through January 2023. A requirement for this budget is that the revenue must match the expenses and cannot show any profit or variance.

*A motion was made by Member Pereira, seconded by Member Garrett, and carried unanimously to accept the August Financial Report.*

3. **Discuss and Approve Recommendations to the Southern Nevada Community Health Center Board on September 23, 2021**

*A motion was made by Chair Black, seconded by Member Garrett, and carried unanimously to approve the recommendations to the Southern Nevada Community Health Center Governing Board on September 23, 2021, the changes to the 5B, the applications for the Ryan White for \$150,000 and Non- competing Continuation Grant of \$650,000, and August Financial Report.*

- VI. 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 Chairman or the Board by majority vote.

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

**VII. ADJOURNMENT**

Chair Black adjourned the meeting at 11:22 a.m.

Fermin Leguen, MD, MPH

District Health Officer/Executive Secretary/FQHC Executive Director

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