



MINUTES

SOUTHERN NEVADA COMMUNITY HEALTH CENTER FINANCE & AUDIT COMMITTEE MEETING

January 25, 2022 – 11:00 a.m.

Meeting was conducted via Webex Event

- MEMBERS PRESENT:** Scott Black – Chair, Community Member, City of North Las Vegas
Scott Garrett – Consumer Member (*Call-in User 5*)
Father Rafael Pereira – Community Member, All Saints Episcopal Church
- ABSENT:** None
- ALSO PRESENT:** None
(In Audience)
- LEGAL COUNSEL:** Heather Anderson-Fintak, General Counsel
- EXECUTIVE SECRETARY:** Fermin Leguen, MD, MPH, District Health Officer
- STAFF:** Andria Cordovez Mulet, Jennifer Fennema, David Kahananui, Cassius Locket, Karen White

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

The Chair called the Southern Nevada Community Health Center Finance & Audit Committee Meeting to order at 11:01 a.m. Andria Cordovez Mulet, Executive Assistant, administered the roll call and confirmed a quorum.

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 the First Public Comment portion.

IV. **ADOPTION OF THE JANUARY 25, 2022 MEETING AGENDA (for possible action)**

A motion was made by Father Rafael, seconded by Chair Black, and carried unanimously to approve the January 25, 2022 Agenda, as presented.

V. **REPORT / DISCUSSION / ACTION**

1. **Approve Finance & Audit Committee Meeting Minutes – November 16, 2021:** direct staff accordingly or take other action as deemed necessary (*for possible action*)

A motion was made by Father Rafael, seconded by Chair Black, and carried unanimously to approve the November 16, 2021 Finance & Audit Committee Minutes, as presented.

2. **Receive and Discuss December Financial Report and Approve Recommendations to the Southern Nevada Community Health Center Governing Board on January 27, 2022;** direct staff accordingly or take other action as deemed necessary (*for possible action*)

Ms. White, Chief Financial Officer, provided the December Financial Report. ([Attachment #1](#)) Ms. White advised that, as of February 1, 2022, all the billing will be in-house, the FQHC site visit has been tentatively scheduled for June 28 through 30, 2022, the Uniform Data System Report is due February 15, 2022 and the single audit will be presented at the February Board of Health meeting.

Chair Black applauded the work of Ms. White and her team for completing the process to in-house billing. Father Rafael echoed the applause. Chair Black further requested an update in 6-months, including a brief background on the thought process to bring the billing in-house, with data that outlines any notes efficiencies and benefits from having in-house billing.

Ms. White outlined the Combined General and Special Revenue Funds and advised that the YTD Actuals and Grants were higher than the Budget, with Expenses lower, except for Other Expenses. Ms. White advised that overall, the Health Center was operating closer to the Budget than in previous years.

Ms. White proceeded with the specifics of the General Funds, advising that the Charges for Services was higher than anticipated. Ms. White further advised that the COVID-19 testing and vaccine was billed through the Optum Network. Optum Network stopped accepting claims in November 2021 due to a backlog, however they have begun accepting claims.

Member Garrett joined the meeting at 11:18 a.m.

Ms. White then proceeded with the specifics of the Special Revenue Funds (Grants) and advised that the YTD Budget was \$2M, however the YTD Actual was \$3.1M, which is related to receiving additional grant funds. Ms. White advised that as the YTD Actuals was higher than the YTD Budget a Budget Augmentation was required.

Father Rafael requested a breakdown of the Other Expenses at a future meeting.

Dr. Leguen advised that the cost of hiring the employees for the in-house billing is a savings compared to the 5% that was paid to the billing company. In addition, there is the benefit of having the billing in-house allows Finance to provide direct feedback to clinicians regarding billing.

A motion was made by Chair Black, seconded by Member Garrett, and carried unanimously to accept the December Financial Report, as presented, and recommend approval to the Southern Nevada Community Health Center Governing Board on January 27, 2022.

- 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 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 11:33 a.m.

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

/acm