



MINUTES

SOUTHERN NEVADA COMMUNITY HEALTH CENTER GOVERNING BOARD MEETING

January 27, 2022 – 2:00 p.m.

Meeting was conducted via Webex Event

MEMBERS PRESENT:

Brian Knudsen – Chair, Consumer Member
Jose L. Melendrez – First Vice-Chair, Consumer Member
Timothy Burch – Second Vice-Chair, Community Member, Clark County
Erin Breen – Community Member, UNLV Vulnerable Road Users Project
Gary Costa – Community Member, Golden Rainbow
Father Rafael Pereira – Community Member, All Saints Episcopal Church
Duprice Scruggs – Consumer Member

ABSENT:

Scott Black – Community Member, City of North Las Vegas
Scott Garrett – Consumer Member
Lucille Scott – Consumer Member
Aquilla Todd – Consumer Member

ALSO PRESENT:

Matt Robinson

(In Audience)

LEGAL COUNSEL:

Heather Anderson-Fintak, General Counsel

EXECUTIVE SECRETARY:

Fermin Leguen, MD, MPH, District Health Officer

STAFF:

Cory Burgess, Andria Cordovez Mulet, Michael Johnson, David Kahananui, Theresa Ladd, Cassius Lockett, Cortland Lohff, Kyle Parkson, Ronique Tatum-Penegar, Karen White

I. CALL TO ORDER and ROLL CALL

The Chair called the Southern Nevada Community Health Center Governing Board Meeting to order at 2:03 p.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 27, 2022 MEETING AGENDA (for possible action)

A motion was made by First Vice-Chair Melendrez, seconded by Member Breen and carried unanimously to approve the January 27, 2022 Agenda, as presented.

V. **CONSENT AGENDA:** Items for action to be considered by the Southern Nevada District Board of Health 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/COMMUNITY HEALTH CENTER GOVERNING BOARD MEETING:**
December 2, 2021 *(for possible action)*

A motion was made by First Vice-Chair Melendrez, seconded by Member Breen and carried unanimously to approve the January 27, 2022 Consent Agenda, as presented.

VI. **REPORT / DISCUSSION / ACTION**

1. **Receive and Discuss December Financial Report and Approve Recommendations from January 25, 2022 Finance & Audit Committee:** 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 Governing Board meeting.

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 the Special Revenue Funds (Grants) YTD Actuals were higher than the YTD Budget due to receiving additional grant funds, therefore, a Budget Augmentation was required.

A motion was made by Chair Knudsen, seconded by First Vice-Chair Melendrez, and carried unanimously to accept the recommendation from the Finance & Audit Committee and approve the December Financial Report, as presented.

Father Rafael raised that billing has been moved in-house and commended Ms. White and the Finance Team for their efforts and believes that this will result in an improvement in billing.

2. **Receive and Discuss Quality & Risk Management Report and Approve Recommendations from the January 26, 2022 Quality, Credentialing & Risk Management Committee:** direct staff accordingly or take other action as deemed necessary *(for possible action)*

David Kahananui, Senior FQHC Manager, presented the Quality and Risk Management Activities Report. ([Attachment #2](#)) Regarding the Health Center's COVID-19 efforts, Mr. Kahananui advised that, in 2021, 47,019 tests were conducted, and through September, November and December 2021 the average positivity rate was 21.35%. Mr. Kahananui proceeded to outline the COVID-19 positive/negative results by Race and Ethnicity and Age Group and advised that the Hispanic population continues to be number one in COVID-19 testing and positivity. Mr. Kahananui advised that, in 2021, the Health Center administered 33,920 doses, with a recent influx in the 5-11 years ago group, particularly after school. Ms. Kahananui outlined that the Health Center received 1,225 patient satisfaction surveys, with the survey being available in both English and Spanish. It was noted that ease of scheduling an appointment required attention and staff will be looking into the process. Mr. Kahananui advised that, in 2021, the Health Center had 1,371 telehealth patient visits and 23,611 in-person visits. Mr. Kahananui advised that the Health Center continues to develop the telehealth services with the use of mobile clinics. Further, there were no significant adverse events, with one complaint that was resolved.

Mr. Kahananui presented the CHC Managed Care Credentialing Process Report. ([Attachment #3](#)) Mr. Kahananui outlined the Medicare and Commercial insurance providers and highlighted that in

January 2021 the Health Center was contracted with only five insurance providers, compared to January 2022 with the Health Center contracted with 19 insurance providers. Mr. Kahananui commended Karen White, Chief Financial Officer, and Donna Buss, Revenue Cycle Manager, for their efforts with credentialing and supporting the Health Center.

A motion was made by First Vice-Chair Melendrez, seconded by Member Costa, and carried unanimously to approve the accept the recommendation from the Quality, Credentialing & Risk Management Committee and approve the Quality & Risk Management Report and CHC Managed Care Credentialing Process Report, as presented.

3. Receive, Discuss and Approve December Operational Report; direct staff accordingly or take other action as deemed necessary (for possible action)

Mr. Kahananui presented the December Operational Report. ([Attachment #4](#)) Mr. Kahananui advised that the Health Center's noncompeting continuation for the designation of a Federally Qualified Health Center was approved. The Health Center conducted 9,953 visits by HRSA's definition in 2021, which didn't include nurse visits, immunization visits, COVID testing nor vaccinations. In 2021, there were 23,611 overall visits to the Health Center. Mr. Kahananui outlined that the Health Center, in 2021, had a 54.46% conversation rate of patients referred to eligibility assistance. Mr. Kahananui advised that eligibility assistance was a priority for the Health Center. With respect to COVID-19, Mr. Kahananui outlined that, in 2021, the Health Center administered 33,920 doses of vaccine and conducted 47,019 tests. The Health Center recently distributed 4,000 face masks and 2,265 at-home rapid tests to community partners. Mr. Kahananui continued with an update on funding opportunities, behavioral health, accepted insurance and marketing efforts.

Chair Knudsen inquired whether it was appropriate for the Health Center to provide to the City of Las Vegas and the Las Vegas Metropolitan Police Department a description of services that could be provided to individuals that they encounter to make referrals to the Health Center at the site of crisis.

Father Rafael raised the need for additional marketing for the services of the Health Center, particularly within the Latino community. First Vice-Chair Melendrez supported the need for additional marketing but inquired whether the Health Center was equipped to handle additional patients. Mr. Kahananui advised that the Health Center was slightly short staffed, however it is not beyond the Health Center's capacity to address an influx of patients. First Vice-Chair Melendrez and Father Rafael both indicated that it would be beneficial to start preparing additional marketing materials.

Dr. Leguen agreed that there was an issue with staffing at the Health Center, due to a need to fill certain positions and to prioritize staffing of the COVID-19 clinic. Dr. Leguen further advised that the Ryan White clinic has also been adversely affected, however services are in the process of being restored. Dr. Leguen further advised that the new location on Fremont Street is expected to be functional by May 2021, which will be larger for the Health Center operations, than currently at the main facility.

Second Vice-Chair Burch advised that Clark County has been hiring and training 15 social workers to work with the Las Vegas Metropolitan Police Department on mental health response, that will work with individuals at the Clark County Detention Center and the motels that were used for non-congregate shelters. Second Vice-Chair Burch requested to meet with staff to explore a partnership with the Health Center. Dr. Leguen directed Mr. Kahananui to follow-up with Second Vice-Chair Burch.

A motion was made by Chair Knudsen, seconded by Father Rafael, and carried unanimously to accept the December Operational Report, as presented.

- VII. 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)***

Chair Knudsen advised the Governing Board that the Southern Nevada District Board of Health at their meeting in the morning concluded their evaluation of Dr. Leguen as the District Health Officer and expressed their support of his leadership and his work with community partners.

VIII. EXECUTIVE DIRECTOR & STAFF REPORTS (Information Only)

- Executive Director Comments

Dr. Leguen advised that earlier in the week, the Health Center received 120 courses of the antiviral medication, Paxlovid, for individuals that have been tested positive for COVID-19. Paxlovid has been found to be very effective in decreasing severity of symptoms and possible death.

Dr. Leguen emphasized the critical nature of the HRSA On-site Visit, which is tentatively scheduled for the last week of June. Dr. Leguen advised that it was imperative for the Governing Board members to be available for any meetings requested by the evaluation team.

Dr. Leguen advised that the Health Center was actively trying to hire an additional 2-3 physicians, due to the expansion of the Health Center, the ability to offer more services to the community, and the ability to apply for additional funding grants from HRSA and other federal agencies.

First Vice-Chair Melendrez requested, in preparation of the HRSA On-site Visit, a fact sheet highlighting accomplishments of the Health Center. Ms. White advised that she was meeting with the preparation team to address the 18 program requirements. Further, Ms. White advised she will start bringing policies to the Governing Board in February and will provide some training for the Governing Board members on what to expect during the On-site Visit, the role of the Governing Board members, and possible questions that may be asked to ensure that the Governing Board members are fully prepared.

- IX. 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 2:55 p.m.

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

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