



MINUTES

SOUTHERN NEVADA COMMUNITY HEALTH CENTER FINANCE & AUDIT COMMITTEE MEETING

March 22, 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 3*)
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, David Kahananui, Cassius Locket, Kyle Parkson, Richard Hazeltine, Karen White, Edward Wynder

I. CALL TO ORDER and ROLL CALL

The Chair called the Southern Nevada Community Health Center Finance & Audit Committee Meeting to order at 11:02 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 MARCH 22, 2022 MEETING AGENDA (for possible action)

A motion was made by Member Garrett, seconded by Father Rafael, and carried unanimously to approve the March 22, 2022 Agenda, as presented.

V. REPORT / DISCUSSION / ACTION

1. **Approve Finance & Audit Committee Meeting Minutes – February 22, 2022:** direct staff accordingly or take other action as deemed necessary (*for possible action*)

A motion was made by Member Garrett, seconded by Father Rafael, and carried unanimously to approve the February 22, 2022 Finance & Audit Committee Minutes, as presented.

2. **Receive, Discuss and Accept the Southern Nevada Community Health Center FY23 Budget and Approve Recommendation to the Southern Nevada Community Health Center Governing Board on March 24, 2022;** direct staff accordingly or take other action as deemed necessary (*for possible action*)

Karen White, Chief Financial Officer, provided an overview of the FY23 Budget, with the following highlights:

- Budget increased by 9.95% to \$21,670,487 in combined General Fund and Grant Revenue
- Expenditures increased by 11.20% to \$26,557,444
- Grant Funding increased by 22%
- Net decrease of (3) FTE's

Specifically, Ms. White advised that the General Fund Revenue increased by 4.27% and the Special Revenue Fund (Grant Revenue) increased by 22.07%, and the General Fund Expenditures increased by 7.32% and the Special Revenue Fund (Grant Revenue) increased by 22.07%.

Father Rafael requested a detailed report, similar to the monthly financial update report, for the Revenues and Expenditures for the FY23 Budget.

Chair Black requested, for future discussion, the amount that the Community Health Center depends on the Health District's General Funds and the amount that the Community Health Center would need to be self-sufficient.

A motion was made by Father Rafael, seconded by Chair Black, and carried unanimously to accept the FY23 Budget, as presented, and recommend approval to the Southern Nevada Community Health Center Governing Board on March 24, 2022.

3. **Receive, Discuss and Accept Billing Fee Schedule Updates and Approve Recommendations to the Southern Nevada Community Health Center Governing Board on March 24, 2022;** direct staff accordingly or take other action as deemed necessary (*for possible action*)

Ms. White provided the Clinical Billing Fee Schedule Update and advised that, as there was a more comprehensive review done last year, this year there were only a few fees that needed to be updated, which are mostly new codes or fees that have not been used in the past. Ms. White outlined the updated fees for primary care services and medications and confirmed that patients on the sliding fee scale pay between \$7 and \$22 for medications. Ms. White further outlined two new vaccines that the Community Health Center will start to offer.

A motion was made by Father Rafael, seconded by Chair Black, and carried unanimously to accept the Clinical Billing Fee Schedule Updates, as presented, and recommend approval to the Southern Nevada Community Health Center Governing Board on March 24, 2022.

4. **Receive and Discuss February Financial Report and Approve Recommendations to the Southern Nevada Community Health Center Governing Board on March 24, 2022;** direct staff accordingly or take other action as deemed necessary (*for possible action*)

Ms. White provided the February Financial Report ([Attachment #1](#)) and advised that the YTD Actuals to the YTD Budget for Revenues was at 18% and the YTD Actuals to the YTD Budget for Expenses was at -91%.

Ms. White further outlined that the two locations (Main and Bonanza) with assigned service areas provided service to 81% of the Community Health Center's total patients in 2021 (calendar year). The remaining less than 20% either live outside of the assigned service areas or did not provide the information.

A motion was made by Chair Black, seconded by Father Rafael, and carried unanimously to accept the February Financial Report, as presented, and recommend acceptance to the Southern Nevada Community Health Center Governing Board on March 24, 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 11:27 a.m.

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

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