



MINUTES

SOUTHERN NEVADA COMMUNITY HEALTH CENTER FINANCE & AUDIT COMMITTEE MEETING

April 26, 2022 – 11:00 a.m.

Meeting was conducted via Webex Event

- MEMBERS PRESENT:** Scott Black – Chair, Community Member, City of North Las Vegas (*Call-in User 3*)
Scott Garrett – Consumer Member (*Call-in User 2*)
- ABSENT:** Father Rafael Pereira – Community Member, All Saints Episcopal Church
- ALSO PRESENT:** None
(In Audience)
- LEGAL COUNSEL:** Heather Anderson-Fintak, General Counsel
- EXECUTIVE SECRETARY:** Fermin Leguen, MD, MPH, District Health Officer
- STAFF:** Tawana Bellamy, Andria Cordovez Mulet, Cassius Locket, Kyle Parkson, Richard Hazeltine, Randy Smith, 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 11:05 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 APRIL 26, 2022 MEETING AGENDA (for possible action)

A motion was made by Member Garrett, seconded by Chair Black, and carried unanimously to approve the April 26, 2022 Agenda, as presented.

V. REPORT / DISCUSSION / ACTION

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

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

2. Receive, Discuss and Accept the Grants Management Policy and Approve Recommendation to the Southern Nevada Community Health Center Governing Board on April 28, 2022; direct staff accordingly or take other action as deemed necessary (*for possible action*)

Karen White, Chief Financial Officer, provided an overview of the Grants Management Policy, with the following highlights:

- Requirement of HRSA that any federal cash draws are made and administered consistent with the payment standards required by the U.S. Department of Health and Human Services found at 45 CFR Part 75 Subpart E, 2 CRF 200, state and local statutes and executive orders as applicable.
- Similar policy currently exists as part of the Southern Nevada Health District however may be replaced with this version if approved.
- Required documentation for each federal grant payment will account for the receipt, obligation, and expenditure of funds.
- The Community Health Center draws as a reimbursement for expenditures that have already been incurred.
- A general ledger listing of the expenditures that are being reimbursed in sufficient detail to satisfy the documentation requirements of Uniform Grant Guidance.
- Federal expenditures being tracked using a grant code in the general ledger.
- Federal expenditures allowable in accordance with the terms and conditions of the Federal award including those that limit the use of Federal funds, and with the Federal Cost Principles in 45 CFR Part 75 Subpart E and/or 2 Code of Federal Regulations (CFR) Part 200 (Subparts A – F).
- A section related to the requirements of cash advances.
- Confirmation that federal grant funds will not be used for lobbyists

A motion was made by Chair Black, seconded by Member Garrett, and carried unanimously to accept the Grants Management Policy, as presented, and recommend approval to the Southern Nevada Community Health Center Governing Board on April 28, 2022.

3. Receive, Discuss and Accept the March Financial Report and Approve Recommendations to the Southern Nevada Community Health Center Governing Board on April 28, 2022; direct staff accordingly or take other action as deemed necessary (*for possible action*)

Ms. White advised that Health Centers are required to evaluate the effectiveness of the Sliding Fee Discount Program (SFDP) at least every three years. Ms. White performed an evaluation on the SFDP and shared her findings, with the following highlights:

- 70% of self-pay patients are at 100% or below the Federal Poverty Guidelines.
- 75.9% of collections are from self-pay patients.
- Patients reported that they did not cancel a Health Center visit due to the inability to pay, which would confirm that the SFDP fees are reasonable for the services provided.
- No follow-up actions or changes to the nominal fee are required.

Ms. White provided the March Financial Report and advised that the Total Revenue for the YTD Budget was \$14.8M and the YTD Actual was just over \$18M, 22% overbudget, mainly related to patient related program income. Overall grant revenue is 10% above budget. Year to date salaries and fringe continue to be underbudget due to staff working on COVID activities. Ms. White further outlined the updates for Payments by Payer Type and Name, Accounts Receivable by Payer and Aging Buckets, and the Visit Types. Almost 60% of accounts receivable is under 60 days. SNCHC has a large balance related to uninsured COVID 19 testing and vaccines.

A motion was made by Chair Black, seconded by Member Garrett, and carried unanimously to accept the March Financial Report, as presented, and recommend acceptance to the Southern Nevada Community Health Center Governing Board on April 28, 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 11:23 a.m.

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

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