



TO: SOUTHERN NEVADA DISTRICT BOARD OF HEALTH **DATE:** January 28, 2016

RE: *Approval of the establishment of the Employee Events Fiduciary Fund*

PETITION # 05-16

That the Southern Nevada District Board of Health *approve the establishment of the Employee Events Fiduciary Fund effective 1/28/16*

PETITIONERS:

Sharon L. McCoy-Huber, *Financial Services Manager*
Andrew J. Glass, FACHE, MS, *Director of Administration*
Joseph P. Iser, MD, DrPH, MSc, *Chief Health Officer*

DISCUSSION:

Staff recommends approval for the establishment of the Employee Events Fiduciary Fund. A fiduciary fund is used to report assets held in a trustee or agency capacity for others and therefore cannot be used to support the government's own programs. This fund would be used to hold monies raised by events held by employees to be spent for events held for employees. This would also enable the Southern Nevada Health District to accept donations from non-event activities. A copy of the SNHD Employee Events Committee Charter is attached.

FUNDING:

No additional funding required.

Southern Nevada Health District
EMPLOYEE EVENTS COMMITTEE CHARTER

Mission

Our mission is to provide a venue for employee interaction and engagement throughout the Southern Nevada Health District (SNHD).

Purpose

The purpose of the Employee Events Committee is to foster employee engagement in the workplace and develop a harmonious working relationship between and among SNHD employees through fun and safe activities that will improve the morale of SNHD employees.

Committee Members

Any SNHD employee, with the desire to organize and foster employee relations within the District can join the Employee Events Committee. Members will be required to attend a minimum of one meeting and volunteer for a minimum of one activity on a quarterly basis.

Activities

Activities may vary from employee recognition, company excursions, to bake sales and other similar enjoyable activities that will keep employees actively involved in SNHD events.

A Project Leader will be identified and voted upon by a majority of the Committee members for each of the committee's projects.

Meetings

The Employee Events Committee meets every other week or as needed. The Employee Events Committee is accountable to the Chief Health Officer, who as Executive Sponsor is responsible for supporting the success of the Committee.