MINUTES

SOUTHERN NEVADA DISTRICT BOARD OF HEALTH
FINANCE COMMITTEE MEETING
January 21, 2021 – 1:00 p.m.
Southern Nevada Health District, 280 S. Decatur Boulevard, Las Vegas, NV 89107
Meeting Hosted via Webex Event

MEMBERS PRESENT:	Scott Nielson – Chair – At-Large Member, Gaming Bobbette Bond - At-Large Member, Regulated Business/Industry Olivia Diaz – Council Member, City of Las Vegas Marilyn Kirkpatrick – Vice Chair, Commissioner, Clark County (*joined at 1:20 p.m.*) Brian Knudsen – Council Member, City of Las Vegas Tick Segerblom – Commissioner, Clark County Dan Stewart – Council Member, City of Henderson
ABSENT:	None
ALSO PRESENT: (In Audience)	None
LEGAL COUNSEL:	Annette Bradley, General Counsel
EXECUTIVE SECRETARY:	Fermin Leguen, MD, MPH, Acting Chief Health Officer
STAFF:	Heather Anderson-Fintak, Andria Cordovez Mulet, Andrea Green, Cortland Lohff, Christopher Saxton, Karen White

I. CALL TO ORDER AND ROLL CALL

Chair Nielson called the Finance Committee Meeting to order a 1:04 p.m. Andria Cordovez Mulet, Executive Assistant, administered the roll call.

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, Chair Nielson closed this portion of the meeting.

IV. ADOPTION OF THE JANUARY 21, 2021 MEETING AGENDA *(for possible action)*

A motion was made by Member Kirkpatrick seconded by Member Stewart and carried unanimously to approve the January 21, 2021 Agenda as presented.

V. REPORT / DISCUSSION / ACTION

1. **Approve Finance Committee Meeting Minutes – November 17, 2020**; direct staff accordingly or take other action as deemed necessary ***(for possible action)***

   A motion was made by Member Kirkpatrick seconded by Member Knudsen and carried unanimously to approve the minutes from the November 17, 2020 Finance Committee meeting, as presented.

2. **Receive Report and Discuss FY2021 Budget Augmentation and Approve Recommendations to the Board of Health on January 28, 2021**; direct staff accordingly or take other action as deemed necessary ***(for possible action)***

   Karen White, Chief Financial Officer, provided an update on the Finance Department staffing. Ms. White advised that one Accounts Payable staff transferred to another department, one Biller has been hired and HR was in the process of extending an offer for a Financial Analyst and another Biller.

   Chair Neilson requested an update at the next Finance Committee meeting on Finance Department staffing needs.

   Ms. White advised that, in compliance with the Audit Findings, a new standard operating procedure, that outlines a step-by-step process, has been developed in the Finance Department regarding the reconciliations.

   Ms. White advised that, in compliance with the Audit Findings, any changes to the budget are to be presented to the Board of Health for approval. **(Attachment #1)** Ms. White proceed with outlining the four resolutions regarding the budget augmentation, as follows:

   - The balance in the general fund will potentially increase to $105.4M (from $103.9M)
   - **Resolution #1-21**
     - General fund: decreasing the appropriation of the general fund by $2.5M, from $75,297,816 to $73,051,263.
   - **Resolution #2-21**
     - Grant Fund, Special Revenue: Increasing the appropriation to a total of $69,046,641
   - **Resolution #3-21**
     - Capital Improvement Fund: increasing the appropriation by $97,213
   - **Resolution #4-21**
     - Bond Reserve Fund: Increasing the appropriation by $1,554,085

   Member Bond requested a summary of all COVID funds, received and paid, to be available at future meeting. Member Kirkpatrick advised that Clark County has a separate spreadsheet that shows all COVID funds and continuously updated that shows the public how the funds have been used. Dr. Leguen advised that most of the COVID funds received are from specific grants that are very detailed on what activities can be done on the grants.

   Member Kirkpatrick requested, for the March meeting, examples of the costs, in dollar amounts and not percentages, associated with operating Western High School and Cashman Center to assist in explaining the costs associated with operating various sites to the media and public.

   A motion was made by Member Knudsen seconded by Member Kirkpatrick and carried unanimously to recommend that the Board of Health approve the Budget Augmentation to the Southern Nevada Health District (i) (General) Fund, (ii) Grant Fund (Special Revenue), (iii) Capital Improvement Fund, and (iv) Bond Reserve Fund (Building) Budget for the Fiscal Year Ending June 30, 2021 to meet the mandatory financial requirements of NRS 354.598005; and direct staff to provide an update, at the next Finance Committee meeting, on Finance Department staffing needs.

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, Chair Nielson closed this portion of the meeting.

VII. **ADJOURNMENT**

The Chair adjourned the meeting at 1:33 p.m.

Fermin Leguen, MD, MPH
Acting Chief Health Officer/Executive Secretary

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