



## MINUTES

### SOUTHERN NEVADA DISTRICT BOARD OF HEALTH FINANCE COMMITTEE MEETING

March 21, 2022 – 3:00 p.m.

Meeting was conducted via Webex Event

- MEMBERS PRESENT:** Scott Nielson – Chair – At-Large Member, Gaming  
Scott Black – Council Member, City of North Las Vegas  
Bobbette Bond – At-Large Member, Regulated Business/Industry  
Olivia Diaz – Council Member, City of Las Vegas  
Marilyn Kirkpatrick – Vice Chair, Commissioner, Clark County  
Tick Segerblom – Commissioner, Clark County
- ABSENT:** Brian Knudsen – Council Member, City of Las Vegas
- ALSO PRESENT:** Anna Burgess, Dawn Christensen, Gimmeko Fisher-Armstrong, Alexis Romero,  
(In Audience) Destiny Ward, Brian Weissenburger
- LEGAL COUNSEL:** Heather Anderson-Fintak, General Counsel
- EXECUTIVE SECRETARY:** Fermin Leguen, MD, MPH, District Health Officer
- STAFF:** Andria Cordovez Mulet, Heather Hanoff, Richard Hazeltine, Michael Johnson,  
Theresa Ladd, Cassius Lockett, Kyle Parkson, Chris Saxton, Karen White,  
Edward Wynder

**I. CALL TO ORDER AND ROLL CALL**

Chair Nielson called the Finance Committee Meeting to order at 3:05 p.m. Andria Cordovez Mulet, Executive Assistant, administered the roll call and confirmed a quorum was present.

**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 this portion of the meeting.

**IV. ADOPTION OF THE MARCH 21, 2022 MEETING AGENDA (for possible action)**

*A motion was made by Member Black, seconded by Member Bond and carried unanimously to approve the March 21, 2022 Agenda as presented.*

## V. REPORT / DISCUSSION / ACTION

1. [Approve Finance Committee Meeting Minutes – January 25, 2022](#); direct staff accordingly or take other action as deemed necessary (*for possible action*)

*A motion was made by Member Kirkpatrick, seconded by Member Bond and carried unanimously to approve the January 25, 2022 Finance Committee Minutes, as presented.*

2. [Receive Report, Discuss and Accept the FY2022-2023 Budget and Approve Recommendations to the Board of Health on March 24, 2022](#); direct staff accordingly or take other action as deemed necessary (*for possible action*)

Karen White, Chief Financial Officer, presented the FY2022-2023 Budget, which begins on July 1, 2022 and ends on June 30, 2023, with the following highlights:

### Overview

- Staffing is projected to grow from 780.1 FTE to 825.1 FTE, a 5.8% increase
- 78 positions that were vacant for over 6 months were eliminated and 40 contact tracers are outsourced
- Combined revenues was projected at \$148.4M, a 12.3% increase
- Informatics Department has been reorganized and will be under the Disease Surveillance & Control Division

Member Kirkpatrick requested the cost associated with outsourcing the contact tracers. Ms. White will provide the information at the Board of Health meeting on March 24, 2022 and confirmed that the Health District currently had some contact tracers onsite, however advised that it was difficult to keep 60 contact tracers since they would continuously leave. Dr. Leguen advised that the contact tracers were being funded by a COVID-19 grant and would not cover contact tracers in other areas of disease surveillance. Member Kirkpatrick stated she was looking long term as to the cost associated with having contact tracers for other disease surveillance, such as sexually transmitted diseases. Ms. White confirmed that any contact tracers, outside of COVID-19, would be funded by general funds.

### Revenues – General

- Property tax allocation projected at \$29.7M, an increase of 5.0%
- Charges for Services revenues is \$26.3M, flat compared to current fiscal year; any increase will be reflected in a budget augmentation planned during the next fiscal year

### Revenues – Special Revenue

- Grant revenues are projected at \$104M, an increase of 45.7%
- Community Health Grants are projected at \$50.4M, an increase of \$37.9M; ELC Covid Grant total is \$41.3M
- All grants issued on or before 02/28/2022 are included in this budget, a budget augmentation to include future grants will occur next fiscal year

### Revenues – Combined Revenues by Source

- Intergovernmental (Grants) – \$104M – 58%
- Other – \$1.7M – 1%
- Licenses/Permits – \$18.9M – 10%
- Charges for Services – \$26.3M 15%
- Property Taxes – \$29.7M – 16%

Expenditures – Combined Expenditures

- General Fund expenditures is \$76.7M, a decrease of 1.1% compared to FY2022
- Combined expenditures for all funds add up to \$180.6M
- Total salaries and benefits for all funds are projected at \$89.6M, about 50% of total expenditures

Ms. White reviewed the Expenditures and Revenues vs. Expenditures by Division.

Member Kirkpatrick inquired as to a comment from Ms. White regarding the Environmental Health Division being self-sufficient and requested a cost allocation and/or more information. Ms. White advised that a survey was conducted by a third-party that reviewed all of the administration costs, applied it to each Division and advised that 27% of administration costs should be allocated to each Division. Member Black advised that he believed Member Kirkpatrick's comments were less about the survey and more about restarting the conversation regarding the Environmental Health Fee Schedule assessment. Member Black continued that the Environmental Health Division will be bringing the conversation back to the Board of Health shortly. Chair Nielson provided a background that in the summer of 2019, the Board of Health reviewed the Environmental Health fees for permits and inspections. With the emergence of COVID-19, the conversation was put on hold. As noted, a conversation was currently happening with staff and will be brought to the Board of Health shortly. Ms. White advised that the expectation was that the Community Health Center (FQHC) would eventually generate enough revenue to cover their expenses as well.

Ms. White then reviewed a 2-year fund reserve projection with the fund reserve percentage. Ms. White outlined and compared the FY2022 and FY2023 Fund Balance for the General Fund, Capital Projects Fund, Bond Reserve (Building) Fund, and Insurance Liability Fund. Ms. White further reviewed the FTE Staffing by Division, comparing FY2022 and FY2023.

Further to a question from Chair Nielson, Ms. White advised that any changes that may happen to the Environmental Health Fee Schedule would be adjusted by a budget augmentation.

*A motion was made by Member Kirkpatrick seconded by Member Nielson and carried unanimously to accept the FY2022-2023 Budget and recommend that the Board of Health approve the FY2022-2023 Budget at their meeting 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 this portion of the meeting.

**VII. ADJOURNMENT**

The Chair adjourned the meeting at 3:29 p.m.

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

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