



NVPCA Board of Directors Board Meeting Minutes May 15, 2024

Board Members Present	Steve Flores, Walter Davis, Teri Gilbert Eisenga, Sharon Chamberlain, John Packham, Randy Smith, Christopher (CJ) Hansen, David Robeck, and Nancy Bowen (Ex Officio)
Board Members Absent	Oscar Delgado, Roxana Valetton, and Angela Quinn
Also Present	NVPCA Staff Nancy Barklage, Karen Ford Manza, Steve Messinger, Kim Lambrecht, and Lisa Scurry (Note Taker); and presenters, Dr. Melissa Hall and Dr. Kara Kikuchi from Huntsman Cancer Institute

1. Call to Order

President Steve Flores called the meeting of the NVPCA Board of Directors to order at 3:04 pm. The meeting was conducted electronically via Zoom. A quorum of members was established.

a) Approval of the Agenda

The agenda was reviewed with no questions or suggested changes. It was moved by Walter Davis, and seconded by Teri Gilbert Eisenga, to approve the agenda as presented. The motion passed unanimously.

2. Consent Agenda

- a) Approval of Board Retreat Minutes for March 20, 2024
- b) Chief Executive Officer’s Report
- c) Organizational Dashboards, including Title X & Peer Workgroups

The consent agenda, consisting of the minutes of the March 20, 2024, Board of Directors meeting, the CEO report, and the organizational dashboards, was presented for approval. There were no comments or questions.

It was moved by Walter Davis, and seconded by Randy Smith, to approve the consent agenda as presented. The motion passed unanimously.

3. Administrative and Financial Reports

a) Budget to Actual Draft YTD April 2024

Nancy Barklage reviewed the Year-to-Date financial report through April 2024, including actual revenues and expenses. She explained that both were on target as budgeted for Fiscal Year 2024. The expenses were at 83% and revenue at 80% of the budget.

It was moved by David Robeck, and seconded by Sharon Chamberlain, to accept the Budget-to-Actual Financial Report for YTD through April 2024. The motion passed unanimously.

b) Financial Dashboard

Nancy Barklage presented the financial dashboard which provided an overview of revenues and expenses through April 2024. There were no questions or comments.

c) Balance Sheet as of April 30, 2024

Nancy Barklage presented the financial balance sheet as of April 30, 2024. There were no questions or comments.

d) FY 25 Operating Budget

Nancy Barklage presented the proposed budget for Fiscal Year 2025. Revenue categories included federal grants, contracts, sponsorships and membership dues. Expense categories included personnel salaries and benefits, supplies, and other miscellaneous operating expenses.



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It was moved by Sharon Chamberlain, and seconded by Randy Smith, to approve the proposed budget for Fiscal Year. The motion passed unanimously.

e) Bank Account Changes

Nancy Barklage explained the recommendation for two bank account changes. The first would propose opening a second checking account at Bank of America. The new account would be utilized for making payments when the account number is requested. This would be a pass-through account, keeping the main account information (account number and routing number) confidential.

The second change would remove Steve Messinger, Policy Director, as a signer on the checking accounts and replace him with Nancy Barklage, Director of Administration and Finance.

Nancy Bowen shared with the Board that rates and fees at other banks were explored. In the end, it was advisable to stay at Bank of America.

Member Sharon Chamberlain asked about having the Finance Director as a signer. Ms. Bowen responded that checks and balances are in place that require her to approve any changes to the account. Additionally, two members of the Board are authorized to access the accounts, providing additional oversight.

It was moved by David Robeck, and seconded by Sharon Chamberlain, to approve NVPCA opening a second checking account with Bank of America and approve NVPCA Director of Administration and Finance, Nancy Barklage, to be a check signer on the Bank of America accounts and remove Steve Messinger, Policy Director, as check signer. The motion passed unanimously.

f) Audit Engagement Letters

Nancy Barklage presented audit engagement letters from Fester & Chapman, Certified Public Accountants, to conduct the Fiscal Year 2024 audit. They have conducted past audits.

It was moved by David Robeck, and seconded by Teri Gilbert Eisenga, to approve Fester & Chapman, Certified Public Accountants, to conduct the Fiscal Year 2024 audit. The motion passed unanimously.

4. Strategic Discussion

a) Huntsman Cancer Institute

Dr. Melissa Hall and Dr. Kara Kikuchi of the University of Utah Huntsman Cancer Institute's Center for Health Outcomes and Population Equity (HOPE) presented an overview of the partnership and work the Center for HOPE team has done with community health centers across Utah, Nevada and surrounding states. They described strategies to implement evidence-based practices for tobacco cessation in safety-net healthcare systems and provided an overview of a partnership grant opportunity the Center for HOPE team is interested in doing with Community Health Centers in Nevada to address tobacco use.

5. Policy Update

Steve Messinger provided an update on federal legislation and appropriations, particularly those related to health centers and 340B. He discussed the priorities for the 2025 Nevada Legislative Session.

6. Other Business

a) Board Self-Assessment Survey Announcement

There was a brief discussion related to pharmacy contracts and the new definition of a patient.



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7. Meeting Adjournment

There being no further business, President Flores adjourned the meeting at 4:28 pm.

NOTES

Next Meeting	The next board meeting will be held virtually on Wednesday, July 17, 2024, at 3 pm
Approved By	

ROLL CALL

President: Steve Flores, Hope Christian Health Center	Present
Vice President: Walter Davis, Nevada Health Centers	Present
Secretary/Treasurer: Teri Gilbert Eisenga, Washoe Tribal Health Center	Present
Sharon Chamberlain, Northern Nevada HOPES	Present
Oscar Delgado, Community Health Alliance	Absent - Unexcused
C.J. Hansen, Canyonlands Healthcare	Present
John Packham, Office of Statewide Initiatives	Present
Angela Quinn, FirstMed Health and Wellness Centers	Absent - Unexcused
David Robeck, Bridge Counseling Associates	Present
Randy Smith, Southern Nevada Health District	Present
Roxana Valetón, First Person Care Clinics	Absent - Excused