



MINUTES

SOUTHERN NEVADA DISTRICT BOARD OF HEALTH MEETING DISTRICT HEALTH OFFICER SUCCESSION COMMITTEE MEETING

September 25, 2020 – 1:00 p.m.

Southern Nevada Health District, 280 S. Decatur Boulevard, Las Vegas, NV 89107
Meeting Hosted via Webex Event

- MEMBERS PRESENT:** Scott Black – Chair, Mayor Pro Tempore, City of North Las Vegas
Olivia Diaz – Council Member, City of Las Vegas
Frank Nemeč – At-Large Member, Physician
Tick Segerblom – Commissioner, Clark County
Dan Stewart – Council Member, City of Henderson
- ABSENT:** Marilyn Kirkpatrick – Vice Chair, Commissioner, Clark County
- LEGAL COUNSEL:** Annette Bradley, General Counsel
- EXECUTIVE SECRETARY:** Fermin Leguen, MD, MPH, Acting Chief Health Officer (*Absent*)
- STAFF:** Heather Anderson-Fintak, Andria Cordovez Mulet, Andrea Green, Amy Hagan, Victoria Harding, Alfred McGugin, JoAnn Rupiper, Christopher Saxton, Leo Vega, Karen White

I. CALL TO ORDER

Chair Black called the District Health Officer Succession meeting to order at 1:01 p.m. p.m. Andria Cordovez Mulet, Executive Assistant, administered roll call.

- II. **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 Chairman or the Board by majority vote.

Seeing no one, Chair Black closed this portion of the meeting.

III. ADOPTION OF THE SEPTEMBER 25, 2020 AGENDA (for possible action)

A motion was made by Member Nemeč seconded by Member Segerblom and carried unanimously to approve the September 25, 2020 Agenda as presented.

IV. REPORT / DISCUSSION / ACTION

- A. **Approve District Health Officer Succession Committee Meeting Minutes – September 17, 2020;** direct staff accordingly or take other action as deemed necessary (*for possible action*)

A motion was made by Member Nemeč seconded by Member Diaz and carried unanimously to approve the meeting minutes from the September 17, 2020.

B. District Health Officer Succession Planning and Recruitment Next Steps

- i) Receive, discuss and approve initial candidate interview questions; direct staff accordingly or take other action as deemed necessary (***for possible action***)

Amy Hagan, Director of Human Resources and Organizational Performance, provided the Committee with a list of seven possible interview questions and recommended that the first-round interview process include three pre-determined questions, along with a final statement by each candidate. ([Attachment #1](#))

Following discussion of the list of seven possible interview questions, the Committee agreed to the following questions:

How is your background, skill set, management style and experience aligned well to the DHO role and responsibilities? Specifically discuss:

- Public Health funding/grants
- Managing competing interests
- Addiction/Drug Abuse
- Health Equity

Please describe your experience managing the following environments:

- a. FQHC
- b. Public Boards
- c. Union environments
- d. Legislative Bodies
- e. Relationship with business and industry

Please tell us where you see Public Health, generally, in the future. And, Clark County, specifically.

Please tell us why you feel you are the best candidate for this position and why you want to lead the SNHD.

The Committee requested clarification whether the deliberations on the candidates would be held in a closed meeting. Annette Bradley confirmed that the District Health Officer was a public officer and any discussions must be held in an open meeting. The Committee requested that Ms. Bradley review the statute to confirm.

After discussion, the following motion was made:

A motion was made by Member Black and seconded by Member Stewart and carried unanimously to:

1. *Approve the first-round interview questions #1, #3 and #4, with the revisions discussed, as presented by Amy Hagan, along with a final statement option for each candidate;*
2. *Interview each of the 11 candidates, who will be provided with the same questions in advance of the interviews;*
3. *Once the first-round interviews are completed, each individual committee member will rank each candidate, all the rankings will be merged to find the aggregate number to establish the final ranking;*
4. *Discuss the final ranking and select 3-5 candidates for the final interview process;*
5. *All to be held consistent with Open Meeting Law requirements.*

- V. **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. No action may be taken upon a matter raised under this item of this Agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken pursuant to NRS 241.020. Comments will be limited to five (5) minutes per speaker. Please step up to the speaker's podium, 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 Chairman or the Board by majority vote.

Seeing no one, Chair Black closed public comment.

XIII. **ADJOURNMENT**

The Chair adjourned the meeting at 2:02 p.m.

/acm

DRAFT