

1. Voting Procedures:

- a) All members of the Southern Nevada Community Health Center Governing Board are eligible to vote on all matters coming before the Board.
- b) The Chair shall have the same right as any other Board member to initiate a motion, question, or debate, and vote on a motion.
- c) All voting procedures shall generally follow parliamentary procedure. The Chair may call for a roll call vote on any item as he/she deems appropriate and/or necessary.
- d) All Board members shall abide by the requirements of Nevada's Ethics in Government law (NRS 281A.420). Whenever possible, the Board member with a potential conflict of interest shall disclose the potential conflict prior to casting his/her vote. Unless abstention is required pursuant to NRS 281A.420 or pursuant to policy, the disclosing Board member will cast his/her vote.
- e) A Board member may only vote during an official meeting and that the member has no legal status to bind the Board outside such meetings.
- f) Action may only be taken by a quorum of members of the Board. A majority of the members of the Board constitutes a quorum. Board action shall be valid only upon a vote of approval by a majority of the quorum.

2. Board Member Attendance Requirements:

- a) Board members should make every effort to attend every Board meeting in person.
- b) If, at the last minute, the Board member is prevented from attending the Board meeting, he/she may email or call the Senior Administrative Specialist to the Chief Executive Officer to notify the Board Chair of his/her absence.
- c) Telephonic participation is permitted when a Board member is unavailable to personally attend a Board meeting.
- d) In order to attend telephonically, the Board member is encouraged to contact the Executive Director no later than 4:30 p.m. the day prior to the scheduled meeting to advise of his/her intent to participate telephonically.
- e) In the event an emergency necessitates telephonic participation on the day of a meeting, the participant must contact the Executive Director as soon as possible so telephonic arrangements can be made.
- f) When participating telephonically, the Board member is expected to actively participate in the discussions, as well as review all pertinent materials to make an informed decision.
- g) Whenever attending telephonically, the Board member is reminded that background noise is to be avoided as it is disruptive to the meeting and interferes with transcription of the minutes.

3. Electronic Devices:

- a) Cell phones and other electronic devices should be silenced or placed in vibration mode during Board meetings.

**Adopted by the SNCHC Governing Board on January 29, 2020
Amended: August 19, 2025**