

WASHOE COUNTY DISTRICT BOARD OF HEALTH MEETING
December 17, 2009

PRESENT: Denis Humphreys, OD, Chairman; Mr. Matt Smith, Vice Chairman; George Furman, MD; Councilman Dan Gustin; Commissioner Kitty Jung and Councilwoman Julia Ratti

ABSENT: Amy Khan, MD

STAFF: Dr. Mary Anderson, District Health Officer; Eileen Coulombe, Administrative Health Services Officer; Mr. Bob Sack, Director, Environmental Health Services; Mr. Andrew Goodrich, Director, Air Quality Management; Dr. Randall Todd, Director, Epidemiology and Public Health Preparedness; Mary-Ann Brown, Director, Community and Clinical Health Services; Patsy Buxton, Fiscal Compliance Officer; Lori Cooke, Fiscal Compliance Officer; Stacey Akurosawa, Administrative Assistant; Jeanne Rucker, Environmental Health Specialist Supervisor; Noel Bonderson, Air Quality Supervisor; Chris Ralph, Environmental Engineer; Kim Tran Franchi, Environmental Health Specialist; Candy Hunter, Public Health Nursing Supervisor; Jeff Jeppson, Vector-Borne Disease Specialist; Irene Ramos-Hernandez, Human Support Services Specialist II; Tony Macaluso, Environmental Health Specialist; Janet Smith, Recording Secretary and Leslie Admirand, Deputy District Attorney

At 1:05 pm, Chairman Humphreys called the Washoe County District Board of Health meeting to order, followed by the Pledge of Allegiance led by Ms. Julia Ratti, District Board of Health member.

ROLL CALL

Roll call was taken and a quorum noted. Mrs. Janet Smith, Recording Secretary advised that Dr. Khan is excused.

PUBLIC COMMENT

No public comment was presented.

APPROVAL/ADDITIONS – AGENDA – DECEMBER 17, 2009

Chairman Humphreys advised that item 12. Public Hearing – District Board of Health Regulations Governing Air Quality Management will be continued to the Board's February 25, 2010 meeting;

that item 16. Annual Performance Evaluation of the District Health Officer, will be reviewed immediately after the presentation of the Staff Reports and Program Updates.

MOTION: Ms. Ratti moved, seconded by Ms. Jung, that the agenda for the District Board of Health December 17, 2009 meeting be approved as amended. Motion carried unanimously.

APPROVAL/ADDITIONS/CORRECTIONS – MINUTES – NOVEMBER 19, 2009

Chairman Humphreys called for any additions, deletions or corrections to the minutes of the District Board of Health meeting of November 17, 2009.

MOTION: Ms. Jung moved, seconded by Ms. Ratti, that the minutes of the November 19, 2009 District Board of Health meeting be approved as received. Motion carried unanimously.

RECOGNITIONS

Mr. Bob Sack, Director, Environmental Health Services, introduced Mr. Jeffrey "Jeff" Jeppson, advising that Mr. Jeppson, is the new Vector-Borne Disease Specialist in the Vector Program; that Mr. Jeppson has worked as an intern in the Vector Program for the past three (3) seasons.

Chairman Humphreys and Dr. Mary Anderson, District Health Officer, presented Certificates of Recognition to the following: Mr. Dale Brice for **15 Years-of-Service**; Ms. Irene Ramos-Hernandez for **15 Years-of-Service**; and Mr. Christopher "Chris" Ralph for **25 Years-of-Service**.

Chairman Humphreys and Dr. Anderson introduced Ms. Kim Tran Franchi, Environmental Health Specialist, advising that Ms. Franchi has recently earned her Registered Environmental Health Specialist (REHS) Certification.

Mr. John Kukulica, representing the Registered Environmental Health Specialist (REHS) Governing Board, presented a "*Lifetime Achievement Award*" from the State of Nevada to Ms. Jeanne Rucker, Environmental Health Specialist Supervisor, in recognition of "her years of dedication and service to the field of environmental health" and as a member of the REHS Governing Board.

CONSENT AGENDA – UNAPPEALED NOTICE OF VIOLATION

Staff advised that **Citation No. 4906, Case No. 1047** was issued to **PEGGY HINE AND WILLIAM JOHNSON** on September 29, 2009 for failure to control dust emissions from the Rolling Thunder Airport, 16400 Pyramid Lake Highway, from September 25, 2009 through September 30, 2009, in violation of Section 040.030 (Dust Control) of the Washoe County District Board of Health Regulations Governing Air Quality Management. Staff advised that Ms. Hine and Mr. Johnson were advised of the right to appeal; however, no appeal was filed; that Staff recommends Citation No. 4906, Case No. 1047 be **upheld** and a fine in the amount of **\$750** be levied as a **negotiated settlement**.

MOTION: Mr. Smith moved, seconded by Mr. Gustin, that Citation No. 4906, Case No. 1047 (Peggy Hine and William Johnson), be upheld and a fine in the amount of \$750 be levied as a negotiated settlement for a major violation. ♦
Motion carried unanimously.

CONSENT AGENDA – BUDGET AMENDMENTS/INTERLOCAL AGREEMENTS

The Board was advised that Staff recommends **ratification** of the **Interlocal Agreement** between **Washoe County Health District** and the **University of Nevada School of Medicine Integrated Clinical Services, Inc.**, and **University of Nevada School of Medicine Multi-Specialty Group Practice North, Inc.**, pertaining to male sterilization procedures for the period of December 1, 2009 through June 30, 2010 in the **total amount not to exceed \$11,300**.

MOTION: Mr. Smith moved, seconded by Mr. Gustin, that the **Interlocal Agreement** between **Washoe County Health District** and the **University of Nevada School of Medicine Integrated Clinic Services, Inc.**, and the **University of Nevada School of Medicine Multi-Specialty Group Practice North, Inc.**, be approved as presented and the Chairman authorized to execute on behalf of the Board.
Motion carried unanimously.

REGIONAL EMERGENCY MEDICAL SERVICES AUTHORITY

A. Review and Acceptance of the Operational and Financial Report – October 2009

Mr. Jim Gubbels, Vice President, REMSA, advised that the Board members have been provided with a copy of the October 2009 Operations and Financial Report; that the emergency response time for life-threatening calls in October was 92% and 94% for non-life threatening calls, with an overall average response time of six minutes and three seconds (6:03); and an overall average

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travel time of four minutes and fifty-eight seconds (4:58). Mr. Gubbels advised that the monthly average bill for air ambulance service for October 2009 was \$6,341, with a year-to-date average of \$7,032. Mr. Gubbels advised that the monthly average bill for ground ambulance service for October 2009 was \$946, with a year-to-date average of \$944.

In response to Ms. Ratti regarding the allowable average bill for air ambulance service, Mr. Gubbels stated the allowable average is being monitored; that the monthly average bill for air ambulance service is "already beginning to decrease." Mr. Gubbels stated that the average monthly bill for air ambulance services increased in July due to distance of a number of the calls; that the further the distance transported the greater the bill is.

In response to Ms. Jung regarding the customer comment cards, Mr. Gubbels advised that these cards are included in the patient's billing.

Ms. Jung stated that a number of the comments indicate the patient "confuses REMSA with the hospital(s) or the physician's offices"; that she would request REMSA provide a copy of one of the "customer comment cards" with next month's report.

In response to Ms. Jung, Mr. Gubbels advised that the three (3) questions highlighted in black at the top of the customer comment section, are the questions asked on the customer comment card. Mr. Gubbels stated that when comments received are specific to a hospital those comments are forwarded on to the hospitals. Mr. Gubbels stated that REMSA has a follow-up process for complaints; that during a complaint investigation REMSA staff has the opportunity to clarify with the patient as to whether the complaint was specific to REMSA or to the physician's office or one of the hospitals. In response to Ms. Jung regarding the complaints about "the shocks on the units", Mr. Gubbels advised that the ambulances are "very well maintained; however, when lying down on a gurney in the back of an ambulance unit an individual is going to feel the ride more; that the units all have air shocks." In response to Ms. Jung regarding "a lost pair of shoes", Mr. Gubbels stated that, as he advised, all complaints are investigated; that this individual was transported from the Burning Man Festival; that she was contacted and advised "that REMSA did not have her shoes." In response to Ms. Jung regarding the comment from the individual "who wanted his/her list of medication back", Mr. Gubbels advised that upon investigation it was determined this list had been given to the hospital.

**MOTION: Ms. Jung moved, seconded by Dr. Furman, that the REMSA Operations and Financial Report for October 2009 be accepted as presented.
Motion carried unanimously.**

B. Update of REMSA's Community Activities Since October 2009

Mr. Gubbels introduced Ms. Debbie Zalmana, Executive Assistance, advising that Ms. Zalmana will provide the Board an update on REMSA/Care Flight employees' group "*Starfish*".

Ms. Debbie Zalmana, Executive Assistant, REMSA, advised that in 2000 a group of REMSA/Care Flight employees developed a charitable giving fund, which is now the "*Starfish Committee*". Ms. Zalmana stated that employees can contribute cash or by payroll deductions throughout the year; that this money is utilized to sponsor the annual "gift giving at Kids' Cottage"; and the Christmas party for the out patients at Senior Bridges Program. Ms. Zalmana displayed one of the gift packages provided to the patients at Senior Bridges, which includes a sack containing various toiletries; a loaf of bread, and lap blankets, which are made by a few of the employees at REMSA/Care Flight; that this year thirty-six (36) lap quilts were made and distributed. Ms. Zalmana advised that, while this began as a "Christmas-related event" the efforts of the "*Starfish Committee*" are now for various charitable community needs throughout the year, including "adopting a single-mother family" who became homeless. Ms. Zalmana advised that the "field teams" function as the "eyes and ears" of the "*Starfish Committee*", advising the Committee of "needs and problems" observed in the community in which individuals or families "may otherwise fall through the cracks." Ms. Zalmana reviewed other projects included providing food and money to the Food Bank; toiletries and backpacks for the abused women's shelter and the homeless shelters; a motorized wheel chair rental; turkeys for the St. Vincent's turkey-drop; the Evelyn Mount program, etc. Ms. Zalmana presented a "thank you notebook" presented to REMSA/Care Flight from the patients of the Senior Bridges program.

Chairman Humphreys stated that the employees of REMSA and Care Flight are to be commended for "a tremendous team effort" in providing to "some deserving community groups and deserving citizens." Chairman Humphreys thanked Ms. Zalmana for her presentation.

REVIEW – ACCEPTANCE – MONTHLY PUBLIC HEALTH FUND REVENUE AND EXPENDITURE – NOVEMBER 2009

Ms. Eileen Coulombe, Administrative Health Services Officer, advised that the Board members have been provided with a copy of the Health Fund Revenue and Expenditure Report for the month of November 2009. Ms. Coulombe reviewed the Report in detail and advised that Staff recommends the Board accept the Report as presented.

Ms. Coulombe advised that, as Staff begins the budget development process "the revenues and expenditures become 'estimates to complete'; that Staff will conduct a "line by line review as Staff enters the budget process." Ms. Coulombe advised that "any variances will be reviewed in detail."

In response to Mr. Smith regarding the Medicare reimbursement, Ms. Coulombe advised that this is reimbursement payments the District receives for the provision of various services; that there is a Staff member who bills Medicare for reimbursement costs.

In response to Mr. Smith, Ms. Mary-Ann Brown, Director, Community and Clinical Health Services, advised that these monies are "primarily reimbursement for flu shots; that the Health District receives approximately \$2.96 as the negotiated Medicare rate. Ms. Brown stated that the majority of individuals, who qualify and receive Medicare services through a primary care provider "are not coming to the Health District for services."

In response to Mr. Smith regarding "billing for as much as possible", Ms. Coulombe advised that "in the last year the billing position and the vacant Department Computer Application Specialist (DCAS) position were transferred from the CCHS Division to the Administration Division; therefore, Staff is conducting "a fundamental review of the entire billing process and the Insight Program." Ms. Coulombe stated that further, Staff is in the process of reviewing the Health District's Fee Schedule; therefore, as the fee schedule is processed, Staff will review the line items, including whether the Health District is maximizing the reimbursements.

MOTION: Ms. Jung moved, seconded by Dr. Furman, that the Health District's Revenue and Expenditure Report for November 2009 be accepted as presented.

Motion carried unanimously.

PRESENTATION – FISCAL YEAR 2010/2011 BUDGET CALENDAR AND UPDATE

Ms. Coulombe advised that the Board members have been provided with a copy of the Fiscal Year 2010/2011 Budget Calendar; that she will be providing the Board a Budget update each month until the budget is adopted for FY 2011. Ms. Coulombe advised that the Budget Calendar "provides the key dates" of the budget process; that after the first of the year fiscal Staff will begin meeting with the Division Directors and Program Managers to begin the Health District's budget preparation. Ms. Coulombe the District Board of Health's Budget meeting "is typically in March"; that this year's meeting is scheduled for March 4, 2010, beginning at 1:00 pm.

Ms. Coulombe stated that the Board members have also been provided with a copy of a report from Mr. John Sherman, Finance Director, dated December 6, 2009, addressed to the Board of County Commissioners (a copy of which was placed on file for the record), specific to the FY 12 "kick-off" budget discussions. Ms. Coulombe stated that the County discussed "budget prioritization options, acknowledging the difficult budget decisions made by the BBC in FY 10 closing a gap of \$47 million." Ms. Coulombe stated "there was recognition that, again, FY 11 will be challenging; that reductions implemented during previous budget reduction cycles will have to be sustained." Ms. Coulombe advised that the Health District "will be allowed to be very flexible in reallocating resources, including possible reclassifications." Ms. Coulombe advised that January 26, 2010 is the date when the Finance Department will present "a comprehensive outlook of the revenue and first estimates of the General Fund deficit" to the Board of County Commissioners." Ms. Coulombe advised that in regard to the "structure" the County will be referring to 'priority groups' rather than the previous reference "of tiers"; that last year the Health District was in the second tier of "public health and safety."

Ms. Coulombe advised that Staff is dedicated to keeping the Board apprised of "any and all developments regarding the budget." Ms. Coulombe stated that Staff is aware the budgeting process "will be very challenging; at best the District's transfer will remain flat."

The Board thanked Ms. Coulombe for her update.

PUBLIC HEARING – DISTRICT BOARD OF HEALTH REGULATIONS GOVERNING AIR QUALITY MANAGEMENT

Chairman Humphreys stated that this item will be continued to the Board's February 25, 2010 meeting.

Chairman Humphreys stated that Mr. Goodrich has met with the Dry Cleaning Laundry Association to discuss the proposed Regulations; that Mr. Goodrich is awaiting a response from that discussion; therefore, it is important to continue to this Public Hearing.

APPOINTMENT – MR. RICHARD HARRIS – AIR POLLUTION CONTROL HEARING BOARD

Mr. Andrew Goodrich, Director, Air Quality Management, advised that Staff recommends the appointment of Mr. Richard W. Harris, Esquire, as the as the Nevada Licensed Attorney

representative to the Air Pollution Control Hearing Board for a three (3) year term, serving from December 17, 2009 through December 17, 2012. Mr. Goodrich advised that Mr. Harris would replace Ms. Alysa Keller who resigned.

MOTION: Mr. Gustin, moved seconded Ms. Ratti, that Mr. Richard W. Harris, be appointed to the Air Pollution Control Hearing Board for a period of three (3) years, serving from December 17, 2009 through December 17, 2012. Motion carried unanimously.

PRESENTATION – ACCEPTANCE – 2010 WASHOE COUNTY DISTRICT BOARD OF HEALTH MEETING CALENDAR

Dr. Anderson advised that the Board members have been provided with a copy of the proposed calendar dates for the Board of Health's meetings of 2010; that the March 4th date for the District Board of Health Budget meeting is tentative; however, she would request the Board members note that date in his/her personal calendars.

Ms. Coulombe stated that the time for the Budget meeting of March 4th is listed at 11:00 am; however, that should be changed to 1:00 pm to conform to the regular time of the Board of Health meetings.

Ms. Jung stated that she is scheduled to attend the National Association of County Officials (NACO); however, she will schedule her flight for March 5, 2010, to allow her to attend the Budget meeting.

It was the consensus of the Board that the annual Budget meeting be scheduled for Thursday, March 4, 2010, beginning at 1:00 pm.

Ms. Coulombe advised that Staff will schedule the required meeting with the jurisdictional managers to review the District's proposed budget "a couple days prior to the Board's budget meeting."

Mr. Smith advised that he will be unavailable to attend the June 24, 2010 meeting.

MOTION: Ms. Ratti moved, seconded by Ms. Jung, that the 2010 calendar schedule for the District Board of Health meetings be approved as amended. Motion carried unanimously.

REQUEST – DISTRICT BOARD OF HEALTH – APPROVAL – SUBMIT – GRANT APPLICATION
– NEVADA STATE HEALTH DIVISION – MATERNAL CHILD HEALTH FEDERAL
CONSOLIDATED PROGRAMS, SPECIAL PROJECT OF REGIONAL & NATIONAL
SIGNIFICANCE (SPRANS)

Ms. Candy Hunter, Public Health Nursing Supervisor, Community and Clinical Health Services, advised that she will be giving a power point presentation specific to the grant submission requested by the Nevada State Health Division. Ms. Hunter advised that this is a Title V Funding Project grant application to the Nevada State Health Division for Maternal Child Health Federal Consolidated Programs, Special Project of Regional and National Significance (SPRANS) to improve maternal child health outcomes, in the amount of \$58,000. Ms. Hunter stated that this "is a request from the Nevada State Health Division and is a grant that the Health District has historically received as block grant funding." Ms. Hunter advised that Title V "is one of the oldest national block grants; that it was developed in 1912 by the Social Security Administration.

Ms. Hunter presented the "Board of Health Check List for Newly Proposed Programs and Initiatives", advising that the information provided adheres to the "Operational Objectives" established by the Board of Health for all new programs and initiatives. Ms. Hunter reviewed in detail the checklist information (a copy of which was placed on file for the record and attached to the minutes), as to: "Do We Need This" ~ identifying the statute or regulations which mandates the program; identifying which of the "Ten Essential Services" is addressed; listing of the Board's priorities; describe a verifiable health need; describe; describe the impact if the program is not implemented'. Ms. Hunter reviewed in detail the checklist for "Can We Do This" ~ identifying the assets to accomplish the program requirements; could other community partners provide the service; would other community partners assist"; and "How Much it Will Cost" ~ providing a detailed budget; and listing any associated subcontracts.

Ms. Hunter advised that while there is no Statute or Regulation which mandates this program, *Nevada Revised Statute 442.150* "calls upon the Nevada State Health Division to work cooperatively with local health departments to improve Maternal Child Health (MCH) services. Ms. Hunter advised that Washoe County has a high percentage of Very Low Birth Weight (VLBW) infants born to teenagers 15-17 years; therefore, a goal is to work in conjunction with this age range of teenagers to "get them connected with a health care provider." In response to Mr. Gustin regarding "the average cost for a Neo-natal Intensive Care Unit (NICU) stay for these infants, Ms. Hunter that she is aware of incidences which cost approximately \$1.2 million for the extremely high risk infants.

In response to Mr. Gustin, Dr. Furman advised that the average care for a NICU baby is a minimum of \$400,000 – 1 million.

Mr. Gustin stated that the community should be advised as to the financial costs associated with the care of babies in the NICU.

Ms. Hunter stated that early intervention and improved prenatal care do result in major cost savings.

In response to Dr. Anderson regarding "Very Low Birth Weight", Ms. Hunter advised that "Very Low Birth Weight" is "less than 1500 grams (3.5 pounds)"; that the survival rate is dependent upon a number of factors. Ms. Hunt stated she was previously advised by an Infant Developmental Specialist that "an acceptable prematurity is 37 weeks gestation."

Ms. Hunter reviewed the potential "losses ~ lost opportunity to provide Public Health Nursing Program activities to address Washoe County maternal and child health needs; loss of funding to a program which experienced significant budget reductions during last fiscal year; and the potential loss of future state and federal funds supporting MCH activities.

Ms. Hunter advised that this is grant funding the Health District had previously for the "*Healthy Moms Healthy Babies Program*", which was a four (4) year Program in conjunction with the Pregnancy Center providing education and referrals.

Ms. Hunter reviewed the "Assets to Accomplish Program" component, advising that there currently is a Staff member with an expertise in the Maternal Child Health care and liaisons with the area hospital NICUs; that the funding is only offered to local health districts. Ms. Hunter advised that other public and private health care providers are collaborating partners who are willing to assist in this Program. Ms. Hunter advised that Staff is working with Title X Region IX to develop a "Preconception Health Campaign" to educate individuals "on how to be healthy before they become pregnant."

Ms. Hunter reviewed the costs associated with the Program, advising that a Public Health Nurse II would be assigned the Program at a cost of \$48,532 in personnel costs; \$4,400 for mileage (vicinity mileage with no travel expenses); and \$5,068 in supplies (i.e., gas cards and transportation vouchers to get women to health care appointments).

Ms. Hunter reviewed the "How Will We Measure Success", advising that Staff will provide periodic updates to the Board with a complete report at the end of the grant cycle. Ms. Hunter stated that

she anticipates "case management of 100+ clients"; that Staff will participate in the development of a Community and Health Care Provider Education Webinar presentation on preconception; that Staff will collaborate with the State Health Division on the State MCH Plan. Ms. Hunter stated that she has recently been elected Chair of the Nevada Maternal Child Health Advisory Board; that this grant provides an opportunity to "partner with them to make this grant work."

Ms. Hunt advised that Staff recommends the Board approve the request to apply for the Nevada State Health Division Maternal and Child Health Request for Grant Submission."

In response to Ms. Jung regarding any request for "matching County funds", Ms. Coulombe stated that "there is no required match"; however, "any grant always results in indirect costs for administrative processing including invoicing, etc." In response to Ms. Jung regarding the grant requiring "any new Staff", Ms. Coulombe stated that there would be no new Staff; that, as Ms. Hunter indicated the Program would rely on "existing per diem" Nurse positions for the Program. Ms. Coulombe stated that the grant would "provide new dollars" and in lieu of hiring a new Staff member CCHS would rely on "the existing Staff who has expertise; therefore, the existing Staff would be 'transferred' to these other dollars." Ms. Coulombe stated that "when new federal dollars are accepted those funds cannot be supplanted, which requires the level of effort to be maintained"; therefore, the positions necessary for this program would be "back-filled with existing per diems." Ms. Coulombe stated that "the individuals previously paid by County dollars would be paid through the grant dollars." In response to Ms. Jung regarding the grant requiring "no new budget items, no new line items, no additional per diem hours, etc.", Ms. Coulombe advised that "there would be new line items as it would require a budget amendment"; that the motion being requested is "whether or not Staff can proceed with the submittal of an application; that should the application be successful the CCHS Division would receive an award of \$58,000", which would be presented to the Board as a budget amendment and then would be presented to the Board of County Commissioners to amend the Health District's budget for inclusion in the current fiscal year." Ms. Coulombe advised that the \$58,000 is new dollars; however, there would be no request for additional General Fund dollars received from the County.

In response to Ms. Jung regarding this requiring an increase to the budget for the additional use of the per diem Nurses, Ms. Mary-Ann Brown, Director, Community and Clinical Health Services, advised that the per diem Nurses "will be working additional hours and paid by County dollars, which will be offset by the new dollars from the \$58,000; therefore, it would be neutral to the County's costs." Ms. Brown stated that the costs for the Public Health Nurse position for this program will be paid for by the new grant dollars; that the dollar savings from that position will be used to offset the additional hours of the per diems for the Program; that the per diems are all "non-permanent temporary employees defined in health care as per diems."

Ms. Jung thanked Staff for the information, advising that this allows her to have the additional information for the Board of County Commissioners.

Ms. Brown stated that during the Strategic Planning Session, she did discuss "the need for flexible temporary hours of work for these short-term grants, which she wants to be able to accept in an environment where everything has been cut." Ms. Brown stated that "this is important work Staff will be doing with the \$58,000"; that she does not "want to be in the position of 'hiring someone and then firing someone.'" Ms. Brown stated that she would be "redirecting existing Staff and backfilling with per diems."

Ms. Jung that should the District be awarded the grant, she would request that Staff present the information specific to the costs for an infant in NICU for the County, as the County does pay for these costs through the indigent care fund. Ms. Jung stated that historically these "mothers are the same individuals who do not have any insurance"; therefore, she would request "background information" for the Board of County Commissioners "as to how much the County would pay in indigent funding to the hospitals" for the care of these infants.

Mr. Gustin stated that the opportunity to save approximately \$400,000 per infant in NICU through the services provided by this grant would be invaluable "even if it only helps prevent one" NICU stay is worth the effort.

Ms. Brown stated that the work is "value added" as is the efforts associated with "preconception health and connecting pregnant women early with services." Ms. Brown stated that "simple educational efforts regarding the use of alcohol and methamphetamines and other drugs during pregnancy and the prevention of gastroschisis and other defects." Ms. Brown advised that "this is valuable work to prevent 'million dollar babies.'"

In response to Mr. Smith regarding the proposed six (6) month grant for approximately 100 clients, Ms. Brown advised that the intent is to provide the level of case management and referral(s) an individual client may require. Ms. Brown stated that a referral from Cyesis (the adolescent pregnancy center) would result in Staff working with the mother to establish a health care provider for her at which time the Health Department's involvement would be done "as she would have a provider and would be moving forward with a positive approach to the pregnancy"; however, there would be other clients in which it is more difficult to establish a relationship with a medical provider; therefore, "it would depend upon where the client is; that this would be "almost an individual plan for those 100 clients." Ms. Brown stated that the goals would be: 1) get the client established with a provider; 2) ensure educational information is provided, including smoking cessation programs,

etc. Ms. Brown stated that for the period of the grant Staff would work with "those 100 clients; that at the end of the grant cycle, "if there are clients in severe need of home visiting programs, Staff would consider these individuals as possible candidates for the Health District's "existing small home visiting program." Ms. Brown stated that Staff "would never abandon a client; that Staff would ensure the individual was referred to other community resources or would establish them as a client within the Home Visiting Nursing Program."

MOTION: Ms. Jung moved, seconded by Dr. Furman, that Staff be directed to submit a grant application to the Nevada State Health Division, in the amount of \$58,000, for Maternal Child Health Federal Consolidated Programs, Special Projects of Regional and National Significance (SPRANS) to improve maternal child health outcomes in Washoe County. Motion carried unanimously.

Dr. Anderson advised that she would request any input or comments from the Board regarding the "Check List" process utilized for this grant application and the previous application presented by Ms. Hadayia.

In response to Dr. Anderson, Ms. Jung stated that "it is an excellent process"; that should the grant application receive approval she would request the "Check List" be included in the "back-up materials for the Board of County Commissioners; that it is a good best practices for other departments."

Ms. Ratti stated that it is an excellent process; however, "it would be helpful for her for it to include a one paragraph general summary of what the funding source is, what the grant will achieve, etc. as part of the introduction."

Chairman Humphreys thanked the Board members for the comments.

STAFF REPORTS AND PROGRAM UPDATES

A. Director – Epidemiology and Public Health Preparedness

Dr. Randall Todd, Director, Epidemiology and Public Health Preparedness, presented his monthly Division Director's Report, a copy of which was placed on file for the record.

In response to Ms. Jung regarding the provision of immunization clinics in the schools within the Washoe County School District, Dr. Todd advised that as noted in his report, Staff will provide an H1N1 clinic in Gerlach and one in Incline Village as a Saturday event. Dr. Todd stated that Staff has requested the School District prepare a schedule of high schools which could be utilized as a "semi-closed POD location for the elementary and middle schools and that part of the community served by these schools" with the intent of conducting two (2) semi-closed PODS per week during the month of January and the first part of February. Dr. Todd stated that, although school age children have been the largest population receiving the H1N1 immunization at the clinics, this effort would be a significant impact to immunize school age children. Dr. Todd stated that Staff has noted a "significant decrease in the demand" for the H1N1 immunization; that last Saturday there were approximately 275 immunizations administered on Saturday, with approximately 370 being administered on Tuesday of this week, which is a significant reduction of the 1,500 – 2,000 that were being administered "a few weeks ago." Dr. Todd stated the H1N1 vaccine is now more readily available in a number of venues "other than just the Health Department."

In response to Mr. Gustin regarding the trend being an increasing demand for flu shots between November through January, Dr. Todd stated that historically there is an increased demand for seasonal flu shots between November and January; however, the H1N1 pandemic has been different than the seasonal flu in regard to when it began and the age group which was the most highly susceptible as compared to seasonal flu. Dr. Todd stated that last spring, when seasonal flu declines, there was a marked increase in H1N1 flu cases with a decrease in the number of cases reported in the late fall and winter months; that it is not known if there will be "a third wave of H1N1"; that with increased travel during the holidays there is the possibility of an increased number of cases after the holiday season; therefore, the Health District continues to promote receiving the H1N1 vaccine.

In response to Dr. Furman regarding "the role of school nurses" in these efforts, Dr. Todd stated that school nurses would not be utilized by Staff to administer immunizations as there is the issue of "medical supervision for them." Dr. Todd stated that currently the provision of services by school nurses is through "medical orders from the physician(s) who prescribed the medications"; therefore, there is no "school district medical director who would have the ability to issue standing orders to administer vaccinations to the students"; therefore, the immunizations will be administered by Health District Staff and qualified Medical Reserve Corps (MRC) volunteers.

B. Director – Community and Clinical Health Services

Ms. Mary-Ann Brown, Director, Community and Clinical Health Services, presented her monthly Division Director's Report, a copy of which was placed on file for the record.

Ms. Ratti referred to the 2009 Washoe County School District Risk Behavior Survey, specifically the "disturbing increase in the number of high school students committing suicide"; that "in seconding Dr. Health Morrison's (Washoe County School District Superintendent) "call to action." Ms. Ratti stated that "there are some disturbing trends across the board noted in the youth risk survey; that this is something to which "the community and community leaders have to pay attention." Ms. Ratti stated that she doesn't have any suggestions "on how to address this; however, perhaps there is a way the Health District can be a partner, as this is incredibly important."

Ms. Brown stated that she was in attendance when this data was released; that it is "very disturbing information"; that there was discussion regarding "all of the elements contained in the risk behavior survey (i.e., the use of alcohol, the beginning of sexual activity, driving, etc.) contribute to the suicide rate." Ms. Brown stated that because of the integrated factors in the increased risk behaviors the "response needs to be an integrated effort to address all of the fundamental needs, which place youth at risk." Ms. Brown stated that Staff will continue with "the resources available to be engaged in dialogue within the community and respond where possible."

Ms. Jung questioned how Washoe County or Nevada compares nationwide with these statistics.

In response to Ms. Jung, Ms. Brown advised the data was released for Washoe County at the press conference; that the State data will be released within two (2) weeks and then the national data will be presented, at which time a comparison will be provided. Ms. Brown stated that she can provide the Board with an update in a future Board report.

Ms. Jung questioned if the District's Public Information Officers and the Reno Sparks Convention and Visitors Authority could cooperate in a public announcement as to the success of the 9th Annual Child Abuse and Neglect Prevention Task Force Conference, specifically "the number or room nights generated." Ms. Jung stated the perception is "that government doesn't generate revenue or stimulate the economy; however, local government is an economic driver as Washoe County is the third largest employer in Washoe County." Ms. Jung stated that increased efforts in demonstrating government "does attract and maintain other jobs in the community"; that in today's economy it is important to demonstrate that "government is an economic driver for the community; that it is important to "counteract this perception with data."

In response to Ms. Jung, Ms. Brown stated that she was able to attend a portion of that conference; that "there was tremendous positive feedback from others, who want to engage others, as to how to combat this problem (child abuse and neglect) together."

Mr. Gustin stated that Ms. Jung presented "an excellent point"; that it isn't "just the numbers of those attending a conference" in the community "there is the multiplier effect of the people who serve at these conferences."

Mr. Gustin questioned the information of the 2009 Washoe County School District Youth Risk Behavior Survey Results and whether the use of drugs and tobacco among high school students is cyclical as the District has had concerted efforts to reduce drug and tobacco use among school age students.

In response to Mr. Gustin, Ms. Brown advised that "this is difficult to answer as there are a number of drivers encouraging the use of tobacco as the Health District attempts to discourage the use; that there is the additional stress from the 'state of the economy', etc." Ms. Brown stated there are marketing and advertising efforts that have been noted regarding tobacco and obesity issues, with efforts to counter those messages; that there is social marketing promoting "it being cool to engage in these behaviors." Ms. Brown stated that the effort is to "counter these promotions"; that as the Board is aware there "is large money promoting risk behaviors"; that Staff is attempting "various creative methods for combating these very serious risky behaviors in which youth are engaged." Ms. Brown stated that there was one (1) change in methodology in this survey process, which has not yet been analyzed; that previously "it was an active consent process for the youth participants (i.e., a permission slip signed by the parents and returned); however, this survey required a parental signature if the parent did not want their child to participate." Ms. Brown stated therefore, "there may be more of a cross-section of children who have less support at home versus those who have parents who are engaged and interested in allowing the child's participation." Ms. Brown stated that regardless of how the information was obtained it contained "disturbing facts regarding the young people in the community and there needs to be a continuing effort to decrease these risky behaviors." Ms. Brown stated that the Washoe County School District website contains the entire report, including how the survey data was collected.

Dr. Furman stated "there should be a closer look at the methodology being employed as some of it is not working that great; that there are other methods available which work better."

In response to Dr. Furman, Ms. Brown stated that "this is one of the few surveys specific to Washoe County and it is based on a national model' that it is the best available right now"; however, "there is always opportunity to consider other data and ways to improve."

In response to Ms. Jung regarding law enforcement participating in the efforts to reduce smoking, as she observes numerous situations in which "it is clear there are minors smoking."

In response to Ms. Jung, Ms. Brown advised that the School District Police were in attendance at this press conference and involved in this survey. Ms. Brown advised that she is a member of the Juvenile Detention Alternative Initiative, which includes law enforcement and many organizations focused on supportive programs and services that reduce criminal and risky behaviors by youths eliminating the need for detention. Ms. Brown stated that there are several other community groups in which law enforcement is involved; however, smoking may not be a high priority. In response to Ms. Jung regarding "issuing a ticket to minors caught smoking", Ms. Brown stated that it is illegal to sell smoking products to anyone younger than 18; however, it is not illegal for minors to be smoking.

Dr. Anderson stated that Mr. Phil Ulibarri, Child Abuse Prevention Program Development Officer, is to be commended, as he was instrumental in the efforts and activities of the Child Abuse and Neglect Prevention Task Force.

Ms. Brown stated she would advise Mr. Ulibarri of Dr. Anderson's comments.

C. Director – Environmental Health Services

Mr. Bob Sack, Director, Environmental Health Services, presented his monthly Division Director's Report, a copy of which was placed on file for the record.

In response to Ms. Jung regarding contacting the various Hispanic community agencies regarding illegal vendors, Mr. Sack advised Staff has contacted these agencies and offered to provide a presentation; however, there have been no requests received. Mr. Sack advised that Staff's efforts have been concentrated on those illegal vendors "who are part of select group of organized illegal vendors; that Staff is achieving progress" in addressing the problems with the "more organized illegal vendors." In response to Ms. Jung regarding the information for Mobile Food Unit Guidelines being available in Spanish, Mr. Sack advised that Staff does have the Guidelines available in Spanish.

Ms. Ratti stated that she has conferred with City of Sparks Code Enforcement regarding the issue of illegal food vendors; that currently the City of Sparks has "only one (1) Code Enforcement Officer"; therefore, she would request "Staff's understanding of the limited capacity at the City of Sparks' Code Enforcement.

In response Ms. Ratti, Mr. Sack stated that Staff is aware of the reduction at the City of Sparks; that divisions within all the entities "have been very understanding of reduced resources and staffing within each jurisdictional agency." Mr. Sack stated that the Health District's "actions have been based upon what the Health District has to do; however, there is communication with both cities as to the particular areas in which Staff is working"; that all entities are aware when the Health District "has taken corrective or enforcement action."

In response to Ms. Jung regarding promoting the Red Cross "*Scrubby Bear*" method of hand washing, Mr. Sack advised that Staff promotes the necessity of hand washing and is not promoting "a method of hand washing."

Ms. Jung stated her concern is that the "*Scrubby Bear*" presentation taught that those people who do wash their hands may not be doing it correctly; that she would suggest Staff contact the Red Cross regarding assisting the Health District in promoting the correct method of hand washing.

Mr. Sack stated that the "aspects of the hand washing promotion is not an on-going program"; that due to limited resources it is limited to an outreach education promotion at a number of community events. Mr. Sack stated that the program concentrates on the importance of hand washing rather than "the how to wash hands."

Ms. Jung stated that it is as important to promote the "how to wash hands as it is to promote hand washing"; that it is very important "to empower the public on how to do it correctly." Ms. Jung stated that she acknowledges the lack of funds; however, there are other resources available to assist the Health District "on how to do it correctly."

Ms. Jung stated that in regard to "limited outreach funding" for the iRefill promotion, etc., she would question if Staff has considered requesting the individual Board of Health members to "volunteer at certain events ~ perhaps once a month"; that she "would be more than willing to assist" Staff.

Mr. Sack stated that he will confer with Ms. Tracie Douglas, Public Information Officer for the Environmental Health Services Division, regarding "making arrangements."

D. Director – Air Quality Management

Mr. Andrew Goodrich, Director, Air Quality Management, presented his monthly Division Director's Report, a copy of which was placed on file for the record.

In response to Ms. Jung regarding the increase in the number of woodstove certificates issued from 2008 through 2009, Mr. Goodrich advised that the price of woodstoves have decreased; that there are "some stoves which qualify for a federal energy tax rebates"; therefore, the current economy may have stimulated an increase in the purchase of these units. Mr. Goodrich advised that any woodstove product sold in Washoe County must be Environmental Protection Agency (EPA) certified; therefore, these units are very efficient; that there is a prohibition against burning any wood burning unit during a red alert; however, the new EPA approved units burn very clean. Mr. Goodrich stated that there "may be a number of reasons for the increased sales of these units." In response to Mr. Smith regarding pellet stoves, Mr. Goodrich advised that pellet stoves are considered a "wood burning device." In response to Chairman Humphreys regarding a "red alert the burning of all solid fuel is prohibited, unless a residence has been registered with the Health District declaring that the wood burning device is the sole source of heat for the residence; that this is verified by the Health District." Mr. Goodrich advised that during a red alert burn ban all types of "burning is prohibited; that this includes all incinerators, the thirty (30) crematoriums, restaurants with wood-fired ovens, any commercial application, which utilizes solid fuel ~ all solid fuel devices, as the air quality has reached a level, which exceeds the Federal Health Standard."

Ms. Jung stated that at the Board of County Commissioners Retreat the members did a SWOT (Strength, Weaknesses, Opportunities and Threats) analysis, with "these couple of days of dangerous air quality being discussed." Ms. Jung stated that it is these issues "which drive the strategies and the goals, which then drive the budget appropriations"; therefore, during budget discussions Staff "should include this data." Ms. Jung stated that the County's mission statement addresses "a good quality of life in the region; therefore, during budget appropriations air quality "is connected to a County "strategic goal and plan, as everything is connected back to what the goals are." Ms. Jung stated that good air quality is an "issue economically and quality of life."

In response to Ms. Ratti regarding the discussions of the Board of County Commissioners Retreat, Ms. Jung stated that the Board of County Commissioners "did discuss the issue of illegal dumping, the need for more recycling and a possible Materials Recycling Facility (MRF)." Ms. Jung stated that all of these issues "have a genesis back to the goals and strategies and the Health District budget."

E. Administrative Health Services Officer

There was no monthly Administrative Health Services Officer Report this month.

F. District Health Officer

Dr. Mary Anderson, District Health Officer, presented her monthly Health Officer's Report, a copy of which was placed on file for the record.

Dr. Anderson stated that during the State and Local Health Officers meeting there was discussion as to "opening the availability to receive the H1N1 immunization to those individuals 25 years of age and older who have underlying health conditions"; however, there has now been the determination that as of December 18, 2009, anyone wishing to receive the H1N1 can do so.

Dr. Anderson stated that the State Board of Health met on December 11, 2009, with H1N1 being the topic of discussion; that "credit was given to all the local health districts for the significant efforts in administering as many immunizations to as many people as possible within a short duration of time." Dr. Anderson stated there was a separate mention by a member of the State Board of Health regarding Washoe County Health District for the efforts in "setting aside vaccine and offering clinics for health care providers."

In response to Ms. Jung regarding Washoe County's 'numbers', Dr. Anderson stated that Washoe County "did not attain the highest percentage of those immunized; that the Carson City Health District had the highest percentage of population immunized."

Ms. Jung questioned if the findings of the '*Self Prescription of Antibiotics by Latin Americans in Northern Nevada*' will be integrated in the clinic programs "to better understand the Latin American culture and provide culturally-competent care.

In response to Ms. Jung, Dr. Anderson stated that "there are programs that provide culturally-competent care."

In response to Ms. Jung, Ms. Brown advised that she participated in a State of Nevada two (2) day strategic planning meeting to discuss "cultural and linguistic competence" in the State Health

Division and those agencies which receive funding for various programs. Ms. Brown stated that a component of the Maternal Child Health grant application presented by Ms. Hunter will require the Health District to review "the cultural and linguistic competency." Ms. Brown stated that "this extends beyond the standard 'printing materials in Spanish and having translators available'; that it requires understanding the target population with whom the District is working regardless of geographic heritage, age, sexual orientation, etc.; that there are a number of cultures which require a higher level of competency." Ms. Brown advised that Ms. Padilla's findings "would fit into" this overall effort; that Staff will be performing the assessment as a component of the grant; that this "is very timely and there is a lot of effort to investigate beyond the surface level of cultural-competency."

Ms. Jung stated that she would commend Dr. Anderson for her efforts in promoting "the District's integration with the UNR School of Medicine" and the Health District's efforts to hire employees who were students educated in Nevada and previously worked within the Department. Ms. Jung stated that this partnering effort benefits the student and the County.

Dr. Anderson stated that there is a report prepared by Dr. John Packam was presented to the Legislative Committee on Health Care specific to "the Nevada system of higher education efforts to address the health care work force shortage in Nevada, which is very acute." Dr. Anderson stated that nationally Nevada "ranks 46th overall in the number of doctors per capita; and 49th or 50th in the number of Registered Nurses per capita." Dr. Anderson stated that this is the most recent data from 2008 and is an indicator of "some of the problems the State can expect to anticipate in the future without having an adequate number of health care providers for the aging and increasing population."

Ms. Ratti stated that this is the same exact issue for Social Workers, which also affects the population of the region.

The Board recessed at 2:40 pm and reconvened at 2:50 pm.

ANNUAL PERFORMANCE EVALUATION – DISTRICT HEALTH OFFICER

A. Discussion of the Evaluation and Possible Approval of the Board's Recommendation Specific to the Annual Performance Evaluation of the District Health Officer

Mrs. Janet Smith, Recording Secretary, advised that, in accordance with *Nevada Revised Statute* (NRS) 241.033(1), Dr. Anderson was advised of the Board's intent to review her professional competence in her capacity as the District Health Officer.

Chairman Humphreys advised this year the Board employed the same performance evaluation form utilized by the County for other Washoe County administrators; that this form is "more competency-driven than the previous format; that this is a more appropriate for Dr. Anderson's position." Chairman Humphreys stated that he appreciates the assistance provided by Washoe County Human Resource in Dr. Anderson's evaluation process. Chairman Humphreys advised that he met with Ms. Katey Fox, Director, Washoe County Human Resources, to review the results of the evaluations which were received by the Board of Health members; Health District Division Director's and community leaders (peer group).

Chairman Humphreys advised that Dr. Anderson did include a review of her accomplishments and achieved goals for this past year for each of the review groups. Chairman Humphreys reviewed Dr. Anderson's accomplishments, advising that she obtained her Fellowship from the American College of Preventive Medicine (ACPM) and was recertified as a physician [in Preventive Medicine and Aerospace Medicine]; that "to obtain a recertification in one field is a lot of work and to be certified and recertified in two (2) is very commendable." Chairman Humphreys stated that Dr. Anderson has again demonstrated she is very "involved in the community; in the Legislative activities, which was a "very large challenge this year due to the budget"; that there were staffing reductions, which were achieved "without any involuntary separations; reduced leased space usage involving the Air Quality Management Division relocating back to the 9th Street complex; and the management of the H1N1 pandemic, which has been on-going since April 2009.

Chairman Humphreys stated that "this has been a very difficult year; that during the review process Ms. Fox advised that in down economic times people tend to 'reflect on the situation as it is' (i.e., budget reductions, staffing limitations, work load, impact of H1N1, etc.) when doing an evaluation; therefore, the results of the evaluation process tend to be more critical."

Chairman Humphreys advised that the Board members were provided with a copy of the "summary of the performance evaluations; summaries of each of the groups (i.e., Board of Health members;

Division Directors and community leaders), who participated in the process" (copies of which were placed on file for the record.)

Chairman Humphreys stated that the ratings are from 1 – 5, with the results depicted by percentages within each of the ratings. Chairman Humphreys stated that, as the Board members are aware, Dr. Anderson "holds herself to a very high standard"; that he reviewed the percentage of the "all responses", which rated a "4 – 5 (with 4 being very good and 5 being outstanding) and determined that Dr. Anderson received 97.83% overall from community leaders; 79.50% overall from Division Directors; and 71.50% Board of Health members, "which is remarkable." Chairman Humphreys stated that "within the 3 – 5 range (good to outstanding), Dr. Anderson rated in the 90s and a 100% from community leaders." Chairman Humphreys stated that he reviewed Dr. Anderson's strengths and those areas in which there can be improvement; that he will be reviewing all of these with Dr. Anderson at a later meeting.

Chairman Humphreys reviewed comments received from community leaders, Division Directors and the Board of Health members during the evaluation review process. Chairman Humphreys reviewed the "targets and goals, which were listed in the process, by Board of Health members.

Ms. Ratti stated that "overall it is a very positive evaluation, which, as a Board member, is good to hear"; that she "was particularly very pleased to hear how high community leaders rated Dr. Anderson, as she is the most consistent 'public face' of the Health District"; that she "appreciates the community values her (Dr. Anderson) services."

Dr. Furman stated that Dr. Anderson has consistently received "high ratings" from the community leaders and continues to receive "high ratings in a number of areas from Division Directors and Board members." Dr. Furman stated he did note there was there has been a slight reduction in her ratings from the Board members and Division Directors from previous years. Dr. Furman reviewed those categories in which there were reductions in the ratings, advising these are the areas in which there can be improvements internally; that acknowledging the current budget circumstances can affect how people respond in an evaluation process, there is "room for improvement in these areas."

Mr. Gustin stated "the comments presented by Dr. Furman are appropriate"; however, these comments "are tied to the economic environment which currently exists"; that "this is his evaluation on that part of it." Mr. Gustin stated "his background, being in marketing, branding and visibility"; that in his tenure on the Board with two (2) different Health Officers, he has noted "a remarkable change in the 'branding and visibility' of the entire District; that this is crucial." Mr. Gustin stated

that "prior to his appointment to the Board he knew very little about the Board of Health or the District Health Department"; that Dr. Anderson's rating among community leaders is based upon the improved visibility of the Health District. Mr. Gustin stated that he observed these efforts "first-hand when Dr. Anderson met with him and the Acting Reno City Manager"; that "the visibility she has fostered in the community and what she is working to achieve ultimately may answer the 'questions' about strategic planning" and those areas in which she received a reduced rating. Mr. Gustin stated that "what she is doing is very positive and very valuable in the long-term"; that she is achieving the acceptance, the acknowledgement, the understanding of what the Health District is really supposed to do and what the mission is." Mr. Gustin stated that Dr. Anderson "is doing a very good job in that."

Ms. Jung stated "this is an excellent evaluation"; that Dr. Anderson receiving a rating of "average for planning and strategic thinking is more "an indictment of the economy and people being very scared." Ms. Jung stated that, although she is not involved in the "day-to-day involvement of operations of the Health District, she basis her impression of someone's ability as a leader by their direct reports." Ms. Jung stated that the Division Directors, Program Supervisors, and Public Information Officers (PIOs) who report to Dr. Anderson and the Board are excellent and committed to the District; that excellent Staff "do not remain if the leader isn't someone whom they are willing to follow." Ms. Jung stated that Dr. Anderson and the Staff are very knowledgeable and informed and keep the Board apprised, which she appreciates. Ms. Jung stated that, as Mr. Gustin commented, prior to becoming a member of the District Board of Health she was uninformed as to "what the District Board of Health did; that she was aware of the District Health Department; however, that was only at a peripheral level." Ms. Jung reiterated that "the excellent Staff of the Health District reflects the leader of the organization ~ Dr. Anderson"; that there may be areas of improvement; however, "Dr. Anderson is probably her worst critic regarding those areas." Ms. Jung stated that "she judges Dr. Anderson's performance by the knowledgeable information she receives at the meetings each month and the excellent Staff of this Department; that she has been 'wowed' in the year she has been on the Board." Ms. Jung stated that Dr. Anderson "does an incredible job; that all one has to do is review her Curriculum Vitae and her qualifications to know that we, as a County are lucky to have her." Ms. Jung stated that "she loves to work with people who love their job, particularly at a public servant level; that it is honorable and moral work; that Dr. Anderson achieves a standard that we should hope we could achieve across all forms of government across Washoe County."

Mr. Smith stated that he approves of this evaluation form; that "the list of awards and accomplishments Dr. Anderson has achieved is really, really amazing; that it is quite a list." Mr. Smith stated that "because of the economy, budget and everything else, Staff is unsure of where they are going with the budget shortfall." Mr. Smith stated that "as a manager and a leader, Staff requires her help in getting through these difficult times; that as the Board and District goes through these budget crisis it would be best for the Divisions if she would stay closer to them and

encourage them when things are going good." Mr. Smith stated that he acknowledges "it is difficult to manage an organization on a limited budget"; therefore, "it is important for all of the Division Directors to feel as though they are equal through your eyes." Mr. Humphrey stated that within the Division Director ratings "there was two (2) 5s and two (2) 3s; that he would like to see all of those as 5s." Mr. Smith stated that what Dr. Anderson has accomplished "in the community is wonderful and what she is doing in the Health Department is wonderful, too"; however, "during hard times it is hard for everyone; that as a manager she needs to manage that, too." Mr. Smith stated that Dr. Anderson "is doing a great job and that the Board really appreciates her; that these times are difficult as a Board member; therefore, he can imagine how difficult it is for Dr. Anderson." Mr. Smith stated that it is time to "move forward"; that should there be "a budget problem this year, as a Board member, he would appreciate more help; that last year he felt as though the Board members were being asked to make all the decisions; that he would appreciate more input from Dr. Anderson and Staff."

Chairman Humphreys stated that, as he advised, in reviewing the individual evaluation forms there are "comments, which provide opportunities to consider, including strategic planning, community service, Staff involvement and concerns"; that he will be discussing these with Dr. Anderson.

MOTION: Mr. Gustin moved, seconded by Mr. Smith, that the "above average" performance evaluation of Dr. Mary Anderson in her capacity as the Washoe County District Health Officer, be accepted as presented and discussed.

Motion carried unanimously.

Ms. Jung was excused at 3:15 pm.

B. Consideration of Current Compensation and Benefits for the District Health Officer

Chairman Humphreys advised that, due to the financial constraints of the County, Dr. Anderson has requested, for the past two (2) years, that no increase in compensation be considered for her as the Washoe County District Health Officer. Chairman Humphreys stated that Dr. Anderson has again requested "no increased financial compensation be considered by the Board"; however, he would recommend the Board consider an increase in "annual or personal leave as compensation." Chairman Humphreys stated that he and Dr. Anderson discussed an increase of "1 hour leave per pay period which equates to an additional 26 hours (or 3.25 days) annually."

MOTION: Mr. Gustin moved, seconded by Ms. Ratti, that Dr. Anderson, in her capacity as the Washoe County District Health Officer, be granted an additional one (1) hour of leave per pay period, which equates to twenty-


**six (26) hours (or 3.25) days annually, effective pay period 1 2010.
Motion carried unanimously.**

Dr. Anderson thanked the Board, advising that she "is very grateful to have such a diverse, talented and respectful Board with which to work."

BOARD COMMENT

Dr. Furman stated that the Marketing Committee has met and discussed issues related to IT (Information Technology), which the County is also in the process of discussing; that he would request an item on the January Board agenda specific to IT and social networking.

There being no further business to come before the Board, the meeting was adjourned at 3:45 pm.



MARY A. ANDERSON, MD, MPH, FACPM, DISTRICT HEALTH OFFICER
SECRETARY



JANET SMITH
RECORDER