

Washoe County District Board of Health Meeting Minutes

Members

Kitty Jung, Chair
Julia Ratti, Vice Chair
Oscar Delgado
Dr. George Hess
David Silverman
Dr. John Novak
Michael D. Brown

**Thursday, July 28, 2016
1:00 p.m.**

**Washoe County Administration Complex
Commission Chambers, Building A
1001 East Ninth Street
Reno, NV**

1. Roll Call and Determination of Quorum

Chair Jung called the meeting to order at 1:00 p.m.

The following members and staff were present:

Members present: Kitty Jung, Chair
Mike Brown
Dr. George Hess
Dr. John Novak
David Silverman

Members absent: Julia Ratti, Vice Chair
Oscar Delgado

Ms. Spinola verified a quorum was present.

Staff present: Kevin Dick, District Health Officer, ODHO
Leslie Admirand, Deputy District Attorney
Anna Heenan, Administrative Health Services Officer, AHS
Randall Todd, Director, EPHP
Linda Gabor, Public Health Nurse Supervisor, CCHS
Daniel Inouye, Air Quality Supervisor, AQM
Bob Sack, Director, EHS
Paula Valentin, Administrative Assistant 1, EHS
Amber English, Sr. Environmental Health Specialist, EHS
Brittany Dayton, Emergency Medical Services Coordinator, EPHP
Dawn Spinola, Administrative Secretary/Recording Secretary, ODHO

2. *Pledge of Allegiance

Mr. Sack led the pledge to the flag.

3. *Public Comment

As there was no one wishing to speak, Chair Jung closed the public comment period.

4. Approval of Agenda

July 28, 2016

Mr. Brown moved to approve the agenda for the July 28, 2016, District Board of Health regular meeting. Mr. Silverman seconded the motion.

Dr. Novak noted that the title of Item 11 referred to an April Emergency Medical Services meeting when in fact the report was for July.

Mr. Brown moved to approve the agenda as corrected. Mr. Silverman as the second also approved the change. The corrected agenda was approved five in favor and none against.

5. Approval of Draft Minutes

June 23, 2016

Dr. Novak moved to accept the minutes of the June 23, 2016 District Board of Health meeting as written. Dr. Hess seconded the motion which was approved five in favor and none against.

6. *Recognitions

A. Years of Service

- i. Suzanne Dugger, 15 years, hired 7/2/2001 – AQM
Mr. Dick requested Ms. Dugger stand and be recognized and attendees congratulated her with a round of applause. She will receive a commemorative certificate and a 15-year pin.

B. Years of Service/Retirement

- i. Susan Lampman, OSS, 20 years, hired 7/29/96, retiring 7/29/2016 – EHS
Ms. Lampman was not in attendance.

C. Retirements

- i. Norma Jackson, OA III, 10 years, hired 10/23/2006, retiring 7/29/2016 – EPHP
Ms. Jackson was not in attendance.

D. New Hires

- i. Amy Santos, OSS, hired 7/11/16 – EHS
- ii. Kristen Wofford, OSS, hired 7/11/16 – EHS

Ms. Valentin introduced Ms. Santos, reviewed her experience and qualifications, and stated she was happy that Ms. Santos had joined EHS. Attendees welcomed Ms. Santos with a round of applause. Ms. Wofford was not in attendance.

7. Consent Items

Matters which the District Board of Health may consider in one motion. Any exceptions to the Consent Agenda must be stated prior to approval.

A. Budget Amendments/Interlocal Agreements

- i. Approve the termination of an Interlocal Agreement between the Washoe County Health District and the University of Nevada School of Medicine for physician consulting services for the Immunization Program to be effective August 31, 2016; and if approved, authorize the Chair to sign the termination letter.
Staff Representative: Nancy Kerns-Cummins
- ii. Approve an Interlocal Agreement between the Washoe County Health District and the University of Nevada School of Medicine Integrated Clinical Services, Inc. and

- the University of Nevada School of Medicine Multispecialty Group Practice North, Inc., dba MEDSchool Associates North (MSAN), for physician consulting services for the Immunization Program for monthly installments of \$669.38 effective September 1, 2016; and if approved, authorize the Chair to execute the agreement.
Staff Representative: Nancy Kerns-Cummins
- iii. Accept a Subgrant Award from the State of Nevada Department of Health and Human Services, Division of Public & Behavioral Health for the period July 1, 2016 through June 30, 2017 in the total amount of \$62,284.00 (no required match) in support of the Community and Clinical Health Services Division (CCHS) Fetal Infant Mortality Review (FIMR) Program IO 11176 and authorize the District Health Officer to execute the Subgrant Award.
Staff Representative: Nancy Kerns-Cummins
 - iv. Accept Subgrant Amendment #1 from the State of Nevada Department of Health and Human Services, Division of Public & Behavioral Health retroactive to October 1, 2015 through September 30, 2016 for an additional \$55,722.00 (no required match) in support of the Community and Clinical Health Services Division (CCHS) Women, Infants and Children Program (WIC) Program, IO 10031 and authorize the District Health Officer to execute the Subgrant Amendment.
Staff Representative: Nancy Kerns-Cummins
 - v. Approve Subgrant Amendment #1 (to add Year 2 activities in Scope of Work) from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health, for the period April 1, 2015 through March 31, 2017 in support of the Centers for Disease Control and Prevention (CDC) Epidemiology & Laboratory Capacity (ELC) – Ebola Supplement Federal Grant Program, IO 11242; and if approved authorize the District Health Officer to execute the Subgrant Award.
Staff Representative: Patsy Buxton
 - vi. Retroactive approval of Notice of Subgrant Award from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health, for the period July 1, 2016 through May 17, 2020 in the total amount of \$32,279 (\$8,069.75 per year) in support of the Public Health Preparedness HPP Ebola Program, IO-11286; and if approved authorize the District Health Officer to execute the Subgrant Award.
Staff Representative: Patsy Buxton
 - vii. Retroactive approval of the Grant Agreement #A-00905416-1 from the U.S. Environmental Protection Agency (EPA) for funding in the amount of \$684,564 for the period 10/1/15 – 9/30/16 for the Air Quality Management, EPA Air Pollution Control Program, IO 10019.
Staff Representative: Patsy Buxton
- B. Recommendation to Uphold Citations Not Appealed to the Air Pollution Control Hearing Board
Staff Representative: Charlene Albee
- i. Toll Brothers, Case No. 1185, Citation No. 5534
 - ii. Silverado Homes, Case No. 1186, Citation No. 5535
- C. Acknowledge receipt of the Health District Fund Financial Review for June, Fiscal Year 2016
Staff Representative: Anna Heenan

Dr. Novak moved to accept the Consent Agenda as presented. Dr. Hess seconded the motion which was approved five in favor and none against.

Dr. Novak suggested approval of minutes be included with the other Consent agenda items in the future. Deputy District Attorney (DDA) Admirand opined there would be no impediment to that and stated she would research and confirm. Chair Jung noted the Board of County Commissioner's (BCC) minutes were approved under their Consent agenda.

Mr. Dick stated the budget was currently well in the black for the fiscal year just completed, and the Financial Review item on the next agenda would reflect that.

8. Review, discussion and possible adoption of the Business Impact Statements regarding Proposed Amendments to the Regulations of the Washoe County District Board of Health Governing Food Establishments (proposing deletion of sections 240.060 and 240.065 related to grades and grading of food establishments, addition of provisions from the U.S. Food and Drug Administration Model Food Code, as well as minor edits and formatting corrections) with a finding that the revised regulations do not impose a direct and significant economic burden on a business; nor do the revised regulations directly restrict the formation, operation or expansion of a business; and set a public hearing for possible adoption of the proposed revisions to the Regulations for August 25, 2016 at 1:00 pm.

Staff Representative: Amber English

Ms. English presented the staff report. She explained the revisions were being made so that they more closely matched the U.S Food and Drug Administration (FDA) Model Food Code. Additionally, a new facility grading system will be implemented.

Mr. Silverman thanked staff for a great job.

Chair Jung moved to adopt the Business Impact Statements regarding Proposed Amendments to the Regulations of the Washoe County District Board of Health Governing Food Establishments and set a public hearing for possible adoption of the proposed revisions to the Regulations for August 25, 2016 at 1:00 pm. Mr. Brown seconded the motion which was approved five in favor and none against.

Chair Jung announced there would be a marketing campaign designed to help the public understand the meanings of the symbols used in the new grading system.

9. *Presentation on Prescription Drug Abuse and Overdose Data for Washoe County

Presented by: Julia Peek, MHA, Deputy Administrator, Community Services, NDPBH

Ms. Peek and Dr. Stephanie Woodard from NDPBH provided a comprehensive Presentation on Prescription Drug Abuse and Overdose Data for Washoe County. The PowerPoint is located at the end of the following meeting packet:

https://www.washoecounty.us/health/board_committees/dboh/2016/files/072816_dboh_meeting_packet.pdf

Dr. Hess noted that at a point in very recent history, physicians were being encouraged to over-prescribe medication, to be certain that people were not in any pain. He suggested that the Health District and the State consider looking into that and reeducating physicians, sharing information about alternative methods.

Chair Jung noted recent studies had shown that opioids were not an optimal pain management solution. She requested demographic statistics showing the percentage of Washoe County citizens who had prescriptions for these medications and overdosed.

Chair Jung stated the Health District would act as a partner in supporting the State's efforts. She opined one of the root causes of the problem was poor mental health. She pointed out that Washoe County's human support programs were a model for other states and counties.

Chair Jung suggested the Public Health nurses should be conducting prescription drug use screenings during scheduled appointments at the clinic. Additionally, she requested an update regarding whether or not patients were being asked if they were food secure.

Chair Jung noted the BCC had doubled the amount that will be spent on the Community Assistance center, and the cities of Reno and Sparks had also augmented their budgets in support.

Chair Jung stated she and Mr. Dick had intended to attend Governor Sandoval's Prescription Drug Abuse Prevention Summit, to be held in Las Vegas August 31 and September 1, but that event conflicted with the State of the County presentation, so she would not be able to attend. She recommended another Board member attend as a subject matter expert to help craft policy.

Dr. Woodard explained national leaders and experts would be at the Summit to inform the group as to what has happened related to policy, legislation and funding to address the issue. There will be breakout sessions to study multi-pronged approaches. The goal is to compile recommendations that can be considered at the State level

Dr. Hess stated he would be interested in going.

Mr. Brown asked if the overdose intervention being utilized through Reno Police Department would be shared with any other law enforcement agencies in Washoe County. Ms. Peek stated it would, and noted they also planned to work with the jails. Intervention progress would be tracked to ensure its effectiveness.

10. Regional Emergency Medical Services Authority

Presented by Don Vonarx and Kevin Romero

A. Review and Acceptance of the Compliance Report for June 2016

Dean Dow, President and CEO of REMSA, introduced the item and offered to answer questions.

Dr. Novak commended Mr. Dow on the fact the response times were decreasing. He asked if the additional units added impact the response time. Mr. Dow stated they did. He elaborated on the additional staff and equipment and opined the response times would continue to decrease.

Dr. Novak moved to accept the Compliance Report. Mr. Brown seconded the motion which was approved five in favor and none against.

*B. Update concerning the implementation of the updated REMSA franchise response map

*C. Operations Update for June 2016

Mr. Romero noted June kicked off special events season. Shortly following an Ebola transport training exercise, REMSA was requested to transport a patient suspected of having Ebola. All aspects had gone smoothly. REMSA had provided mutual aid to the Fire District and had hosted a visit from the Emergency Medical Services (EMS) Chief and executive staff from Trinidad, CO, sharing EMS operations information.

Dr. Hess noted very few of the survey responses included the ages of the responder. Mr. Romero stated he would review the surveys and report back to the Board.

Dr. Novak suggested staff be honest with children about what is occurring during an emergency. He stated he supported the way the penalty funds had been expended.

11. *Regional Emergency Medical Services Advisory Board July Meeting Summary

Staff Representative: Christina Conti

Dr. Todd noted EMS oversight staff had attended the Pre-Hospital Advisory Committee meeting and presented initiatives to improve the overall EMS system. Some staff also attended national-level training and had brought ideas back to the EMS Advisory Board (EMSAB) for possible regional implementation.

Dr. Todd went on to explain the EMSAB had approved an meeting item indicating the Washoe County EMS program should receive EMS and EMS-related call data from the fire departments from both their Computer-Aided Dispatch (CAD) systems and their Risk Management Solutions (RMS) databases. There had also been discussion about the CAD-to-CAD linkage. The Fire department CAD systems are being updated and the ability for their systems and REMSA's to interact will be an important step in improving regional response.

Mr. Brown noted the City of Reno owns the Tiburon CAD program that is pushed to both the County and Sparks, and progress has slowed due to be sure the contracts currently in place can be used between the agencies. Mr. Dick asked if that was still the current status and Chief Nolan stated things were moving forward.

Chief Nolan indicated that response data was being provided to the Health District now but that the CAD-to-CAD linkage should help resolve some of the issues surrounding that. Chair Jung asked if all the data would be transferred electronically when the CAD-to-CAD linkage was complete so that it could be compared year-over-year. Chief Nolan stated that was essentially correct, but it would depend on the type of data being requested. He noted it would also provide the opportunity to implement the Automatic Vehicle Locator tracking, which will also help improve the system. Chair Jung stated she wanted to data to eventually become completely automated so that it would arrive in its original, unsanitized condition.

Mr. Dick stated it was not clear to him that all data requested from the Fire agencies has been provided, and requested clarification. DDA Admirand interjected, opining the discussion was diverting away from the agenda item. Chair Jung stated she would be reaching out to Council members Ratti and Delgado to make them aware that data issues still exist.

12. Discussion and possible approval of immediate implementation of a northern boundary clarification of the Washoe County REMSA ambulance franchise service

Staff Representative: Christina Conti

Ms. Dayton reviewed the staff report, explaining that the Gerlach volunteer fire boundary was not clear at the time the Franchise Agreement was approved and that further work had revealed that a number of homes within the Palomino Valley area could fall into the Gerlach area response zone. Staff reviewed the area impacted by the proposed "rural fire boundary" and found that a response from Gerlach would be lengthy, not a best practice, and recommended the REMSA service boundary be clarified so the Palomino Valley would be covered within the REMSA franchise area. The EMSAB approved the presentation on July 7, 2016, and directed staff to present to the District Board of Health for approval.

Kathy Brandhorst discussed concerns about proper identification of injured persons.

Mr. Brown moved to approve of immediate implementation of a northern boundary clarification of the Washoe County REMSA ambulance franchise service. Dr. Novak seconded the motion which was approved five in favor and none against.

13. Discussion and Possible Adoption of Amended Board Bylaws and Proposed Rules, Policies and Procedures. [Ratti, Hess]

Staff Representative: Kevin Dick

Mr. Dick explained the items had been introduced at the July meeting and were being presented for adoption. He suggested the motion include Dr. Novak's suggestion of including the minutes in the Consent agenda. Dr. Hess asked if there were any legal obstructions and DDA Admirand stated she had not found any.

Kathy Brandhorst discussed the importance of abiding by established laws and rules.

Dr. Novak suggested the Board add to the Rules that each non-officer be assigned to a department or division to meet with the director at least quarterly and report back to the Board. The District Health Officer (DHO) will attend the meetings. The goal is to increase communication and let the Board know the District's future plans and needs. The assignments would be made by the Chair annually to provide opportunity for rotation.

Chair Jung summarized, stating they would be Board liaisons who would become subject matter experts to help guide direction. She noted it was important to maintain the DHO's authority.

DDA Admirand opined the Board could vote on the Bylaws, but suggested the Rules be brought back after the new language had been included.

Dr. Novak moved to adopt the Bylaws. Dr. Hess seconded the motion which was approved five in favor and none against.

14. *Staff Reports and Program Updates

- A. Air Quality Management, Charlene Albee, Director
Program Update, Divisional Update, Program Reports

Mr. Inouye stated he had nothing to add but was available for questions.

- B. Community and Clinical Health Services, Steve Kutz, Director
Divisional Update – Patagonia Health; Program Reports

Ms. Gabor introduced herself as the Acting Director for CCHS. She explained that clients who come to the clinics are asked if they are aware of options for obtaining food in the community and are provided with resource information.

- C. Environmental Health Services, Bob Sack, Director
EHS Division and Program Updates - Food, Land Development, Vector-Borne Disease, Waste Management and EHS Inspections / Permits / Plan Review

Mr. Sack discussed a sewage problem in a neighborhood in Panther Valley and the steps that were being taken to alleviate it. This would include constructing a sewer line to which residents would be required to connect. He noted they were working to mitigate the costs to the citizens.

Dr. Hess encouraged positive news about the situation be distributed through the media.

Mr. Dick stated a neighborhood meeting was targeted to be scheduled before the end of August.

Mr. Brown complemented Mr. Sack and his staff on a positive customer service experience that had affected numerous citizens.

Dr. Novak asked if the amount of spraying for mosquitos and larvae was typical or higher than normal. Mr. Sack confirmed it was normal. He noted new traps had been added to look for the mosquitos that carry the Zika virus.

D. Epidemiology and Public Health Preparedness, Dr. Randall Todd, Director
Program Updates for Communicable Disease, Public Health Preparedness, and
Emergency Medical Services

Dr. Todd stated he had nothing to add.

E. Office of the District Health Officer, Kevin Dick, District Health Officer
Strategic Planning, Regional License/Permit Program, Legislature, Prescription Drug
Abuse, Quality Improvement, Truckee Meadows Healthy Communities (TMHC),
Community Health Improvement Plan, Other Events and Activities and Health District
Media Contacts

Mr. Dick explained a quarterly strategic planning progress report would be provided to the Board, the first will be presented in October. Staff has been busy developing an action plan around the initiatives. OnStrategy has provided software that will allow for tracking and reporting of progress.

Mr. Dick explained the major components of the regional license/permitting software platform project. He noted the implementation date had been pushed back from December 21, 2015 to August 22, 2016. It seemed increasingly unlikely that the system would be ready to go live on that date. The decision to go live or not will be made by the Oversight Group on August 15. The testing process continues to uncover more issues that must be addressed before the system can be considered fully functional.

Mr. Dick stated the Legislature was essentially already underway. A substantial number of Bill Draft Requests (BDRs) have already been submitted, and staff is preparing for the session. Inquiries have been coming in about recommendations made to the Legislative Healthcare Committee, potentially indicating broader support.

Mr. Dick stated he had met with representatives from the Sheriff's Office and Social Services to discuss what other communities are doing in response to the Opioid epidemic. The group discussed increasing the County's leadership role. A plan will be developed to address treatment/intervention, prevention and outreach, and Mr. Dick will report back to the Board on progress.

15. *Board Comment

None.

16. *Public Comment

Kathy Brandhorst expressed concerns regarding the behavior of other residents in the complex where she lives.

17. Adjournment

Chair Jung adjourned the meeting at 2:39 p.m.

Respectfully submitted,



Kevin Dick, District Health Officer
Secretary to the District Board of Health



Dawn Spinola, Administrative Secretary
Recording Secretary

Approved by Board in session on August 25, 2016.