

## **Washoe County District Board of Health Meeting Notice and Agenda**

### **Members**

Kitty Jung, Chair  
Dr. John Novak, Vice Chair  
Oscar Delgado  
Dr. George Hess  
Kristopher Dahir  
Michael D. Brown

**Thursday, April 27, 2017  
1:00 p.m.**

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

---

**Items for Possible Action.** All items numbered or lettered below are hereby designated for possible action as if the words “for possible action” were written next to each item (NRS 241.020). An item listed with asterisk (\*) next to it is an item for which no action will be taken.

**1:00 p.m.**

- 1. \*Roll Call and Determination of Quorum**
- 2. \*Pledge of Allegiance**
- 3. \*Public Comment**

Any person is invited to speak on any item on or off the agenda during this period. Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item.

- 4. Approval of Agenda**  
April 27, 2017
- 5. \*Recognitions**

**A. Years of Service**

- i. Jim Shaffer, Vector Coordinator, 15 years, hired 4/1/2002 - EHS
- ii. Erin Dixon, Public Health Supervisor, 15 years, hired 4/22/2002 - CCHS
- iii. Maricela Caballero, Human Services Support Specialist, 20 years, hired 4/28/1997 – CCHS
- iv. Phillip Ulibarri, Public Health Communications Program Manager, 25 years, hired 4/6/1992 – ODHO

**B. New Hires**

- i. Susan Hopkins, 3/27/2017, Office Assistant II – EHS

**C. Promotions**

- i. Mike Crawford from Air Quality Specialist I to Air Quality Specialist II, 3/21/2017 - AQM

D. Reclassification

- i. Carmen Mendoza from Office Assistant III to Office Support Specialist, 2/24/2017 - EPHP

E. Resignation

- i. Tim (Cuauhtemoc) Buitron – 4/4/2017, Office Assistant II - 12 years - EPHP

**6. 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. Approval of Draft Minutes

March 23, 2017

B. Budget Amendments/Interlocal Agreements

- i. Approve a Notice of Subgrant Award from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health in the total amount of \$371,850 retroactive to April 1, 2017 through June 30, 2018 in support of the Community and Clinical Health Services Division (CCHS) Immunization Program Internal Orders #10029 and #11319 and authorize the District Health Officer to execute the Notice of Subgrant Award.

Staff Representative: Nancy Kerns-Cummins

- ii. Approve a Notice of Subgrant Award from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health in the total amount of \$129,630 retroactive to January 1, 2017 through December 31, 2017 in support of the Community and Clinical Health Services Division (CCHS) Sexually Transmitted Disease Prevention and Control Program IO# 10014 and authorize the District Health Officer to execute the Notice of Subgrant Award.

Staff Representative: Nancy Kerns-Cummins

- iii. Approve a Notice of Subgrant Award from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health in the total amount of \$109,098 retroactive to January 1, 2017 through December 31, 2017 in support of the Community and Clinical Health Services Division (CCHS) Tuberculosis Prevention and Control Program, IO# 10016 and authorize the District Health Officer to execute the Notice of Subgrant Award.

Staff Representative: Nancy Kerns-Cummins

- iv. Approve a Subgrant Award from the State of Nevada Department of Health and Human Services, Division of Public & Behavioral Health retroactive to January 1, 2017 through December 31, 2017 in the total amount of \$65,990 (no required match) in support of the Community and Clinical Health Services Division (CCHS) HIV Surveillance Program IO# 10012 and authorize the District Health Officer to execute the Subgrant Award.

Staff Representative: Nancy Kerns-Cummins

- v. Approve a Notice of Award from the U.S. Department of Health and Human Services, Public Health Service retroactive to April 1, 2017 through March 31, 2018 in the total amount of \$508,000 (\$50,800 Health District cash match) in support of the Community and Clinical Health Services Division (CCHS) Title X Family Planning Grant Program, IO# 11304.

Staff Representative: Nancy Kerns-Cummins

- vi. Approve Intrastate Interlocal Contract between the State of Nevada, Department of Conservation and Natural Resources, Division of Environmental Protection, Bureau of Corrective Actions and the Washoe County Health District for the period July 1, 2017 through June 30, 2021 in the total amount of \$812,000 (\$203,000 per fiscal year) in support of the Environmental Health Services Division (EHS) Underground Storage Tank (UST) Program, IO 10023; and if approved, authorize the District Health Officer to execute the Agreement.  
Staff Representative: Patsy Buxton
  - vii. Retroactive approval of Grant Agreement #A-00905417-0 from the U.S. Environmental Protection Agency (EPA) for funding in the amount of \$547,651 for the period 10/1/16 through 9/30/17 for the Air Quality Management, EPA Air Pollution Control Program, IO 10019 and authorize the District Health Officer to execute the Grant Agreement.  
Staff Representative: Patsy Buxton
  - viii. Retroactive Approval of Assistance Amendment PM-00T56401-3 from the U.S. Environmental Protection Agency (EPA) for the period 4/1/17 through 3/31/18 for the Air Quality Management, EPA Air Pollution Control Program, IO 10021 and authorize the District Health Officer to execute the Assistance Amendment.  
Staff Representative: Patsy Buxton
  - ix. Retroactively approve FY17 Purchase Order 4500037640 issued to Adapco Inc. (Bid#2955-16) in the amount of \$156,364.60 for Mosquito Abatement Products, on behalf of the Environmental Health Services Division of the Washoe County Health District; Approve FY18 and FY19 Purchase Requisition (#TBD) to be issued to Adapco Inc. (Bid#2955-16) for Mosquito Abatement Products, in an amount not to exceed available funding within the FY18 and FY19 Washoe County Health District adopted budget.  
Staff Representative: Patsy Buxton
- C. Acknowledge receipt of the Health Fund Financial Review for March, Fiscal Year 2017  
Staff Representative: Anna Heenan
  - D. Approval of authorization to travel and travel reimbursements for non-County employee Dr. John Novak in the approximate amount of \$2,250, to attend the NALBOH Board Meeting and the 2017 NALBOH Conference in Cleveland, Ohio, July 31 – August 4, 2017  
Staff Representative: Kevin Dick
- 7. \*Presentation of the Draft Plans of the 2040 Regional Transportation Plan (RTP) and the Bicycle and Pedestrian Master Plan**  
Presented by: Amy Cummings of the Regional Transportation Commission
  - 8. Regional Emergency Medical Services Authority**  
Presented by Don Vonarx and Kevin Romero
    - A. Review and Acceptance of the REMSA Operations Report for March 2017
    - \*B. Update of REMSA’s Public Relations during March 2017
  - 9. \*Regional Emergency Medical Services Advisory Board April Meeting Summary**  
Staff Representative: Christina Conti

**10. Policy discussion and direction to staff regarding waiver of permit fees for properties affected by the North Valleys flooding**

Staff Representative: James English

**11. Presentation and possible acceptance of a progress report on the 2016-2018 Strategic Plan and adjustment to progress reporting schedule**

Staff Representative: Kevin Dick

**12. \*Presentation of effects of legalized recreational marijuana on Health District programs and discussion of other potential public health impacts**

Staff Representative: Kevin Dick

**13. Update regarding the 2017 Legislative session**

Staff Representative: Kevin Dick

**14. \*Staff Reports and Program Updates**

**A. Air Quality Management, Charlene Albee, Director**

Program Update, Divisional Update, Program Reports

**B. Community and Clinical Health Services, Steve Kutz, Director**

Program Update – National STD Awareness Month; Divisional Update – Training Day, Patagonia Health and Insurance Contracts; Data & Metrics; Program Reports

**C. Environmental Health Services, Kevin Dick, Acting Director**

EHS Division and Program Updates – Childcare, Food, IBD, Schools, Vector-Borne Disease and Waste Management

**D. Epidemiology and Public Health Preparedness, Dr. Randall Todd, Director**

Program Updates for Communicable Disease, Public Health Preparedness, and Emergency Medical Services

**E. Office of the District Health Officer, Kevin Dick, District Health Officer**

District Health Officer Report –FY17-18 Budget, North Valleys Flooding, EHS Management, Quality Improvement, Public Health Accreditation, County Health Rankings, Community Health Improvement Plan, Workforce Development, Annual Report, Truckee Meadows Healthy Communities, Other Events and Activities and Health District Media Contacts

**15. \*Board Comment**

Limited to announcements or issues for future agendas.

**16. \*Public Comment**

Any person is invited to speak on any item on or off the agenda during this period. Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item.

**17. Adjournment**

---

**Possible Changes to Agenda Order and Timing.** Items on the agenda may be taken out of order, combined with other items, withdrawn from the agenda, moved to the agenda of another later meeting; moved to or from the Consent section, or they may be voted on in a block. Items with a specific time designation will not be heard prior to the stated time, but may be heard later. Items listed in the Consent section of the agenda are voted on as a block and will not be read or considered separately unless withdrawn from the Consent agenda.

**Special Accommodations.** The District Board of Health Meetings are accessible to the disabled. Disabled members of the public who require special accommodations or assistance at the meeting are requested to notify Administrative Health Services in

writing at the Washoe County Health District, PO Box 1130, Reno, NV 89520-0027, or by calling 775.328.2416, 24 hours prior to the meeting.

**Public Comment.** During the “Public Comment” items, anyone may speak pertaining to any matter either on or off the agenda, to include items to be heard on consent. For the remainder of the agenda, public comment will only be heard during items that are not marked with an asterisk (\*). Any public comment for hearing items will be heard before action is taken on the item and must be about the specific item being considered by the Board. In order to speak during any public comment, each speaker must fill out a “Request to Speak” form and/or submit comments for the record to the Recording Secretary. Public comment and presentations for individual agenda items are limited as follows: fifteen minutes each for staff and applicant presentations, five minutes for a speaker representing a group, and three minutes for individual speakers unless extended by questions from the Board or by action of the Chair.

**Response to Public Comment.** The Board of Health can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. During the public comment period, speakers may address matters listed or not listed on the published agenda. The *Open Meeting Law* does not expressly prohibit responses to public comments by the Board of Health. However, responses from the Board members to unlisted public comment topics could become deliberation on a matter without notice to the public. On the advice of legal counsel and to ensure the public has notice of all matters the Board of Health will consider, Board members may choose not to respond to public comments, except to correct factual inaccuracies, ask for Health District Staff action or to ask that a matter be listed on a future agenda. The Board of Health may do this either during the public comment item or during the following item: “Board Comments – Limited to Announcement or Issues for future Agendas.”

**Posting of Agenda; Location of Website.**

Pursuant to NRS 241.020, Notice of this meeting was posted at the following locations:

Washoe County Health District, 1001 E. 9th St., Reno, NV  
Reno City Hall, 1 E. 1st St., Reno, NV  
Sparks City Hall, 431 Prater Way, Sparks, NV  
Washoe County Administration Building, 1001 E. 9th St, Reno, NV  
Washoe County Health District Website [www.washoecounty.us/health](http://www.washoecounty.us/health)  
State of Nevada Website: <https://notice.nv.gov>

**How to Get Copies of Agenda and Support Materials.** Supporting materials are available to the public at the Washoe County Health District located at 1001 E. 9<sup>th</sup> Street, in Reno, Nevada. Ms. Laura Rogers, Administrative Secretary to the District Board of Health is the person designated by the Washoe County District Board of Health to respond to requests for supporting materials. Ms. Rogers is located at the Washoe County Health District and may be reached by telephone at (775) 328-2415 or by email at [lrogers@washoecounty.us](mailto:lrogers@washoecounty.us). Supporting materials are also available at the Washoe County Health District Website [www.washoecounty.us/health](http://www.washoecounty.us/health) pursuant to the requirements of NRS 241.020.