

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
Tom Young

**Thursday, September 28, 2017
1:00 p.m.**

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

**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 – (For possible action)**
September 28, 2017
- 5. *Recognitions**

A. Promotions

- i. Angela Penny from Public Health Nurse to Public Health Nurse Supervisor, 9/5/2017 – CCHS
- ii. Stephanie Chen from Intermittent Hourly to Permanent Health Educator I, 8/28/2017 - CCHS

B. Years of Service

- i. Judy Medved-Gonzalez, Public Health Nurse II, 20 years, hired 6/23/1997- CCHS

C. Terminations

- i. Sara Behl, Director of Programs and Projects, 15 years – ODHO

- 6. Consent Items – (For possible action)**

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 – **(For possible action)**

August 24, 2017

B. Budget Amendments/Interlocal Agreements – **(For possible action)**

i. Accept Subgrant Amendment #1 from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health, retroactive to April 1, 2017 through June 30, 2018 reducing the amount of the original award by \$15,618.00 to a new total of \$356,232.00 in support of the Community and Clinical Health Services Division Immunization Program Internal Orders #11319 and #10029 and authorize the District Health Officer to execute the Subgrant Amendment.

Staff Representative: Nancy Kerns Cummins

ii. Retroactive approval of Assistant Amendment #A-00905417-1 from the U.S. Environmental Protection Agency (EPA) for funding in the amount of \$684,564 for the period 10/1/16 through 9/30/17 for the Air Quality Management, EPA Air Pollution Control Program, IO 10019.

Staff Representative: Patsy Buxton

iii. Retroactive Approval of Assistance Amendments PM-00T56401-4 and PM-00T56401-5 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.

Staff Representative: Patsy Buxton

iv. Retroactive Approval of Notice of Grant Award #1U18FD006275-01 from the U.S. Food and Drug Administration for the period 9/1/17 through 6/30/18 in the total amount of \$70,000 for the Advancing Conformance with the Voluntary National Retail Food Regulatory Program Standards program within Environmental Health Services, IO 11088.

Staff Representative: Patsy Buxton

v. Approve a Subgrant Award from the State of Nevada Department of Health and Human Services, Division of Public & Behavioral Health effective October 1, 2017 through September 30, 2018 in the total amount of \$1,062,147 (no required match) in support of the Community and Clinical Health Services Division (CCHS) Women, Infants and Children (WIC) Program IO# 10031 and authorize the District Health Officer to execute the Subgrant Award.

Staff Representative: Nancy Kerns Cummins

C. Approve donation of various obsolete equipment with a current market value estimated at \$-0- to other air monitoring agencies in need of such equipment coordinated by National Association of Clean Air Agencies (NACAA); and if no interest received from other air monitoring agencies, donate the equipment to The Atmospheric Sciences Program at the University of Nevada, Reno. – **(For possible action)**

Staff Representative: Patsy Buxton

D. Approval of Memorandum of Understanding (MOU) between the Washoe County Health District and the United States Department of Agriculture, Forest Service, Region-4, Humboldt-Toiyabe National Forest and Region 5, Lake Tahoe Basin Management Unit; and if approved, authorize the Chair to execute. – **(For possible action)**

Staff Representative: Patsy Buxton

- E. Approval of the Workforce Development Plan - (**For possible action**)
Staff Representative: Kevin Dick
 - F. Acknowledge receipt of the Health Fund Financial Review for August, Fiscal Year 2018 – (**For possible action**)
Staff Representative: Anna Heenan
 - 7. ***Presentation: Truckee Meadows Regional Planning Agency 2017 Regional Plan Update**
Presented by: Lauren Knox
 - 8. **Regional Emergency Medical Services Authority**
Presented by: JW Hodge
 - A. Review and Acceptance of the REMSA Operations Report for August 2017 – (**For possible action**)
 - *B. Update of REMSA’s Public Relations during August 2017
 - 9. **Discussion of Process and Presentation of Evaluation Forms for the District Health Officer’s Annual Review and Possible Direction to Staff to conduct the evaluation. - (**For possible action**)**
Presented by: Chair Kitty Jung
 - 10. ***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 Report – Fetal Infant Mortality Review Program; Divisional Update – New Public Health Nurse Supervisor; Data & Metrics; Program Reports
 - C. **Environmental Health Services, Kevin Dick, Acting Director**
EHS Division and Program Updates – Food, Land Development, 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 – Water System Regulation and Plan Reviews, Regional Business License and Permits Program, Public Health Accreditation, Community Health Needs Assessment, Truckee Meadows Healthy Communities, Board Member Engagement, Other Events and Activities, and Health District Media Contacts
 - 11. ***Board Comment**
Limited to announcements or issues for future agendas.
 - 12. ***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.
 - 13. **Adjournment – (**For possible action**)**
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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
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. 9th 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. Supporting materials are also available at the Washoe County Health District Website www.washoecounty.us/health pursuant to the requirements of NRS 241.020.