

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

PLEASE NOTE LOCATION

Members

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

**Thursday, December 14, 2017
1:00 p.m.**

**Washoe County Administration Complex, Building B
Health District South Conference Room
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)**
December 14, 2017
- 5. *Recognitions**

A. Years of Service

- i. John Fuller – EHS – hired 11/5/1975, retired 2/14/2003. Hired as Intermittent Hourly Environmentalist II on 4/2/2004, retired 11/7/2017. Total of 40 years and 10 months.
- ii. Judith Saum – EHS - hired 8/22/1994, retired 8/25/2009. Hired as Intermittent Hourly Environmentalist II on 1/31/2011, retired 10/31/2017. Total of 28 years and six months.
- iii. Angela Tibaduiza. 25 years, hired 12/28/1992 – CCHS
- iv. Kelli Goatley-Seals, 15 years, hired 11/4/2002 – CCHS
- v. David Gamble, 5 years, hired 12/3/2012 – EPHP

B. Retirements

- i. Angela Tibaduiza, 12/14/2017, WIC Human Support Specialist II - 25 years – CCHS

C. New Hires

- i. Chad Westom, 10/30/2017, EHS Division Director – EHS

6. Proclamations – (For possible action)

Radon Action Month Proclamation

7. 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)

- i. October 26, 2017
- ii. November 2, 2017

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

- i. Approve a Sub-Grant Award from the State of Nevada Department of Health and Human Services, Division of Welfare and Supportive Services retroactive to October 1, 2017 through September 30, 2018 in the total amount of \$82,963 (\$25,000 non-federal match required) in support of the Community and Clinical Health Services Division Chronic Disease Prevention Program IO#11452 and authorize the District Health Officer to execute the Sub-Grant Award.

Staff Representative: Nancy Kerns-Cummins

- ii. Approve a Subgrant Award from the State of Nevada Department of Health and Human Services, Division of Public and Behavioral Health retroactive to October 1, 2017 through September 30, 2018 in the total amount of \$15,000 (no match required) in support of the Community and Clinical Health Services Division Tuberculosis Prevention Program IO#11457 and authorize the District Health Officer to execute the Subgrant Award.

Staff Representative: Nancy Kerns-Cummins

- iii. Approve a Subgrant Award from the State of Nevada Department of Health and Human Services, Division of Public and Behavioral Health retroactive to October 1, 2017 through September 30, 2018 in the total amount of \$25,001 (no match required) in support of the Community and Clinical Health Services Division (CCHS) Chronic Disease Prevention Program IO#11454 and authorize the District Health Officer to execute the Subgrant Award.

Staff Representative: Nancy Kerns-Cummins

- iv. 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 August 1, 2017 through July 31, 2018 in the total amount of \$170,522 in support of the Centers for Disease Control and Prevention (CDC) Epidemiology and Laboratory Capacity Program; and if approved authorize the District Health Officer to execute the Subgrant Award.

Staff Representative: Patsy Buxton

- v. Approve Award from the Association of Food and Drug Officials (AFDO) for the period January 1, 2018 through June 30, 2018 in the total amount of \$2,673 in support of the Environmental Health Services Division (EHS) Food Retail Program Standards Program – Joint Nevada Food Safety Task Force and NevEHA Annual Educational Conference Project, IO TBD; and if approved, authorize the District Health Officer to execute the Agreement.

Staff Representative: Patsy Buxton

- C. Approve the modification of the Community and Clinical Health Services Fee Schedule to add Lidocaine with Epinephrine, Naproxen and Herpes Simplex 1 and 2 testing. – **(For possible action)**
Staff Representative: Nancy Kerns-Cummins
- D. Review and possible approval of the Department Emergency Operations Plan
Staff Representative: Christina Conti – **(For possible action)**
- E. Approval to donate evacuation and triage tags to skilled nursing, long-term care, hospital and EMS partner agencies not to exceed a total amount of \$3,000 funded by the Assistant Secretary for Preparedness and Response Grant (Fed ID#1NU90TP921907-01-00). – **(For possible action)**
Staff Representative: Andrea Esp
- F. Recommendation for the Board to Uphold Notice of Violation Citation No. 5658 Issued to Harry Stewart, Case No. 1198, for a violation of the District Board of Health Regulations Governing Air Quality Management with a \$3450.00 Negotiated Fine. - **(For possible action)**
 - i. Harry Stewart, Case No. 1198, Notice of Violation No. 5658
Staff Representative: Charlene Albee
- G. Acknowledge receipt of the Health Fund Financial Review for November, Fiscal Year 2018 – **(For possible action)**
Staff Representative: Anna Heenan
- 8. *Presentation – Washoe County Health District Board Scholarship Recipients**
Presented by: Kara Mays
- 9. *Presentation – Eddy House**
Presented by: Michele Gehr
- 10. Presentation, Discussion, and possible approval of REMSA’s request for an increase of 3% a year over four years to the average allowable bill. – (For possible action)**
Staff Representative: Christina Conti
- 11. Regional Emergency Medical Services Authority**
Presented by: JW Hodge
 - A. Review and Acceptance of the REMSA Operations Report for October 2017 – **(For possible action)**
 - B. *Update of REMSA’s Public Relations during October, 2017
 - C. Review and Acceptance of the REMSA Operations Report for November, 2017 – **(For possible action)**
 - D. *Update of REMSA’s Public Relations during November, 2017
- 12. Presentation and Possible Acceptance of Revised Strategic Plan – (For possible action)**
Staff Representative: Catrina Peters
- 13. Possible approval of the proposed 2018 Washoe County District Board of Health Meeting Calendar - (For possible action)**
Staff Representative: Kevin Dick

14. Possible approval of the proposed appointment of two new Food Protection Hearing and Advisory Board Members to replace those who have resigned. Possible appointees are Mr. Chris Thompson, Mr. George Heinemann and Mr. Jesus Gutierrez. - (For possible action)

Staff Representative: Chad Westom

15. *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

Divisional Update – World AIDS Day; Nurse Family Partnership; Data & Metrics; Program Reports

C. Environmental Health Services, Chad Westom, Director

EHS Division and Program Updates – Community Development, Food, Land Development, Safe Drinking Water, 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 Projects, Strategic Planning Update, Public Health Accreditation, Quality Improvement, Community Health Needs Assessment, Community Health Improvement Plan, Truckee Meadows Healthy Communities, Other Events and Activities and Health District Media Contacts.

16. *Board Comment

Limited to announcements or issues for future agendas.

17. *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.

18. Adjournment – (For possible action)

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
Downtown Reno Library, 301 S. Center 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.