

## **Washoe County District Board of Health Videoconference Meeting Minutes**

### **Members**

Dr. John Novak, Chair  
Michael D. Brown, Vice Chair  
Marsha Berkbigler  
Kristopher Dahir  
Dr. Reka Danko  
Oscar Delgado  
Tom Young

**Thursday, July 23, 2020  
1:00 p.m.**

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

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### **1. \*Roll Call and Determination of Quorum**

Chair Novak called the meeting to order at 1:02 p.m. due to technical difficulties.

The following members and staff were present:

Members present: Dr. John Novak, Chair  
Michael Brown, Vice-Chair  
Marsha Berkbigler (via zoom)  
Kristopher Dahir (via zoom)  
Dr. Reka Danko (via phone)  
Oscar Delgado (via zoom)

**Mrs. Valdespin verified a quorum was present.**

Members absent: Tom Young

Staff present: Kevin Dick, District Health Officer  
Dania Reid, Deputy District Attorney  
Charlene Albee (via zoom)  
Lisa Lottritz (via zoom)  
Francisco Vega (via zoom)  
Andrea Esp (via zoom)

### **2. \*Pledge of Allegiance**

Dania Reid led the pledge to the flag.

### **3. \*Public Comment**

**Chair Novak opened the public comment period.**

Mrs. Valdespin confirmed there was no public comment.

**Chair Novak closed the public comment period.**

**4. Approval of Agenda**

July 23, 2020

**Commissioner Berkbigler moved to approve the agenda for the July 23, 2020, District Board of Health regular meeting. Councilman Dahir seconded the motion which was approved unanimously.**

**5. Recognitions**

A. Years of Service

- i. Charlene Albee, 25 years, hired July 31, 1995 – EHS

Mr. Dick congratulate Ms. Albee for her 25 years of service to the Health District and for her efforts.

- ii. Jennifer Howell, 20 years, hired July 3, 2000 – CCHS

Mr. Dick congratulated and thanked Ms. Howell for her service as a Health Educator Coordinator.

B. Promotions

- i. Sonya Smith – promoted from Public Health Nurse II to Public Health Nurse Supervisor effective June 22, 2020 – CCHS

- ii. Cecilia Bustos Duarte – promoted from Intermittent Hourly RN to Public Health Nurse II effective July 20, 2020 – CCHS

Mr. Dick congratulated Ms. Smith and Ms. Duarte on their promotions. Additionally, he mentioned that Ms. Smith’s position will be dedicated to the medical part of the POST operations.

C. New Hires

- i. Gaylon Erickson – COVID Administrative Assistant – hired July 20, 2020
- ii. Kristen Palmer, COVID Grants Coordinator, hired July 20, 2020
- iii. Kelsey Zaski, COVID Office Support Specialist, hired July 20, 2020

Mr. Dick recognized all the new hires and mentioned these new staff members are part of the COVID response through the federal grant funding received for testing and contract tracing.

D. Reclassified

- i. Anastasia Gunawan – reclassified from part-time Statistician to full-time Statistician effective June 11, 2020

Mr. Dick informed Ms. Gunawan was been reclassified for purposes of supporting the COVID-19 Response.

**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

- i. June 25, 2020

B. Budget Amendments/Interlocal Agreements

- i. Approve Notice of Subaward from the State of Nevada Department of Health and Human Services, Division of Public and Behavioral Health in the amount of

\$1,100,392.00 retroactive to January 20, 2020 through April 22, 2022 to support COVID-19 Epidemiology and Laboratory Capacity (ELC) and authorize the District Health Officer to execute the Notice of Subaward and any future amendments.

Staff Representative: Nancy Kerns-Cummins

- ii. Approve the Agreement between Washoe County Health District and ASM Global Reno on behalf of the Reno Sparks Convention & Visitors Authority for the Reno Sparks Livestock Events Center (RSLEC) in the amount of \$326,862.00 retroactive to June 8, 2020 through June 21, 2021 for use of RSLEC parking lot, event labor and security services for COVID-19 testing; authorize the District Health Officer to execute the agreement and any future amendments not to exceed \$100,000.00.

Staff Representative: Nancy Kerns-Cummins

- iii. Approve Notice of Subaward from the State of Nevada Department of Health and Human Services, Division of Public and Behavioral Health in the amount of \$8,924,923.00 retroactive to January 20, 2020 through June 30, 2022 to support COVID-19 Epidemiology and Laboratory Capacity (ELC) and authorize the District Health Officer to execute the Notice of Subaward and any future amendments.

Staff Representative: Nancy Kerns-Cummins

- iv. Approve the Agreement between Washoe County Health District and the Board of Regents of the Nevada System of Higher Education to provide educational experiences for University of Nevada students in a public health agency environment for the period retroactive to July 1, 2020 through June 30, 2021, with automatic renewal for two successive one-year periods for a total of three years on the same terms unless either party gives the other written notice of nonrenewal at least 60 days prior to June 30 of each year.

Staff Representative: Kim Graham

- C. Accept a donation of 30,000 KN95 masks from ZLINE Kitchen and Bath with an estimated value of \$150,000.00.

Staff Representative: Nancy Kerns-Cummings

- D. Recommendation to uphold citations not appealed to the Air Pollution Control Hearing Board.

- a. A Plus Collision Center - Case No. 1222, NOV No. 5781

Staff Representative: Francisco Vega

- E. Acknowledge receipt of the Health Fund Financial Review for June, Fiscal Year 2020.

Staff Representative: Anna Heenan

**Dr. Danko moved to approve the consent agenda. Vice Chair Brown seconded the motion which was approved unanimously.**

## **7. Regional Emergency Medical Services Authority**

Presented by: Dean Dow and Alexia Jobson

### **A. Review and Acceptance of the REMSA Operations Report for June 2020**

Mr. Dow referenced his report and made himself available to answer questions from the Board. Additionally, he stated there is a supplemental report that was offered to the Board and is ready to discuss said report.

Chari Novak asked Mr. Dow to begin with the Supplemental Report.

Mr. Dow mentioned the Supplemental Report was provided to update the Board on the status of Emergency Medical Services (EMS) Systems in Washoe County. Mr. Dow added that the impacts and challenges to that system are related to COVID-19.

Mr. Dow opened his statement by saying that, like all Pre-Hospital Care Systems/First Response Systems, the COVID pandemic brought on numerous challenges to all systems across the country. Additionally, Mr. Dow believes that this situation has brought the opportunity to look at inefficiencies and vulnerabilities of EMS system and hospital care.

Mr. Dow briefly mentioned a decrease of 9-1-1 activity in the months of March through May and then an unprecedented increase of 9-1-1 systems utilization, which in part can be attributed to businesses being open and health care dynamics. Mr. Dow also mentioned the systems status management software has not been effective as it was not developed with COVID in mind. The ability to be effective in understanding utilization and deployment has been disrupted, which creates a challenge to effectively respond to the calls.

Mr. Dow noted that their Influenza Like Symptoms calls as well as behavioral calls, psychiatric calls, and assaults throughout the pandemic has significantly increased during this pandemic. Mr. Dow stated that a weakness has been highlighted: staff having to isolate. Mr. Dow stated that to date the number has amounted to 100 employees that have been in some form of isolation, a lot for up to 14-days, with 4 employees testing positive for COVID within the last 3-4 weeks.

Mr. Dow concluded that REMSA wishes to continue to be proactive in their planning and ability to use their clinical resources, human resources and technology as best they can. Mr. Dow asks the Board to support the 10 suggestions listed in the immediate Supplemental Report.

Vice-chair Brown asked Mr. Dow to explain if the calls prioritization is due the calls being related to COVID.

Mr. Dow explained that these calls are part COVID, part pandemic, part societal. Mr. Dow added the increase in calls was not in life threatening calls. Mr. Dow mentioned the effort of REMSA is to more effectively use the professionals they have and match the patient and the patient situation to the right provider.

Councilman Dahir thanked Mr. Dow for the update and also asked about discontinuing ambulance response to standby requests, he was curious to know if this decision has been discussed with law enforcement.

Mr. Dow confirmed conversations have been had regarding this issue.

Councilman Dahir asked if there is enough Telehealth Medicine in place to assist.

Mr. Dow stated they are working with all 3 health systems related to Telemedicine.

Chair Novak mentioned these needs have been discussed in the past and will be re-addressed in the future.

**Vice-chair Brown moved to approve REMSA's June Report. Commissioner Berkbigler seconded the motion which was approved unanimously.**

## **B. Update of REMSA's Public Relations during June 2020**

Alexia Jobson presented the Public Relations report for June 2020. Ms. Jobson reported that at the beginning of July, REMSA posted digital content encouraging pedestrian and bicycle safety. REMSA also shared 4<sup>th</sup> of July safety information on digital channels including website and YouTube that focused on fireworks and heat related illness.

Ms. Jobson added that REMSA gave an interview on water safety and things to look at for at the pool or lake.

### **8. Update on current Air Quality Management (AQM) and Environmental Health Services (EHS) permit status along with discussion and possible direction to extend the waiver for the assessment of late fees on AQM and EHS permits from August 10, 2020 until September 10, 2020 in response to economic impacts on the community from the COVID-19 emergency.**

Staff Representative: Charlene Albee

Ms. Albee began by providing the Board a recap as to last month's decision on this immediate item, including direction to re-visit to update the Board on the status permits at this immediate meeting.

Ms. Albee provided an update on all permit fees, not including late fees. Ms. Albee also noted that with directives coming from the state for the different businesses, primarily bars, it has become difficult to keep track of these phases and the business closures and deadlines.

Ms. Albee respectfully requested the Board to allow for an additional extension of the assessments of late fees to September 10, 2020.

Ms. Albee made herself available to answer questions from the Board.

Councilman Dahir asked if this item would come back another extension is necessary.

Chair Novak affirmed that this item would have to be revisited possibly every month until the situation subsides.

**Councilman Dahir moved to waive the assessment of late fees on Air Quality management and Environmental Health Services. Commissioner Berkbigler seconded the motion, which was approved unanimously.**

### **9. Review and update on COVID-19 Emergency Response Activities.**

Staff Representative: Kevin Dick

Mr. Dick began by recognizing the efforts of the Health District staff as it relates to COVID-19 Emergency Response. Mr. Dick informed POST is set up and dialed in for moving people through quickly, stating that a record was set last Friday, July 17, 2020 of 665 people who came through for testing. Mr. Dick continues to receive positive feedback from the community.

Mr. Dick states the Health District is benefiting from the National Guard's assistance as well as a variety of volunteers. He added that POST operations moved to 4-days a week this week and last, and is now scheduled to move into a 5-days a week, the week of July 27, 2020.

Mr. Dick reported that the Health District worked with Health Plan of Nevada for a POST they held at Miguel Ribera Park on Neil Road on June 26 and 27, 2020. Additionally, the Health District continues to work with first responders and long-term care assisted living facilities by providing test collection kits.

Mr. Dick referenced the backlogs the media has reported and stated the State Health Lab is also experiencing the same situation. He added that the Health District may have delays up to 4-6 days from the State Lab, due to the volume of tests, as oppose to the 7-day or more delay from some of commercial labs. Mr. Dick mentioned that the investigations and contact tracing is also experiencing a delay due to the volume of positive cases coming back from the State Lab. He reported a 2-step approach has been created as a result of these delays and in an effort to prevent further spread.

Mr. Dick stated that due to the aforementioned events, plans are in place for additional staffing. The Health District has made a request to the City Managers and the County Manager to receive a portion of their CARES funds, allocated to support the testing and contact tracing. Additionally, a request for a portion of those funds has been made to support working with a commercial lab.

Mr. Dick reported on the results of the seroprevalence study, including a finding that the 2.3% of the Washoe County's population had been exposed to COVID-19, as of June 9 and 10, 2020 which is greater than initially reported. On the other hand, the rate of fatalities is less than reported, from 3.6% to 0.8%. These rates are still serious, as it is 8x as fatal than the flu. Mr. Dick referred to the County Dashboard to show the continued increase in the Washoe County's case count.

On Thursday, July 16, 2020, the governor released the White House's county by county assessment of COVID-19 transmission occurring in Nevada, placing Washoe County and Reno in the Yellow Zone, based on the number of cases reported. As a result, the Health District recommend gatherings be limited to 25 people or less, in addition to previously made recommendations.

Councilman Dahir expressed his desire to receive more information regarding the Health District working with commercial labs, where tests will be sent away.

**Vice-chair Brown moved to accept the Review and Update on COVID-19 Emergency Response Activities. Commissioner Berkbigler seconded the motion which was approved unanimously.**

#### **10. \*Staff Reports and Program Updates**

##### **A. Air Quality Management, Francisco Vega, Division Director**

Program Update – Clean Cars Nevada Initiative, Divisional Update, Program Reports, Monitoring and Planning, Permitting and Enforcement.

Mr. Vega stated he did not have anything to add but opened the item to answer questions.

##### **B. Community and Clinical Health Services, Lisa Lottritz, Division Director**

Divisional Update – STD Awareness; Data & Metrics; Sexual Health (HIV and Disease Investigation), Immunizations, Tuberculosis Prevention and Control Program, Reproductive and Sexual Health Services, Chronic Disease Prevention Program, Maternal Child and Adolescent Health and Women Infants and Children.

Ms. Lottritz added to her report that the Community and Clinical Services will be holding 3 back-to-school immunization clinics on August 1, 8, and 15, 2020 at the Boys and Girls Club at the Pennington facility in partnership with Immunize Nevada and Walmart. Ms. Lottritz added that pre-registering and appointments will be an effort to promote social distancing.

Ms. Lottritz also added that her division has hired 9 intermittent hourly RNs to help with COVID testing at the POST, as well as beginning recruiting for Intermittent Hourly Community Health Aides to assist with testing.

Chair Novak asked Mr. Lottritz about the immunizations that will be provided at the clinics.

Ms. Lottritz clarified that they would be providing immunizations required for school i.e. MMR, Tdap.

**C. Environmental Health Services, Charlene Albee, Division Director**

Consumer Protection (Food, Food Safety, Commercial Plans, Permitted Facilities); Environmental Protection (Land Development, Drinking Water, Vector, WM/UST); and Inspections.

Ms. Albee added to her report that programmatic change will be made as to how to get routine inspections completed, considering the continued loss of staff to COVID Response and hopes to complete the first inspections by the end of December 2020.

Ms. Albee announced that a job offer for Supervisor in Environmental Health Services was made to David Kelly, to fill the vacancy that resulted from Tony Macaluso's retirement.

**D. Epidemiology and Public Health Preparedness, Andrea Esp, Acting Division Director**

Communicable Disease, Public Health Preparedness, Emergency Medical Services, Vital Statistics.

Ms. Esp made herself available to respond to questions from the Board.

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

District Health Officer Report – Special Legislative Session, Public Health Accreditation, Community Health Improvement Plan, Contact Tracing, Washoe County School District, Unified Command, and Joint Information Center.

Mr. Dick introduced Joelle Gutman-Dodson to present on the 31<sup>st</sup> Special Session that began July 8, 2020. Ms. Gutman-Dodson reported that budget revisions and restorations were discussed thoroughly. Ms. Gutman-Dodson reported that some of the funds that were restored included the “optional” Medicaid, the Vape Education Fund, Family Planning Fund among others. Ms. Gutman-Dodson added that the Pollution Control Fund and the Tire Fund for solid waste were funds that were not swept. Additionally, she reports that the biggest impact will be the 6% Medicaid rate reduction, which will affect clinical services and REMSA franchise agreement. A 2<sup>nd</sup> Special Session will be called to discuss election reform and possibly liability issues for COVID. The Interim Health Committee is ready to send policy requests for 2021 Legislative Session which requires priorities to be provided. Ms. Gutman-Dodson reported that Public Health Improvement Fund, Reforming the Classic Vehicle License Plate, Tobacco 21, Sex Education, and Minimum Data Set are the top priorities for the 2021 Legislative session.

Mr. Dick highlighted how proud he is with Health District staff stepping up to help with COVID-19. Mr. Dick informed that the Health District is working closely with the Washoe County School District to help with their re-opening plans including developing outbreak response protocols.

Mr. Dick informed the Board of discussions that will be happening with Superintendent Kristen McNeill and her executive team about re-opening schools, prior to their Board meeting on July 28, 2020. The Washoe County School District has asked Mr. Dick to provide his recommendation regarding re-opening schools.

Mr. Dick's recommendation to the Washoe County School District will be to not re-open schools. Mr. Dick elaborated by stating that this recommendation is based on Governor Sisolak's established County Tracking Criteria System as well as the fact that Washoe County is far exceeding the threshold of new cases per 100,000 over the last 14-days and the County has continued to see an increase in new cases. Medical Advisory team member for the state, Trudy Larson, concurs with this recommendation as she also believes it is not advisable for schools to reopen based on the stated facts.

Mr. Dick expressed his concern about schools re-opening; however, his recommendation is based on the public health perspective. Ultimately, the Washoe County School District Board of Trustees must make the decision in consideration of other important factors.

Mr. Dick also spoke about a letter he has received from the Northern Nevada Subcommittee of Nevada Hispanic Legislative Caucus COVID-19 Taskforce. This letter is a request to receive more information regarding the Joint Information Center's (JIC) COVID-19 Latino outreach plan. Mr. Dick reported that Chair Novak spearheaded a meeting to discuss an increase in messaging and campaigning around COVID-19, in order to engage the community positively and promote participating individually to stop this disease. As a result of these discussions, County Manager Eric Brown, City Managers, and JIC are working on securing a marketing firm to effectively influence people and their behaviors, in an effort to help with messaging as well as ensuring that the Latino capabilities and perspective are used in said campaign. Additionally, the Hispanic Legislative Caucus reported their capability to assist with messaging, as their Task Force includes participants that are willing to assist with this project. Mr. Dick expressed his desire to accept their offer and benefit from the collaboration of the Hispanic Legislative Caucus.

## **11. Board Comment**

Councilman Dahir asked to be involved in the conversations regarding the thermometer type situation within businesses. Councilman Dahir suggested these conversations get started next month, so the Board can be involved.

Chair Novak thanked the Health District for all their work and expressed that the National Guard would be missed as they stand down. Chair Novak also took a moment to thank all first responders for all their tremendous work.

## **12. Public Comment.**

### **Chair Novak opened the public comment period.**

Chief Nolan, Reno Fire, spoke on item #7. He detailed his support on improving patient care; however, he requested the Board to formalize a meeting between Fire Services and REMSA regarding the presented proposals and have a discussion about which proposals



would work best for the citizens. Additionally, Chief Nolan asked for clarification as to whether Chief Brown is having formal or informal discussions on behalf of the Board of Health regarding the immediate subject.

Upon the advise of Dania Reid, Deputy District Attorney, Chair Novak limited his response to state that progress is being made on this matter and no decision can be made or discussed until this specific item is formally agendized.

**Chair Novak closed the public comment period.**

## **Adjournment.**

**Chair Novak adjourned the meeting at 2:15 p.m.**

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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, 1001 E. 9<sup>th</sup> Street, Building B, Reno, NV 89512, or by calling 775.328.2416, 24 hours prior to the meeting.

**Public Comment:** Members of the public may make public comment by submitting an email comment to [svaldespin@washoecounty.us](mailto:svaldespin@washoecounty.us) no later than 4:00 p.m. the day before the scheduled meeting, which includes the name of the commenter and the agenda item number for which the comment is submitted. During the "Public Comment" items, emails may be submitted 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 emails 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.

**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 – District Board of Health Member's announcements, reports and updates, request for information or topics for future agendas. (No discussion among Board Members will take place on the item)

### **Posting of Agenda; Location of Website:**

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

Washoe County Health District Website [www.washoecounty.us/health](http://www.washoecounty.us/health)

State of Nevada Website: <https://notice.nv.gov>

**Pursuant to the Declaration of Emergency Directive 006 NRS241.023(1)(b), the requirement to physically post agendas is hereby suspended.**

**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. Susy Valdespin, 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. Valdespin is located at the Washoe County Health District and may be reached by telephone at (775) 328-2415 or by email at [svaldespin@washoecounty.us](mailto:svaldespin@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.