

WASHOE COUNTY DISTRICT BOARD OF HEALTH MEETING NOTICE AND AGENDA

Members

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

Thursday, September 24, 2015
1:00 p.m.

Washoe County Administration Complex
Health District South Conference Room
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. Limited to three (3) minutes per person.

4. **Approval of Agenda**

September 24, 2015

5. **Approval of Draft Minutes**

August 27, 2015

6. **Recognitions**

A. Years of Service

1. Randall Todd, 10 years, hired 9/12/05 - EPHP
2. Luke Franklin, 15 years, hired 9/11/00 - EHS
3. Teresa Long, 15 years, hired 9/11/00 - EHS
4. Dawn Spinola, 15 years, hired 9/1/2000 – ODHO
5. Dave McNinch, 25 years, hired 9/24/90 - EHS

B. Retirements

1. Susan Henkes, 15 years, 10/9/00 through 10/9/15 – EHS

C. Achievements

1. Genine Wright, from AQM Specialist II to Environmental Engineer I

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

1. Approve Notice of Subgrant Award from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health, for the period July 1, 2015 through September 30, 2016 in the total amount of \$248,720.00 in support of the Centers for Disease Control and Prevention (CDC) Public Health Preparedness (PHP) – Preparedness, Assurance, Inspections and Statistics (PAIS), IO 11257; Approve amendments totaling an increase of \$226,903 in both revenue and expense to the FY16 CDC PAIS – Ebola Preparedness & Response Federal Grant Program, IO 11257; and if approved authorize the Chair to execute.

Staff Representative: Erin Dixon

2. Ratification of Interlocal Agreement between the Washoe County Health District and the University of Nevada School of Medicine, to provide physician consultative services in the total amount of \$8,032.50 for the period October 1, 2015 through September 30, 2016 unless extended by the mutual agreement of the Parties; with automatic renewal for successive one-year periods for a total of 3 years on the same terms unless either party gives the other written notice of nonrenewal at least 60 days prior to September 30 of each year; and if approved, authorize the Chair to execute the Interlocal Agreement.

Staff Representative: Patsy Buxton

3. Approve the abolishment of one vacant Permanent Full-time Office Assistant II position (PC# 70002142); Approve Notice of Subgrant Award from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health for the period October 1, 2015 through September 30, 2016 in the amount of \$1,062,145 for the Women, Infants and Children (WIC) Program Grant (IO 10031); and if approved authorize the Chair to execute.

Staff Representative: Patsy Buxton

4. Approve Subgrant Amendment #2 from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health for the period January 1, 2015 through December 31, 2015 in the amount of \$337,109 for the Centers for Disease Control and Prevention (CDC) Immunization Program Grant (IOs 10028 & 10029); and if approved authorize the Chair to execute.

Staff Representative: Patsy Buxton

- B. Approval to add Liletta (Intrauterine Device) to the Community and Clinical Health Services fee schedule

Staff Representative: Steve Kutz

- 8. Recommendation to Re-Appoint Mr. David Rinaldi and Dr. Cathleen Fitzgerald, DEnv, PE, for Three Year Terms to the Air Pollution Control Hearing Board, Serving from September 27, 2015 to September 27, 2018; and Ms. Jeanne Rucker, REHS., for a Three Year Term, to the Air Pollution Control Hearing Board, Serving from October 24, 2015 to October 24, 2018.**

Presented by Charlene Albee

9. Regional Emergency Medical Services Authority

Presented by Jim Gubbels

A. Review and Acceptance of the REMSA Operations Reports for August, 2015

*B. Update of REMSA's Community Activities during August, 2015

10. Acknowledge receipt of the Health District Fund Financial Review for August Fiscal Year 2016

Staff Representative: Anna Heenan

11. Discussion, acknowledge and possible direction to staff on the Phase One Cost Analysis for the Health District – Fundamental Review Recommendation #10

Staff Representative: Anna Heenan

12. Presentation, Discussion, and Possible Direction to Staff regarding a report on the implementation of Fundamental Review Recommendations. Take action to direct staff to continue with implementation of the plan as approved or direct staff to make changes as discussed.

Staff Representative: Kevin Dick

13. Update on the NACCHO strategic planning grant proposal and Board discussion and possible action and/or direction regarding scheduling (a) special DBOH meeting or meetings to conduct a Governance Self-Assessment and/or work on the Strategic Plan.

Staff Representative: Kevin Dick

14. Review, discussion and possible action and/or direction to staff regarding the provisions for a written notice of termination 15 days prior to the date of expiration in the Interlocal Agreement (ILA) entered into by the Cities of Reno and Sparks and Washoe County for the creation of the Health District

Staff Representative: Kevin Dick

15. Discussion of Process and Presentation of Evaluation Forms for District Health Officer's Annual Review and Possible Direction to Staff

Presented by Kitty Jung

16. Recommend to approve a 3% Cost of Living Adjustment (COLA) in base wage for the District Health Officer position, retroactive to July 1, 2015

Staff Representative: Laurie Griffey

17.*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
Fetal Infant Mortality Review (FIMR) Program, Divisional Update, Program Reports

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

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

Community Health Improvement Plan, Truckee Meadows Healthy Communities, Quality Improvement, Fundamental Review, County Strategic Plan Goals, Regional Emergency Management Accreditation Program (EMAP) Review, West Nile Virus, Riverbelle Mobile Home Park, Other Events and Activities and Health District Media Contacts

18.*Board Comment

Limited to announcements or issues for future agendas.

19. Emergency Items

20.*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. Limited to three (3) minutes per person.

21. 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. Public comments are welcomed during the Public Comment periods for all matters whether listed on the agenda or not. All comments are limited to three (3) minutes per person. Additionally, public comment of three (3) minutes per person may be heard during individual action items on the agenda. Persons are invited to submit comments in writing on the agenda items and/or attend and make comment on that item at the Board meeting. Persons may not allocate unused time to other speakers.

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. In accordance with NRS 241.020, this agenda has been posted at: <https://notice.nv.gov>, (i) Washoe County Administration Building (1001 E. 9th Street); (ii) State of Nevada Division of Public and Behavioral Health, Carson City, NV; (iii) Reno City Hall, 1 E. 1st St, Reno, NV; (iv) Sparks City Hall, 1675 Prater Way, Sparks, NV; (v) Washoe County Health District website www.washoecounty.us/health; and (vi) State of Nevada Website: <https://notice.nv.gov>. Agendas and staff reports are posted four days prior to the meeting.

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. Dawn Spinola, 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. Spinola is located at the Washoe County Health District and may be reached by telephone at (775) 328-2415 or by email at dspinola@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.