

**Washoe County District Board of Health  
Meeting Notice and Agenda  
PLEASE NOTE LOCATION CHANGE**

**Members**  
Kitty Jung, Chair  
Vice Chair, Vacant  
Oscar Delgado  
Dr. George Hess  
David Silverman  
Dr. John Novak  
Michael D. Brown

**Thursday, October 27, 2016  
1:00 p.m.**

**Washoe County Administration Complex, Building B  
Health District South Conference Room  
1001 East Ninth Street  
Reno, NV**

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**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**

October 27, 2016

**5. \*Recognitions**

A. Departures

- i. Julia Ratti, Vice Chair, 1/22/09 through 10/9/16 - DBOH

B. Years of Service

- i. Maria Tokarz, 10 years, hired 8/7/2006 – EPHP

C. Retirements

- i. Dale Brice, Storekeeper, 21 years, hired 12/6/1994, retired 10/8/16 – CCHS
- ii. Jeanne Harris, Administrative Secretary, 14 years, hired 10/8/02, retiring 11/14/16 – 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

September 22, 2016

B. Budget Amendments/Interlocal Agreements

- i. Approve the modification of the Community and Clinical Health Services pharmaceutical fee schedule to add Cipro 500mg.  
Staff Representative: Nancy Kerns Cummins
- ii. Approval of Notice of Subgrant Award from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health, for the period November 1, 2016 through June 30, 2017 in the total amount of \$33,927 (with \$3,392.70 or 10% match) in support of the Centers for Disease Control and Prevention (CDC) Public Health Preparedness BP5 Carryover Program; and if approved authorize the District Health Officer to execute the Subgrant Award; Approval of Point of Dispensing (POD) supplies (signage kits) donation to POD partners; and if approved, authorize the District Health Officer to distribute supplies including signing all necessary paperwork.  
Staff Representative: Patsy Buxton
- iii. Approval of Notice of Subgrant Award from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health, for the period November 1, 2016 through June 30, 2017 in the total amount of \$38,272 (with \$3,827.20 or 10% match) in support of the Assistant Secretary for Preparedness and Response (ASPR) Public Health Preparedness BP5 Carryover Program; and if approved authorize the District Health Officer to execute the Subgrant Award; Approval of emergency response supplies donation to Emergency Medical Services (EMS) partners; Approval of evacuation kits donation to skilled nursing and long-term care facilities; and if approved, authorize the District Health Officer to distribute the supplies including signing all necessary paperwork.  
Staff Representative: Patsy Buxton

C. Acknowledge receipt of the Health Fund Financial Review for September, Fiscal Year 2017

Staff Representative: Anna Heenan

- 7. Review, discussion and possible adoption of the Business Impact Statements regarding Proposed Revisions to the District Board of Health Regulations Governing Air Quality Management, Section 030.600 Prevention of Significant Deterioration (PSD) with a finding that the revised regulations do not impose a direct and significant economic burden on a business; nor do the revised regulations directly restrict the formation, operation or expansion of a business; and set a public hearing for possible adoption of the proposed revisions to the Regulations for November 17, 2016 at 1:00 pm.**

Staff Representative: Charlene Albee

**8. Regional Emergency Medical Services Authority**

Presented by Don Vonarx and Kevin Romero

A. Review and Acceptance of the Compliance Report for September 2016

\*B. Operations Update for September 2016

**9. \*Regional Emergency Medical Services Advisory Board October Meeting Summary**

Staff Representative: Christina Conti

**10. Presentation, discussion and possible approval of the five-year EMS Strategic Plan, a requirement of the Interlocal Agreement for Emergency Medical Services Oversight.**

Staff Representative: Christina Conti

**11. Presentation, Discussion, and Possible Direction to Staff regarding a Progress Report on the 2016-2018 Strategic Plan, and completion of the Fundamental Review implementation. Take action to direct staff to continue with implementation of the 2016-2018 Strategic Plan as presented *or* direct staff to make changes as discussed.**  
Staff Representative: Kevin Dick

**12. Recommend to approve a 3% Cost of Living Adjustment (COLA) retroactive to July 1, 2016, a 3.5% COLA effective July 1, 2017, and a 2.5% COLA effective July 1, 2018 in base wage; and updated sick leave/bereavement calculations, holidays and health plans to keep the District Health Officer's position in alignment with the other Unclassified Management positions.**  
Staff Representative: Chair Kitty Jung

**13. Review and Approval of the District Health Officer's Annual Performance Evaluation Results and Possible Approval of a 2% Wage Increase, retroactive to his annual evaluation date of October 24, 2016.**  
Staff Representative: Chair Kitty Jung

**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  
Divisional Update – Patagonia Health; Program Reports
- C. Environmental Health Services, Bob Sack, Director  
EHS Division and Program Updates - Food, Land Development, Vector-Borne Disease, Waste Management 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  
Regional License/Permit Program, Panther Drive, Little Valley Fire, Regional EMS Oversight, Legislature, Strategic Plan, Quality Improvement, Truckee Meadows Healthy Communities (TMHC), Community Health Improvement Plan, Accreditation, 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**

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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.

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**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:

Downtown Reno Library, 301 S. Center St., Reno

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. 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](mailto:dspinola@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.