

**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, January 25, 2018  
1:00 p.m.**

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

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**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)  
January 25, 2018**

**5. \*Recognitions**

**A. Promotions**

- i. Sonya Smith, Public Health Nurse I to Public Health Nurse II, 12/14/2017 - CCHS
- ii. Briana Johnson, Environmental Health Trainee to Environmental Health Specialist, 1/11/2018 - EHS
- iii. Ellen Messenger-Patton, Environmental Health Trainee to Environmental Health Specialist, 1/11/2018 - EHS

**B. New Hires**

- i. Jeff Jeppson, from EHS Vector to Air Quality Specialist, 1/8/2018 - AQM
- ii. Sheila Juskiw, Advanced Practice Registered Nurse, 1/22/2018 – CCHS

**C. Years of Service**

- i. Cynthia Arredondo, 5 years, hired 1/23/2013 – CCHS
- ii. Diane Freedman, 25 years, hired 1/25/1993 - CCHS

**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)**

- i. December 14, 2017

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

- i. Retroactive approval of 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 \$3,000 in support of the Environmental Health Services Division (EHS) Food Retail Standards Program – Dog Friendly Outdoor Patio Sign Project, IO 19078; and if approved, authorize the District Health Officer to execute the Agreement.  
Staff Representative: Patsy Buxton

- ii. Retroactive approval of Award from the Association of Food and Drug Officials (AFDO) for the period January 1, 2018 through October 31, 2018 in the total amount of \$2,914 in support of the Environmental Health Services Division (EHS) Food Retail Standards Program – Western Association of Food and Drug Officials (WAFDO) Conference and FDA Pacific Region Retail Food Seminar Project, IO 11467; and if approved, authorize the District Health Officer to execute the Agreement.  
Staff Representative: Patsy Buxton

- iii. Approve a Subgrant Award from the State of Nevada Department of Health and Human Services, Division of Public & Behavioral Health retroactive to January 1, 2018 through September 30, 2018 in the total amount of \$50,000 (no required match) in support of the Community and Clinical Health Services Division (CCHS) HIV Prevention Program IO# 11413; and authorize the District Health Officer to execute the Subgrant Award.  
Staff Representative: Nancy Kerns Cummins

- iv. Approve a Subgrant Award from the State of Nevada Department of Health and Human Services, Division of Public & Behavioral Health retroactive to January 1, 2018 through December 31, 2018 in the total amount of \$72,449 (no required match) in support of the Community and Clinical Health Services Division (CCHS) HIV Surveillance Program IO# 10012 and authorize the District Health Officer to execute the Subgrant Award.  
Staff Representative: Nancy Kerns Cummins

- v. Approve a Notice of Subgrant Award from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health in the total amount of \$109,099 (no required match) retroactive to January 1, 2018 through December 31, 2018 in support of the Community and Clinical Health Services Division (CCHS) Tuberculosis Prevention and Control Program, IO# 10016 and authorize the District Health Officer to execute the Notice of Subgrant Award.  
Staff Representative: Nancy Kerns Cummins

- vi. Approve a Notice of Subgrant Award from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health in the total amount of \$129,630 (no required match) retroactive to January 1, 2018 through December 31, 2018 in support of the Community and Clinical Health Services Division (CCHS)

Sexually Transmitted Disease Prevention and Control Program IO# 10014 and authorize the District Health Officer to execute the Notice of Subgrant Award.

Staff Representative: Nancy Kerns Cummins

- vii. Accept Subgrant Amendment #1 from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health, retroactive to March 29, 2017 through March 28, 2018 for an additional amount of \$12,346 (no required match) in support of the Community and Clinical Health Services Division (CCHS) Tobacco Prevention and Control Program IO# 11238; and if approved, authorize the District Health Officer to execute the Subgrant Amendment.

Staff Representative: Nancy Kerns Cummins

- viii. Approve a Subgrant Award from the State of Nevada Department of Health and Human Services, Division of Public & Behavioral Health retroactive to January 1, 2018 through December 31, 2018 in the total amount of \$287,496 (no required match) in support of the Community and Clinical Health Services Division (CCHS) HIV Prevention Program IO# 10013 and authorize the District Health Officer to execute the Subgrant Award.

Staff Representative: Nancy Kerns Cummins

- C. Approve the modification of the Community and Clinical Health Services Fee Schedule to add Human Papillomavirus (HPV) Genotype (16 18 45) Testing. – **(For possible action)**

Staff Representative: Nancy Kerns Cummins

- D. Approve Agreement between the Washoe County Health District and Keep Truckee Meadows Beautiful in the amount of \$100,000 for the period January 25, 2018 through December 31, 2018 in support of the Recycling and Solid Waste Management Plan program activities; Approve FY18 Purchase Requisition #3000034667 issued to Keep Truckee Meadows Beautiful in the amount of \$100,000 on behalf of the Environmental Health Services Division of the Washoe County Health District; and if approved, authorize the Chair to execute the Agreement. - **(For possible action)**

Staff Representative: Patsy Buxton

- E. Approve donation of five (5) Dell Latitude E6520 laptops with a current market value estimated at \$0- to Amateur Radio Emergency Service (ARES). – **(For possible action)**

Staff Representative: Patsy Buxton

- F. Recommendation for the Board to Uphold Notice of Violation Citation No. 5994 Issued to Sandra Nimmo, Case No. 1199, for a violation of the District Board of Health Regulations Governing Air Quality Management with a \$3400.00 Negotiated Fine. - **(For possible action)**

- i. Sandra Nimmo, Case No. 1199, Notice of Violation No. 5594

Staff Representative: Charlene Albee

- G. Request to provide a 60 day continuance from January 25, 2018 to March 25, 2018, to the temporary program in which septic repair fees are not collected on single family homes affected by Swan Lake (and the immediate vicinity) flooding in Lemmon Valley, in the instance where verification is provided in writing by the insurance carrier that permit cost for repairs is not covered by the applicable insurance policy as approved on May 25, 2017. This action applies to the owner of record as of February 1, 2017, on the following Assessor Parcel Numbers, with a building permit application deadline of July 1, 2020 or Washoe County Health District (WCHD) permit application deadline of March 25,

2018: (APN 086-303-18, 086-303-19, 086-303-22, 086-305-02). All associated costs will be covered through the Health Fund Account. - **(For possible action)**

Staff Representative: James English

H. Acknowledge receipt of the Health Fund Financial Review for December, Fiscal Year 2018 – **(For possible action)**

Staff Representative: Anna Heenan

**7. Review, discussion and possible adoption of the Business Impact Statement regarding Proposed Revisions to the District Board of Health Regulations Governing Air Quality Management, Section 040.080 (Gasoline Transfer And Dispensing Facilities) 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 February 22, 2018 at 1:00 pm. – **(For possible action)****

Staff Representative: Charlene Albee

**8. Regional Emergency Medical Services Authority**

Presented by: JW Hodge

A. Review and Acceptance of the REMSA Operations Report for December, 2017 – **(For possible action)**

B. \*Update of REMSA’s Public Relations during December, 2017

**9. Presentation, discussion and possible approval of the Regional Emergency Medical Services Authority (REMSA) Franchise Compliance Report for the period of 7/1/2016 through 6/30/2017. – **(For possible action)****

Staff Representative: Brittany Dayton

**10. \*Regional Emergency Medical Services Advisory Board January Meeting Summary**

Staff Representative: Christina Conti

**11. \*Disaster Preparedness in Washoe County**

Staff Representative: Christina Conti

**12. Review and possible approval of 2018-2020 Community Health Needs Assessment – **(For possible action)****

Staff Representative: Catrina Peters

**13. \*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 – 2017 Year in Review; Data & Metrics; Program Reports

**C. Environmental Health Services, Chad Westom, Director**

EHS Division and Program Updates – Child Care, Community Development, Food, Land Development, Safe Drinking Water, 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 Projects, FY19 Budget, 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.

### **14. \*Board Comment**

Limited to announcements or issues for future agendas.

### **15. \*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.

### **16. 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  
Downtown Reno Library, 301 S. Center 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. 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](mailto:lrogers@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.