

Washoe County District Board of Health Meeting Notice and Agenda

Members

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

Thursday, August 23, 2018
1:00 p.m.

Washoe County Administration Complex
Commission Chambers, Building A
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)

August 23, 2018

5. *Recognitions

A. Retirements

- i. Jim Shaffer, 8/3/2018, Vector Control Coordinator - EHS

B. Years of Service

- i. Kimberly Graham, 20 years, Hired 8/31/1998 - CCHS

C. New Hires

- i. Kara Roseburrough, Office Support Specialist, 8/6/2018 - CCHS
ii. Mercedes Soubiea, Public Health Investigator II, 8/20/2018 – EPHP
iii. Allison Schleicher, Public Health Investigator II, 8/20/2018 – CCHS
iv. Jacqueline Gonzalez, Advance Practice Registered Nurse, 8/20/2018 - CCHS

D. Shining Star

- i. Kim Franchi - EHS

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. July 26, 2018

- B. Budget Amendments/Interlocal Agreements – **(For possible action)**
- i. Retroactive Approval of Notice of Grant Award #5U18FD006275-02 from the U.S. Food and Drug Administration for the period 7/1/18 through 6/30/19 in the total amount of \$70,000 for the Advancing Conformance with the Voluntary National Retail Food Regulatory Program Standards program within Environmental Health Services, IO 11088 and authorize the District Health Officer to execute the subgrant award.
Staff Representative: Jennifer Pierce
 - ii. Retroactive approval of Grant Agreement #A-00905418-1 from the U.S. Environmental Protection Agency (EPA) for funding increase in the amount of \$136,913 for the period 10/1/17 through 9/30/18 for the Air Quality Management, EPA Air Pollution Control Program, IO 10019.
Staff Representative: Jennifer Pierce
 - iii. Accept monetary donation [\$10.00] to Washoe County Health District’s Vital Statistics Program retroactive from July 25, 2018; express appreciation for the contribution.
Staff Representative: Jennifer Pierce
 - 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 July 1, 2018 through June 30, 2019 in the total amount of \$920,693 (with \$92,069.30 or 10% match) in support of the Centers for Disease Control and Prevention (CDC) Public Health Preparedness Program; and if approved authorize the District Health Officer to execute the Subgrant Award.
Staff Representative: Jennifer Pierce
 - v. 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 July 1, 2018 through June 30, 2019 in the total amount of \$365,687 (with \$33,244 or 10% match) in support of the Assistant Secretary for Preparedness and Response (ASPR) Public Health Preparedness Program. Approval of authorization to travel and travel reimbursements for non-County employees that are Inter-Hospital Coordinating Council (IHCC) Coalition members (to be designated by IHCC leadership) in an amount not to exceed \$10,695 to attend the Health Care Coalition Conferences (dates to be determined); and if approved authorize the District Health Officer to execute the Subgrant Award.
Staff Representative: Jennifer Pierce
- C. Recommendation for the Board to uphold an unappealed citation issued to Washoe County Community Services Department – Utility Services, Case No. 1202, Notice of Violation Citation No. 5670, with a \$1,190.00 negotiated fine. - **(For possible action)**
- i. Washoe County Community Services Department, Utility Services, Case No. 1202, Notice of Violation Citation No. 5670
Staff Representative: Charlene Albee
- D. Acknowledge receipt of the Health Fund Financial Review for July, Fiscal Year 2018 – **(For possible action)**
Staff Representative: Anna Heenan

7. **Discussion and possible appointment of Consumer at Large to the REMSA Board of Directors as the District Board of Health Appointed Representative. - (For possible action)**
 - i. Scott Benton
 - ii. Melanie FloresStaff Representative: Christina Conti
8. **Regional Emergency Medical Services Authority**

Presented by: Dean Dow

 - A. **Review and Acceptance of the REMSA Operations Report for July, 2018 – (For possible action)**
 - B. ***Update of REMSA’s Public Relations during July 2018**
9. **Presentation and possible acceptance of the annual progress report on the 2017-2020 Strategic Plan. – (For possible action)**

Staff Representative: Kevin Dick
10. ***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 – National Immunization Awareness Month; Data & Metrics; Program Reports
 - C. **Environmental Health Services, Chad Westom, Director**

Environmental Health Services (EHS) Division and Program Updates – Training, Epidemiology, Community Development, Food, Special Events, Hotel/Motel, Land Development, Safe Drinking Water, Vector-Borne Disease, Waste Management and Inspections
 - 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 – Public Health Accreditation (PHAB), Quality Improvement, Strategic Plan, Workforce Development, Community Health Improvement Plan, Truckee Meadows Healthy Communities (TMHC), Washoe Behavioral Health Policy Board, Washoe County Substance Abuse Task Force, County Complex Master Plan, Advisory Council on the State Program for Wellness and the Prevention of Chronic Disease (CWCD), Other Events and Activities and Health District Media Contacts.
11. ***Board Comment**

Limited to announcements or issues for future agendas.
12. ***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.
13. **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.