

Washoe County District Board of Health Meeting Minutes

Members

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

**Thursday, December 13, 2018
1:00 p.m.**

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

1. *Roll Call and Determination of Quorum

Chair Jung called the meeting to order at 1:02 p.m.

The following members and staff were present:

Members present: Kitty Jung, Chair
Dr. John Novak, Vice Chair
Dr. George Hess
Kristopher Dahir
Tom Young

Members absent: Michael Brown
Oscar Delgado

Ms. Rogers verified a quorum was present.

Staff present: Kevin Dick, District Health Officer, ODHO
Leslie Admirand, Deputy District Attorney
Charlene Albee
Steve Kutz
Chad Westom
Dr. Randall Todd
Catrina Peters

2. *Pledge of Allegiance

Councilwoman Zadra led the pledge to the flag.

3. *Public Comment

As there was no one wishing to speak, Chair Jung closed the public comment period

4. Approval of Agenda

December 13, 2018

Dr. Novak moved to approve the agenda for the December 13, 2018, District Board of Health regular meeting. Mr. Dahir seconded the motion which was approved five in favor and none against.

5. Recognitions

A. Retirements

- i. Josie Rivera, 12/15/2018, Office Assistant II, Family Planning – CCHS

Mr. Dick stated that Ms. Rivera would begin her retirement on Saturday, December 15th. He informed that she has been an Office Assistant II in the Family Planning Program for CCHS and has nineteen years with the Health District. Ms. Rivera was not in attendance.

B. Promotions

- i. Samantha Beebe, Public Health Nurse I to Public Health Nurse II – CCHS

Ms. Beebe was not in attendance.

- ii. Kim Tran Franchi, Environmental Health Specialist to Environmental Health Specialist Supervisor – EHS

Mr. Dick informed that Ms. Franchi has been promoted from an Environmental Health Specialist to Environmental Health Specialist Supervisor, and congratulated her on her promotion.

C. New Hires

- i. Alejandra Montoya-Adame, Office Assistant II, 12/10/2018- CCHS

Ms. Montoya-Adame was not in attendance.

- ii. Michelle Carral, Office Assistant II, 12/10/2018 - CCHS

Mr. Dick informed that Ms. Carral is now working in the Immunization Program, and congratulated her on her new position with the Health District.

D. Shining Star

- i. Frank Cauble
- ii. Mary Ellen Matzoll
- iii. Virginia McDonald
- iv. Irene Ramos-Hernandez
- v. Josie Rivera
- vi. Katherine Sobrio
- vii. Kelly Verling
- viii. Byron Collins
- ix. Mark Dougan
- x. William Mountjoy
- xi. Kathy Sullivan
- xii. Kerry Chalkley

Mr. Dick reminded the Board that the Shining Star Awards are to recognize exceptional customer service or performance in the Health District, and that nominations can come from either external customers or staff.

Ms. Sullivan and Ms. Chalkley were in attendance; the other Shining Star recipients were not able to attend.

Mr. Dick congratulated all employees recognized and informed they had received three or more Shining Star nominations.

E. District Board of Health Service

- i. Dr. George Hess, 1/1/2011 – 12/31/2018, Washoe County District Board of Health Member

Mr. Dick recognized Dr. Hess for his years of service on the Washoe County District Board of Health. He informed Dr. Hess began service on the DBOH on January 1, 2011 and that this would be his last meeting.

Mr. Dick presented a plaque to Dr. Hess as a small token of appreciation, reading the inscription to those present.

Chair Jung inquired if Dr. Hess would like to address the group. Dr. Hess stated that his tenure on the Board had been a pleasure and that he enjoyed meeting those involved with the Board. Although he had coordinated a course in community medicine during the time he started with the Board and had been confident in his knowledge as a physician, he related that he had learned so much during his service and thanked the Board for their help.

Chair Jung thanked Dr. Hess not only for his service on the Board, but as a long-time physician in the area, and informed that his son and daughter-in-law were also physicians.

6. Proclamations

Radon Action Month Proclamation

Mr. Dick informed that Susan Howe and Nadia Noel of the University of Nevada Reno Cooperative Extension were present to receive the Radon Action Month Proclamation for January 2019 and read the Proclamation for those present.

Ms. Howe spoke of the dangers of radon, the importance of testing and percentage of homes by zip code in Washoe County that may have elevated levels of radon. She informed that shipping was now being charged on those kits sent via the mail, but the Cooperative Extension was providing free radon test kits in January and February and provided information on locations where they could be picked up. Ms. Noel noted that the kits would also be available at several upcoming presentations and provided details.

Ms. Noel informed there was a new guide for healthcare providers included in the testing kits.

She thanked the Board for their help and letter of support for the building code amendments process that had occurred during the last year. She stated that the Board's letter and the Nevada Cancer Coalition helped support the initiative, although it was not voted on.

Ms. Noel informed that the Southern Nevada Health District is providing a Proclamation following this Board's lead.

Dr. Novak moved to accept the Proclamation for Radon Action Month. Dr. Hess seconded the motion which was approved five in favor and none against.

There was no public comment on this item.

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. Approval of Draft Minutes

- i. October 25, 2018
ii. November 1, 2018

B. Budget Amendments/Interlocal Agreements

- i. Approve a Notice of Subaward from the State of Nevada Department of Health and Human Services, Division of Public and Behavioral Health retroactive to October 1, 2018 through September 30, 2019 in the total amount of \$1,062,147 (no match required) in support of the Community and Clinical Health Services Division's Women, Infants and Children (WIC) Program IO#11537 and authorize the District Health Officer to execute the Subaward.

Staff Representative: Nancy Kerns Cummins

- ii. Approve a Notice of Subaward from the State of Nevada Department of Health and Human Services, Division of Welfare and Supportive Services retroactive to October 1, 2018 through September 30, 2019 in the total amount of \$63,482 (no match required) in support of the Community and Clinical Health Services Division Chronic Disease Prevention's Supplemental Nutrition Assistance Program Education Program IO#11534 and authorize the District Health Officer to execute the Subaward.

Staff Representative: Nancy Kerns Cummins

- iii. Approve Subaward Amendment #1 from the State of Nevada Department of Health and Human Services, Division of Public and Behavioral Health retroactive to January 1, 2018 through December 31, 2018 for a total increase of \$1,841.00 (no match required) in support of the Community and Clinical Health Services Division's Tuberculosis (TB) Prevention Program IO#10016 and authorize the District Health Officer to execute the Subaward Amendment.

Staff Representative: Nancy Kerns Cummins

- C. Authorize the abolishment of vacant Public Health Nurse PC# 70000167.

Staff Representative: Nancy Kerns Cummins

- D. Recommendation to uphold the decision of the Sewage, Wastewater & Sanitation Hearing Board to approve variance 01-18W with conditions of the Health District's Regulations of the Washoe County District Board of Health Governing Well Construction for Jerry Turley, owner of 240 School Street, Wadsworth Nevada: Assessor's Parcel Number: 084-200-80

Staff Representative: James English

- E. Approve an Interlocal Contract between Public Agencies between Washoe County Health District and the State of Nevada for the Health Information and Technology Program – HITECH 90/10 Federal Financial Participation (FFP) Program retroactive to September 11, 2018 through September 30, 2019.

Staff Representative: Nancy Kerns Cummins

- F. Ratification of Right of Entry Agreement between the Washoe County Health District and Washoe County School District to provide a location for the Health District to locate, install, operate, and maintain ambient air monitoring equipment for the period upon ratification until terminated by either party; and if approved, authorize the Chair to execute.

Staff Representative: Jennifer Pierce

- G. Recommendation to Uphold Citations Not Appealed to the Air Pollution Control Hearing Board.

- i. Rilite Aggregate Company – Case No. 1207, NOV No. 5639

- ii. Panther Meadows LLC – Case No. 1208, NOV No. 5688

Staff Representative: Charlene Albee

H. Acknowledge receipt of the Health Fund Financial Review for November, Fiscal Year 2019

Staff Representative: Anna Heenan

Mr. Dahir moved to accept the Consent Agenda as presented. Dr. Novak seconded the motion which was approved five in favor and none against.

There was no public comment.

8. Presentation from Truckee Meadows Healthy Communities (TMHC) and request for approval of \$45,000 to support TMHC as part of the FY19 budget augmentation request to the Board of County Commissioners.

Staff Representative: Kevin Dick, Sharon Zadra and Stephanie Kruse

Mr. Dick stated this item has been placed on the agenda in response to direction received from the Board during the November 1st Strategic Planning Retreat. He informed that Ms. Zadra, Executive Director of Truckee Meadows Healthy Communities, and Stephanie Kruse of KPS3 who has been assisting with the strategic plan for TMHC, will provide the presentation to the Board.

Ms. Zadra stated TMHC was introduced to the community in early 2015 as a result of the Washoe County Health District and Renown's work to produce a 2015-2018 Community Health Needs Assessment (CHNA). She informed TMHC's work continues to be driven by the CHNA.

Ms. Zadra informed that TMHC has received their designation as a 501(c)(3) organization. She read the Mission Statement that had been provided to the Board. She stressed that more can be accomplished through collaboration with community partners than by one entity alone.

Some of the first projects undertaken by TMHC were the Family Health Festivals (FHF) to provide access to and the delivery of services to the most disadvantaged in the community. She informed there had been eight of these held to date in various locations throughout the community; the most recent had been at O'Brien Middle School. This area had not been reached prior to that FHF; she informed TMHC had committed to reach even more areas.

Ms. Zadra stated that Schwab Bank held a public forum for Affordable Housing in January of 2017 that was attended by nearly three hundred people. She informed that Schwab Bank's goal was to achieve a community driven vision for the purpose of developing a road map to begin to address the issue. The consensus of this meeting determined TMHC and Truckee Meadows Regional Planning Agency (TMRPA) as the leaders of this initiative.

During the second forum, Ms. Zadra informed that the Community Foundation of Western Nevada held a community conversation and was attended by an additional five hundred people.

After these forums, TMHC and TMRPA went before the Regional Planning Governing Board (RPGB) who identified Affordable Housing as a priority to include within the update to the Regional Plan that was being developed at the time.

Ms. Zadra informed the results of the extensive community profile that had been completed are available at <https://www.tmaffordablehousing.org/>.

Ms. Zadra informed the road map for a regional strategy for Affordable Housing will be complete in February 2019. She stated the recommendations and plan outline will be presented to the RPGB in March 2019 and that this plan will become the action plan within the CHIP for its Affordable Housing priority.

Ms. Zadra informed The Executive Leadership Team, which includes managers of Reno, Sparks and the County, the head of RTC, EDAWN, Renown, Senator Ratti, the Reno

Housing Authority and the State Division of Housing, has identified the probable entity to implement the Affordable Housing Strategy over the next ten years, and that TMHC would be completed with their work on this initiative in June 2019.

Ms. Zadra informed the detail of funding for 2018 had been provided to the Board in response to their request.

Ms. Zadra informed of the two Strategic Planning sessions held by TMHC and of their intent to continue to be guided by the priorities of the CHNA. She stated that TMHC had secured the services of Ms. Kruse of KPS3 who will outline the priorities and next steps for TMHC to the Board.

Ms. Kruse explained the process to assist TMHC define what type of organization they are, what it should stand for and what its brand and value statement should begin with the assessment of how TMHC works relative to the sum of its parts.

Ms. Kruse informed they had reviewed TMHC's past work on their initiatives, including the FHF's and Fitness and Nutrition, and how they identified Affordable Housing as their priority for its importance as the basis of health in the community.

During the Strategic Planning Sessions, the importance of TMHC being known for its broad involvement in the improvement of the community's health while adhering to the CHNA and CHIP priorities was stressed. She informed that other available data would also be used going forward to improve the ability to measure progress.

Ms. Kruse informed TMHC came to a clearer vision of what the organization should be and how it should function during the Strategic Planning sessions, that TMHC would be the leader in convening, persuading, informing and advocacy for important health topics in the community with the goal of improving the community's overall health.

In order to define TMHC priorities for action, it was decided to look for initiatives that are common to public and community health and healthcare. This place where these different types of care intersect was identified as the Sweet Spot. Ms. Kruse informed the TMHC Board has made a commitment to play a strong role in convening, advocacy and influencing for a common agenda on the chosen health issue.

Going forward, Ms. Kruse informed the two priorities for TMHC will now be a common agenda for next steps around Behavioral Health for the community and the 5210 Let's Go! initiative as relates to the CHIP's Physical Activity/Nutrition priority.

Ms. Zadra reiterated the TMHC Board has redefined the role they will have in moving the needle forward in the community's health with community partners as the convener and advocate as opposed to the tactical approach that they have had. She stressed it will take strategic alliance across community partners to address the Behavioral Health issues in the upcoming Legislative Session.

Ms. Zadra stated that TMHC appreciates the opportunity that may exist for the DBOH to provide additional funding which would allow TMHC to address the Behavioral Health issues first.

Mr. Dahir informed that he had the opportunity to meet with the jurisdictions and learn more about TMHC and their activities, and stated that he is in support of moving forward with funding for TMHC. He expressed his appreciation for Mr. Dick's work on the TMHC Board and that he looks forward to continuing to work with TMHC.

There was no public comment.

Dr. Novak moved to approve \$45,000 to support TMHC as part of the FY19 budget augmentation request to the Board of County Commissioners. Dr. Hess seconded the motion which was approved five in favor and none against.

Chair Jung thanked Councilwoman Zadra and Ms. Kruse for presenting today and stated the DBOH looks forward to further updates and improvements on a regional basis for Affordable Housing.

9. Regional Emergency Medical Services Authority

Presented by: JW Hodges

A. Review and Acceptance of the REMSA Operations Report for October, 2018

Mr. Hodges informed he was available to answer questions regarding the October Operations Report. He informed the November and December reports would be provided at the January 2019 DBOH Meeting.

Mr. Young moved to accept the REMSA Operations Report for October, 2018. Dr. Hess seconded the motion which was approved five in favor and none against.

B. *Update of REMSA's Public Relations during October 2018

Mr. Hodges informed that Ms. Alexia Jobson, REMSA Public Affairs Manager, will be presenting this portion of the REMSA report going forward.

Mr. Hodges stated that several healthcare-related topics occur in October, one of which is Sudden Cardiac Awareness Month. He informed REMSA hosted the Go Red for Women and Circle of Red Committee members at REMSA for a hands-only CPR training event. He stated that an additional training will be provided in January.

Chair Jung inquired if the breathing portion of CPR was no longer considered best practice. Mr. Hodges informed that it is a tiered approach in which first responders, medical professionals, EMS staff are taught both breathing and circulation, while the general public are trained in hands-only due to circulation having a great impact on survivability. He stated he would inform the Board about the training in January.

Mr. Hodges informed REMSA was the recipient of seven hundred dollars' worth of popcorn from a local Cub Scout Troup that came to visit REMSA. He stated they were given a tour the communications center and ambulances, and that REMSA staff enjoyed the great popcorn and the Cub Scout Troop's visit.

Mr. Hodges stated that REMSA continues to post community advisory and wellness videos and informed the Radon presentation would be included in their January postings.

Mr. Hodges informed that, mostly due to the work of Ms. Jobson partnered with the Cerebral Palsy Parent Network, a REMSA-hosted exclusive Cookies and Cocoa with Santa Event for children with cerebral palsy will be held the evening of Monday, December 17th on the REMSA campus. He stated the purpose of the event is to provide medically fragile participants with an exclusive and thoughtful holiday experience. He expressed that REMSA's hope is that, through events like this, they will continue the conversation with populations REMSA and EMS encounter on a daily basis but who might not have the interactions they need to be best served.

Mr. Hodges thanked Dr. Hess for his support.

10. Presentation and possible acceptance of the revised 2018-2021 Washoe County Health District Strategic Plan

Staff Representative: Catrina Peters

Ms. Peters provided a recap of the Strategic Planning Retreat held on November 1st and of the proposed revisions to the Strategic Plan that were presented at that meeting. She informed there would be a semi-annual report provided on the Strategic Plan progress at the DBOH Meeting in February.

Chair Jung inquired if the Waste Composition Study referred to in the Plan was the same as Down to Earth Composting. Mr. Dick informed the Health District completed a waste characterization study, the results of which would be presented at the January DBOH Meeting. He informed it was a study of the composition of the waste stream that goes to Waste Management with the goal of identifying more recycling opportunities in the community and viable economic opportunities. Ms. Peters informed the results of the study were on the Health District website. She stated she would send the link to the DBOH Members.

Mr. Dick stated there had also been a recent survey completed by commercial and residential customers about their satisfaction with the programs provided by Waste Management. He informed that he would send the link to the results of this survey to the Board.

Chair Jung challenged other entities to manage a Strategic Plan as the Board of Health does by revisiting the Plan twice per year, holding the Strategic Planning Retreat and revising the plan as necessary, followed by a report out of the final, revised plan. She stated this process works to keep the Board and Health District focused in direction and to manage their budget, and thanked the District Health Officer for implementing the process.

Dr. Novak moved to accept the revised 2018-2021 Washoe County Health District Strategic Plan. Dr. Hess seconded the motion which was approved five in favor and none against.

11. Election of District Board of Health Chair for 2019-2020

Chair Jung stated that the election of Chair and Vice Chair could be postponed until the absent Board Members could be present. Mr. Young opined the vote could be taken at this meeting.

Mr. Dahir moved that the Vice Chair, Dr. Novak, move into the Chair position. Dr. Hess seconded the motion which was approved five in favor and none against.

Mr. Dahir thanked Chair Jung for her service as Chair.

12. Election of District Board of Health Vice Chair for 2019-2020

Mr. Dahir inquired if there was a predetermined method to select the Vice Chair and Chair Jung informed there was not.

Dr. Novak moved to nominate Mr. Brown as Vice Chair of the District Board of Health, pending his acceptance. Chair Jung seconded the motion which was approved five in favor and none against.

13. Possible approval of the proposed 2019 Washoe County District Board of Health Meeting Calendar

Staff Representative: Kevin Dick

Mr. Dick informed the proposed 2019 DBOH Meeting calendar was included in the packet. He stated the meetings were scheduled on the fourth Thursday of the month at 1:00 p.m. as they have been, with the exception of November and December. Mr. Dick explained staff is proposing a similar approach to these meetings as was taken for 2018, in that the first Thursday in November, November 7th, would be the date for Strategic Planning Retreat. The November DBOH Meeting would be tentatively scheduled the third Thursday, November 21st, with the intention that it would be cancelled if there were no urgent business to be heard.

The December meeting would be scheduled for December 12th, the second Thursday of the month, due to the Christmas holiday.

Dr. Hess opined this schedule has worked well over the past few years.

Dr. Hess approval of the proposed 2019 Washoe County District Board of Health Meeting Calendar. Dr. Novak seconded the motion which was approved five in favor and none against.

14. *Staff Reports and Program Updates

A. Air Quality Management, Charlene Albee, Director

Program Update, Diesel Emission Mitigation Fund, Divisional Update, Monitoring and Planning and Permitting and Enforcement Program Reports

Ms. Albee informed she had nothing to add to her report, but wanted to thank Dr. Hess for his years of service and for his interest in keeping the community's air clean.

Dr. Novak inquired the status of the relocation of the air monitoring station. Ms. Albee informed the right of entry agreement that was just approved within the consent agenda was the last item required to allow the process to begin. She stated the plan was currently to complete construction activities during spring break in April 2019.

Dr. Novak inquired if there was considerable construction that had to be done. Ms. Albee informed the most sizable project would be to run electrical service which could include an upgraded transformer. It had been recommended the electrical service be buried due to it being on a school ground; she informed that plan would be followed.

B. Community and Clinical Health Services, Steve Kutz, Director

Divisional Update – World AIDS Testing Day; Data & Metrics; Sexual Health, Immunizations, Tuberculosis Prevention and Control Program, Family Planning/Teen Health Mall, Chronic Disease Prevention Program, Maternal Child and Adolescent Health and Women Infants and Children

Mr. Kutz informed he had nothing to add to his report, but would be glad to answer any questions. He wanted to thank Dr. Hess for his years of service and for working with CCHS on STDs and syphilis in the community, as well as his partnership with Washoe County Medical Society.

Mr. Kutz wished those present a happy holiday.

C. Environmental Health Services, Chad Westom, Director

Environmental Health Services (EHS) Division and Program Updates – Training, Child Care, Community Development, Epidemiology, Food, Special Events, Invasive Body Decoration (IBD), Land Development, Safe Drinking Water, Schools, Vector-Borne Disease and Waste Management and Inspections.

Mr. Westom informed he did not have any information to add to his report, but that he would be glad to answer any questions. He thanked Dr. Hess for his support and input in his recommendations for improvement. He expressed his appreciation for Dr. Hess' contributions.

Chair Jung thanked Mr. Westom for his fine leadership and staff.

Dr. Novak inquired if the recycling service in the community would continue through Waste Management due to the perception that the value of the service has declined, or would the service continue with either Waste Management or another entity. Mr. Westom informed that Mr. Franklin, Senior Environmental Specialist, is dedicated to

working on that issue. He informed he did not have an update on this issue for the Board at this time, but would provide updates as they were available.

D. Epidemiology and Public Health Preparedness, Dr. Randall Todd, Director

Program Updates for Communicable Disease, Outbreaks, Unusual Illness, Seasonal Influenza Surveillance, Public Health Preparedness, Medical Reserve Corps, Inter-Hospital Coordinating Council, Points of Dispensing, Communications Exercise, CASPER, Emergency Medical Services, ED Consortium, Regional MCI Tabletop, FireShows West Conference, EMS Strategic Plan, Complex Coordinated Terrorism Attack Tabletop, REMSA Compliance

Dr. Todd also thanked Dr. Hess, expressing his appreciation for being able to consult with him on various communicable disease issues. He wished him well as he moved into his retirement from the Board.

Dr. Todd informed that on November 19th there had been a case of Neisseria meningitidis and stated this is not a common occurrence; its local frequency is approximately once in two years. It is a serious disease, in this instance, a fatal case.

Dr. Todd informed that staff had been notified of this case at approximately 4:25 p.m. on Monday, November 19th. He stated staff had called REMSA at 4:40 p.m. to inform them of the situation because it was understood they had transported the case to the hospital and needed to be notified due to possible exposure. What they were not aware of at the time, Dr. Todd explained, was that Reno Fire had also responded.

Dr. Todd stated that staff received a call on Tuesday, November 20th, from Chief Dennis Nolan with Reno Fire indicating that Reno Fire had also responded to this call. Chief Nolan's call was immediately transferred to the Epidemiologist who had worked the case. It appeared two of the firefighters had helped with the individual's breathing problems. It was discussed whether the firefighters had used personal protective equipment (PPE); Chief Nolan was going to investigate whether or not they had.

Dr. Todd stated that, ultimately, all parties that needed to be informed had been and received prophylaxis if it was indicated.

Dr. Todd explained it was understood there needed to be a protocol developed for these rare situations. He stated there was a meeting held on December 11th that included the fire agencies, Infection Control from the hospitals and Epidemiology staff, and informed a flow chart and guidelines had been developed. He informed REMSA would now be asked whether fire had responded to allow them to be notified; the Medical Examiner's Office would also be contacted for responder information if they were involved.

Dr. Todd explained the information of a case may come initially from a hospital or from the Medical Examiner's office, whose information would flow into the Epidemiology program. Epidemiology would begin a case investigation to determine persons who may have had contact with the patient which may also include law enforcement. He stated the flow chart they developed is detailed and opined that it should guide any future required response.

Dr. Todd informed there are approximately 80 reportable diseases, but there are a much smaller number that are specifically mentioned in the Nevada Administrative Code that are required to be notified to a fire agency if there has been a potential for exposure. He explained this provides legal authority for Epidemiology to make notifications without breaching HIPPA regulations.

Chair Jung opined it is the responsibility of those that diagnose disease to begin the process of informing partners of this type of situation and the duty of all involved to

develop continuous improvement toward protecting the First Responders and their family's health. She stated that, as far as it is known, no untoward effects have occurred for any who came in contact with the case and a critical lesson was learned for continuous quality improvement.

Dr. Novak thanked Dr. Todd and Ms. Conti for bringing all of the related partners together to develop the response plan for any future situation of this type. He thanked them all for doing a great job.

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

District Health Officer Report – Public Health Accreditation (PHAB), Quality Improvement, Strategic Plan, Community Health Improvement Plan, Truckee Meadows Healthy Communities (TMHC), NHALE, Legislative Session, County Complex Master Plan, New CCHS Fees, Washoe County District Board of Health Scholarship Endowment Fund, Other Events and Activities and Health District Media Contacts.

Mr. Dick informed the meeting Dr. Todd had referred to had occurred on the 12th, not the 11th, but that it was understandable the date be misquoted due to the activity of the week. He expressed thanks to the EMS and hospital partners for making themselves available to meet on such short notice to resolve this issue.

Regarding Public Health Accreditation, Mr. Dick informed a site visit team had been assigned for the Health District. A list of potential team members had been sent to the Health District for review to eliminate those with possible conflicts of interest. He informed the site visit team will be led by Ms. Kara Zoller(sp?) from Sherburne County Health and Human Services in Minnesota, and Ms. Cassandra Call of Placer County Public Health Division and Ms. Christine Filipovich of the Pennsylvania State Department of Public Health will complete the team. Dates for the visit have not been set, but WCHD documentation has been provided to the team and they have begun their review. Mr. Dick stated he would inform the Board of the site visit dates when they became available.

Mr. Dick expressed he is grateful for the new Government Affairs Liaison, Ms. Joelle Gutman, who will begin work with the Health District on January 7th. He informed Ms. Gutman will be providing the Legislative update to the Board at the January DBOH Meeting, as well as presenting a Legislative policy for the Board's review and possible approval to guide staff during the Legislative Session.

Mr. Dick highlighted the letter of thanks from Ms. Nikki Stone, recipient of this year's Washoe County District Board of Health Scholarship Endowment Fund Scholarship, included in their packet for their review. He informed of the contribution he recently made toward the District Board of Health Endowment Fund at UNR. He explained the process was quite easy with the ability to make donations on their website. He stated he would send the link for the website to the Board in the event they would like to contribute.

Mr. Dahir inquired if the Accreditation site visit team would want to meet with Board Members. Mr. Dick stated he was not aware if that would be an expectation, but he would provide that information to the Board.

15. *Board Comment

Chair Jung opened the Board comment period.

Dr. Novak commented that they would all miss Dr. Hess.

In order to be informed and prepared for possible effects locally, Chair Jung requested a report from staff as to the extent of funding from federal, state and local governments for this community's medically fragile citizens, especially children. She stated she would forward an article from Mother Jones to staff as a starting place, relating the article's information concerning people who are migrating to states that provide better care for their children.

Chair Jung extended her thanks to Dr. Hess for his expertise on the Board and for the information learned from him. She stated he and his family are a treasure to this community and that he would be missed, although she felt sure their paths would cross as public servants do not really retire.

Chair Jung closed the Board comment period.

16. *Public Comment

As there was no one wishing to speak, Chair Jung closed the public comment period.

17. Adjournment

Chair Jung adjourned the meeting at 2:19 p.m.

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. 9th Street, Building B, Reno, NV 89512, or by calling 775.328.2415, 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.