

WASHOE COUNTY DISTRICT BOARD OF HEALTH MEETING MINUTES

Members

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

**Thursday, August 27, 2015
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

Acting Chair Novak called the meeting to order at 1:04 p.m.

The following members and staff were present:

Members present: Dr. John Novak, Acting Chair
Julia Ratti, Vice Chair (participated by phone)
Dr. George Hess
David Silverman

Ms. Spinola verified a quorum was present.

Members absent: Kitty Jung, Chair
Mike Brown
Neoma Jardon

Staff present: Kevin Dick, District Health Officer, ODHO
Leslie Admirand, Deputy District Attorney
Anna Heenan, Administrative Health Services Officer, AHS
Charlene Albee, Division Director, AQM
Steve Kutz, Division Director, CCHS
Randall Todd, Division Director, EPHP
Bob Sack, Division Director, EHS
Dawn Spinola, Administrative Secretary/Recording Secretary, ODHO

2. *Pledge of Allegiance

Dr. Hess led the pledge to the flag.

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.

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

4. Approval of Agenda

August 27, 2015

Dr. Hess moved to approve the agenda for the August 27, 2015, District Board of Health regular meeting. Mr. Silverman seconded the motion which was approved four in favor and none against.

5. Approval of Draft Minutes

July 23, 2015

Mr. Silverman moved to approve the minutes of the July 23, 2015 District Board of Health regular meeting as written. Dr. Hess seconded the motion which was approved four in favor and none against.

6. Recognitions

A. Years of Service

1. Wesley Rubio, 5 years, hired 8/6/10 – EHS

Mr. Rubio was not in attendance

2. Edwin Smith, 10 years, hired 8/8/05 – AHS

Mr. Dick congratulated Mr. Smith and presented him with a commemorative certificate.

3. Jim English, 15 years, hired 8/14/00 – EHS

Mr. Dick congratulated Mr. English and presented him with a commemorative certificate.

4. Charlene Albee, 20 years, hired 7/31/1995 – AQM

Mr. Dick congratulated Ms. Albee and presented her with a commemorative certificate.

5. Denise Cona, 30 years, hired 8/19/85 – EHS

Mr. Dick congratulated Ms. Cona and presented her with a commemorative certificate.

C. Promotion

1. Heather Holmstadt, Public Health Investigator to Epidemiologist

Dr. Todd stated the division was pleased with her promotion.

B. Retirements

1. Kathy Dickens, 15 years, 11/2/99 through 8/28/15 - CCHS

2. Kathleen Hanley, 21 years, 7/25/94 through 8/19/15 – EHS

Mr. Dick recognized Ms. Dickens' and Ms. Hanley's long service to the Health District and stated that although they were not able to attend, they would be receiving commemorative clocks.

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. Air Quality Management Cases

Staff Representative: Charlene Albee

1. Recommendation to uphold citations not appealed to the Air Pollution Control Hearing Board
 - a. Q & D Construction – Case No. 1175, NOV No. 5463
 - b. Jackson Food Stores #32 – Case No. 1177, NOV No. 5479

B. Budget Amendments/Interlocal Agreements

1. Ratification of Interlocal Agreement between the Washoe County Health District and Washoe County to provide multiple locations for the Health District to locate, install operate, and maintain Air Monitoring Equipment for the period upon ratification until terminated by either party; and if approved, authorize the Chair to execute.

Staff Representative: Erin Dixon

2. Approval of Notice of Subgrant Award from the Division of Public and Behavioral Health in the amount of \$258,633 (with \$25,863.30 or 10% match) for the budget period July 1, 2015 through June 30, 2016 in support of the Assistant Secretary for Preparedness and Response (ASPR) Hospital Preparedness Program; and if approved authorize the Chair to execute the award.

Staff Representative: Patsy Buxton

Dr. Hess moved to approve the Consent Agenda as presented. Mr. Silverman seconded the motion which was approved four in favor and none against.

8. Recommendation to Appoint Mr. Gerald Lee Squires, Jr., for an Initial Three Year Term to the Air Pollution Control Hearing Board (APCHB), Serving from August 27, 2015 to August 26, 2018

Staff Representative: Charlene Albee

Ms. Albee reviewed the structure and responsibilities of the APCHB, discussed the contributions of the individual who had previously held the position. She introduced Mr. Squire, Jr. and explained his qualifications.

[Correction to item – in the original agenda and staff report Mr. Squire, Jr. was incorrectly introduced as Mr. Squire(s), Jr.]

Dr. Hess moved to appoint Mr. Gerald Lee Squire, Jr., for an initial three-year term to the Air Pollution Control Hearing Board (APCHB), serving from August 27, 2015 to August 26, 2018. Mr. Silverman seconded the motion which was approved four in favor and none against.

Dr. Novak thanked Mr. Squire for volunteering.

9. *REMSA Board Member Report

Presented by: Tim Nelson

Mr. Nelson reviewed what he had learned about REMSA and had observed as a Board member. These items included the various services REMSA provides to the community, their successful fiscal status and supporting bank oversight, budget details to include equipment costs, attitudes of management and employees, their competition, and his overall

favorable opinion. Mr. Nelson noted that he was chairing the RMESA finance subcommittee.

Dr. Novak thanked Mr. Nelson for volunteering. Mr. Silverman reiterated the Board's appreciation for Mr. Nelson's liaison activities between the two Boards.

Mr. Dick opined the District Board of Health (DBOH) had made a wise decision in the selection of Mr. Nelson based on his knowledge of Mr. Nelson's engagement with and contributions to the REMSA Board.

10. Regional Emergency Medical Services Authority

Presented by Jim Gubbels

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

Mr. Gubbels reported for the month Priority One compliance in Zone A was 92 percent. For Priority One Zones B, C and D, it was 99 percent. Year-to-date average for Priority One Zone A was 92 percent. For Priority One Zones B, C and D, it was 99 percent.

Average Priority One response time in minutes was 5:29 for Reno, 6:02 for Sparks and 8:39 for Washoe County. Average Priority Two response time in minutes was 5:50 for Reno, 6:55 for Sparks and 8:31 for Washoe County.

Year-to-date average numbers were the same as July is the first month of the fiscal year.

Average bill for the month was \$1,094, bringing the year-to-date total to \$1,094. The allowable ground average bill for the new fiscal year is \$1,098.

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

Vice President of Operations Kevin Romero discussed joint trainings that had been conducted. The next round of trainings is in the planning stages.

Mr. Silverman moved to accept the report as presented. Dr. Hess seconded the motion which was approved four in favor and none against.

11. Acknowledge receipt of the Health District Fund Financial Review for July, Fiscal Year 2016

Staff Representative: Anna Heenan

Ms. Heenan reviewed the highlights of the staff report. She noted that additional revenues are being generated through the new fees and an increase in activity.

Dr. Hess moved to accept the report as presented. Mr. Silverman seconded the motion which was approved four in favor and none against.

12. *NALBOH (National Association of Local Boards of Health) Conference Report

Presented by: Dr. Novak

Dr. Novak opined NALBOH was an organization that is experiencing a period of refreshment and upgrades. He noted that going to the conference had been very worthwhile. His major focus had been to learn about and discuss accreditation and public health law.

Dr. Novak stated his overall opinion of the standards and overview of the Public Health Accreditation Board was that there is a nationwide movement towards accreditation. He opined the Health District should move in that direction, particularly since some of the major components of the process had already been completed or were underway. The downside is that it can be a lengthy and potentially expensive project.

Dr. Novak had asked other attendees if accreditation was necessary. He learned that currently it is not, but there are indications that numerous funding agencies will positively factor

accredited status in to their decision-making processes in the future.

Dr. Hess stated he had enjoyed reviewing the information and asked if all members should attend. Dr. Novak supported that idea.

13.*Staff Reports and Program Updates

- A. Air Quality Management, Charlene Albee, Director
Program Update, Divisional Update, Program Reports

Ms. Albee stated she had nothing further to add but would be happy to answer questions.

Dr. Novak noted the number of renewals of existing air permits was diminishing. Ms. Albee explained that the new permitting process allowed a facility to have a single permit for all of their equipment, instead of having one permit for each industrial process. Additionally, new equipment was replacing old, negating the need for a permit.

- B. Community and Clinical Health Services, Steve Kutz, Director
Immunizations, Divisional Update, Program Reports

Mr. Kutz stated he had nothing further to add but would be happy to answer questions.

- C. Environmental Health Services, Bob Sack, Director
Program Updates - Food, IBD, Land Development, Safe Drinking Water, Vector-Borne Disease, Waste Management, and EHS Inspections / Permits / Plan Review

Mr. Sack noted five pools had tested positive for West Nile Virus within the past few weeks. More chemicals will be purchased to address the mosquito population.

Dr. Hess suggested it was unusual that any water was ponding in light of the drought. Mr. Sack explained there were approximately 25,000 drop inlets on the storm drain systems that hold water. He noted there have been numerous storms that have filled up storm water basins and anything else that may act as catch basins.

Mr. Sack explained some Food and Drug Administration (FDA) grant funding had been used to hire an intermittent hourly staff member who will help with implementing the new food regulations and assist in education development.

- D. Epidemiology and Public Health Preparedness, Dr. Randall Todd, Director
Program Updates for Communicable Disease, Public Health Preparedness, and Emergency Medical Services

Dr. Todd explained the State communicable disease reporting system was upgraded in June and had not worked well since then, and not at all between July 24 and August 18. The problem appears to have been resolved.

Dr. Todd noted September was National Preparedness Month. The emphasis is on preparedness in general, so staff has partnered with the County Emergency Management program to develop a month-long program for the public regarding different aspects of preparedness.

Dr. Todd explained a private ambulance company had been invited to provide services to the Nugget for the Rib Cook Off. The ambulance company felt it would not be a violation unless they transported a patient, which they did not intend to do, unless it was absolutely essential. Health District Emergency Medical Services (EMS) staff had expressed concern that would violate the Franchise Agreement with REMSA. EMS staff has since ascertained that REMSA will provide ambulance services to the event.

Dr. Novak asked for clarification regarding the Points of Dispensing (POD) agreements with NV Energy and Circus Circus. Dr. Todd explained there may be reasons for the Health District to need to dispense medications to many or all of the citizens and visitors of Washoe County in a very short amount of time. Partnering with other public and private agencies allows them to dispense the medication to their employees and families, reducing the burden to Health District staff. Additionally, once they have taken care of their own, they are able to augment public distribution.

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, Other Events and Activities and Health District Media Contacts

Mr. Dick thanked Dr. Novak for leading the meeting with no advance notice. He noted that the staff report format now included a section that indicated that all necessary approvals had been obtained, in response to the Board's request.

A video of the Healthy Communities Festival was shown for the Board members. (Link: http://washoe-nv.granicus.com/MediaPlayer.php?view_id=6&clip_id=1741)

Mr. Dick noted Health District staff had attended the festival working with Immunize Nevada and Kids to Senior Corner Catholic Charities on immunizations.

Mr. Dick stated the final District-wide Quality Improvement training would be held September 15.

The National Association of County and City Health Officials (NACCHO) has grant funding available to support activities related to accreditation, to include development of the strategic plan. Mr. Dick spoke with Chair Jung regarding obtaining contract services through OnStrategy to assist in the strategic planning process. He and staff are working on the proposals for both the grant and the support contract.

Mr. Dick noted that in January of 2014, a special meeting of the Board had been convened for the purpose of going through the NALBOH self-assessment exercise. Chair Jung had opined that repeating the exercise would be a good idea, and indicated it should be discussed by the Board.

Mr. Dick explained the National Emergency Management Accreditation Review Team had visited Washoe County and studied all required elements for the regional program. The Health District provided emergency communications procedure materials. Reports have come in that the County is one of only two communities in the country that have had 100 percent coverage of all of the elements of the national accreditation program, and it appears likely that Washoe County will receive accreditation. Mr. Dick acknowledged the work of all agencies as partners involved in emergency planning.

14.*Board Comment

Limited to announcements or issues for future agendas.

Dr. Novak supported the idea of working to obtain the NACCHO grant funding for the accreditation process.

Dr. Novak requested an item for discussion regarding potential special meetings be included on the September agenda.

Dr. Novak noted the REMSA contract had a 30-day exit clause and the Board had intended to discuss a possible lengthening of that. He asked if Deputy District Attorney (DDA) Admirand had conducted any work on that subject and she stated she had not, but pointed out it could be placed on a future agenda if the Board wished. Dr. Novak stated he would like that to occur. Mr. Dick and DDA Admirand clarified the document in question was the Interlocal Agreement for the Health District rather than the REMSA contract.

15. Emergency Items

None.

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.

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

17. Adjournment

At 2:10 p.m., Mr. Silverman moved to adjourn. Vice Chair Ratti seconded the motion which was approved four in favor and none against.

Respectfully submitted,



Kevin Dick, District Health Officer
Secretary to the District Board of Health



Dawn Spinola, Administrative Secretary
Recording Secretary

Approved by Board in session on September 24, 2015.