

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

Members
Kitty Jung, Chair
Oscar Delgado
Kristopher Dahir
Dr. George Hess
David Silverman
Dr. John Novak
Michael D. Brown

**Thursday, December 15, 2016
1:00 p.m.**

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

PUBLIC HEARING ITEM SCHEDULED ON THIS AGENDA

(Complete item description on second page.)

- **Proposed Amendments to the Regulations of the Washoe County District Board of Health Regulations Governing Air Quality Management**

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

December 15, 2016

5. *Recognitions

A. New Appointment

- i. Sparks Councilman Kristopher Dahir, DBOH Board Member. Appointed 11/28/2016

B. Reclass/Promotion

- i. Lei Chen from Sr. Epidemiologist to Epidemiology Program Manager retroactive to 9/15/16
- ii. Christina Conti Rodriguez, title changed from EMS Program Manager to Preparedness and EMS Program Manager - EPHP

iii. Carmen Mendoza, Office Assistant II to Office Assistant III – EPHP

C. Transfers

- i. Dawn Spinola, 11/15/16, Administrative Secretary – EPHP from ODHO
- ii. Tim (Cuauhtemoc) Buitron Office Assistant II reassigned from WIC to Central Clinic - CCHS

D. New Hires

- i. Kerry Chalkley, 10/31/2016, Epidemiologist – EPHP
- ii. Falisa Hilliard, 11/14/16, Office Support Specialist – ODHO
- iii. Laura Rogers, 11/14/16, Administrative Secretary - ODHO
- iv. Christina Sheppard, 11/28/16, Advance Practice Registered Nurse – CCHS
- v. Samantha Beebe, 11/28/16, Public Health Nurse – CCHS
- vi. Jackie Lawson, 11/28/16, Office Support Specialist – EPHP

E. Achievements

- i. Charlene Albee – Elected to the Board of National Association of Clean Air Agencies (NACAA) – AQM
- ii. Suzanne Dugger – Completion of Excellence in Public Service Certificate – AQM
- iii. Laurie Griffey – Completion of Essentials of SAP for HR Reps Certificate - AHS

6. Proclamations

Radon Action Month Proclamation

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
October 27, 2016

B. Budget Amendments/Interlocal Agreements

- i. 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 August 1, 2016 through July 31, 2017 in the total amount of \$296,295 in support of the Epidemiology and Laboratory Capacity (ELC) Grant Program; and if approved authorize the District Health Officer to execute the Subgrant Award.
Staff Representative: Patsy Buxton
- ii. Approve the modification of the Community and Clinical Health Services laboratory fee schedule to add semen analysis for \$105.82.
Staff Representative: Nancy Kerns-Cummins
- iii. Approve a Subgrant Award from the State of Nevada Department of Health and Human Services, Division of Public & Behavioral Health retroactive to October 1, 2016 through September 30, 2017 in the total amount of \$1,062,144 (no required match) in support of the Community and Clinical Health Services Division (CCHS) Women, Infants and Children (WIC) Program IO# 10031; approve the abolishment of one vacant permanent full-time Office Assistant II position (PC# 70002141); and authorize the District Health Officer to execute the Subgrant Award.
Staff Representative: Nancy Kerns-Cummins

- iv. Approve Subgrant Amendment #2 from the State of Nevada Department of Health and Human Services, Division of Public & Behavioral Health retroactive to January 1, 2016 through March 31, 2017 in the total amount of \$78,201.00 (no required match) in support of the Community and Clinical Health Services Division (CCHS) Immunization Program IO# 10028, IO# 10029 and IO# 11319 and authorize the District Health Officer to execute the Subgrant Amendment.
Staff Representative: Nancy Kerns-Cummins
 - v. Approval of Award from the National Association of County and City Health Officials (NACCHO) for the period upon approval through August 31, 2017 in the total amount of \$7,595.75 in support of the Environmental Health Services Division (EHS) Food Program, Retail Program Standards Mentorship Program, IO TBD; and if approved, authorize the District Health Officer to execute the Agreement.
Staff Representative: Patsy Buxton
- C. Acknowledge receipt of the Health Fund Financial Review for October and November, Fiscal Year 2017
Staff Representative: Anna Heenan
- 8. PUBLIC HEARING Presentation, discussion and possible adoption of the proposed revisions to the District Board of Health Regulations Governing Air Quality Management, Section 030.600 Prevention of Significant Deterioration (PSD)**
Staff Representative: Charlene Albee
- 9. *Update on the Hillside Cemetery disinterment permit**
Staff Representative: Bob Sack
- 10. Review, discussion and possible approval of the Business Impact Statements regarding Proposed Revision of the Regulations of the Washoe County District Board of Health Governing Public Swimming Pool and Spa Operator Certification Program with a finding that the revised regulations do not impose a direct or 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 January 26, 2017 at 1:00 pm.**
Staff Representatives: Jim English and Wes Rubio
- 11. Review, discussion and possible approval of Business Impact Statements regarding Proposed Repeal and Replacement of the Regulations of the Washoe County District Board of Health Governing Invasive Body Decoration, with a finding that the revised regulations do not impose a direct or 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, and possible adoption of proposed fees for January 26, 2017 at 1:00 pm.**
Staff Representatives: Jim English and Wes Rubio
- 12. Regional Emergency Medical Services Authority**
Presented by Don Vonarx and Kevin Romero
- A. Review and Acceptance of the REMSA Operations Report for October 2016
 - B. *Update of REMSA's Public Relations Activities during October 2016

- 13. Presentation, discussion and possible acceptance of the 2016 Solid Waste Management Plan for Washoe County as drafted, and direction to staff to submit the plan to the Nevada Division of Environmental Protection for final approval as required in NRS 444.510 and if the plan is approved with no edits, to enact the plan and objectives.**
Staff Representative: Jim English
- 14. 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 (Item tabled during original meeting date of October 27, 2016).**
Staff Representative: Chair Kitty Jung
- 15. 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 (Item tabled during original meeting date of October 27, 2016).**
Staff Representative: Chair Kitty Jung
- 16. Possible Approval of 2017 Washoe County District Board of Health Meeting Calendar**
Staff Representative: Kevin Dick.
- 17. Election of District Board of Health Chair for 2017-2018**
- 18. Election of District Board of Health Vice Chair for 2017-2018**
- 19. Approval of authorization to travel and travel reimbursements for non-County employee Dr. John Novak in the approximate amount of \$550, to attend the 2017 NALBOH Interim Board Meeting in St. Louis MO in early 2017.**
Staff Representative: Kevin Dick.
- 20. *Staff Reports and Program Updates – November and December**
 - A. Air Quality Management, Charlene Albee, Director
Program Update, Divisional Update, Program Reports
 - B. Community and Clinical Health Services, Steve Kutz, Director
Divisional Update – Data & Metrics; Program Reports
Program Update – World AIDS Day; Divisional Update – Data & Metrics; 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
Staffing, Regional License/Permit Program, Panther Drive, NALHO, Quality Improvement, Truckee Meadows Healthy Communities (TMHC), Community Health Improvement Plan, Accreditation, Washoe County District Board of Health Scholarship, 2017 Legislative Session, Other Events and Activities and Health District Media Contacts

21. *Board Comment

Limited to announcements or issues for future agendas.

22. *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.

23. Adjournment

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:

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

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.