

Washoe County District Board of Health Meeting Minutes

Members

Kitty Jung, Chair
Dr. John Novak, Vice Chair
Oscar Delgado
Kristopher Dahir
David Silverman
Dr. George Hess
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**

1. *Roll Call and Determination of Quorum

Chair Jung called the meeting to order at 1:00 p.m.

The following members and staff were present:

Members present: Kitty Jung, Chair
Dr. George Hess
Dr. John Novak
Oscar Delgado
Kristopher Dahir

Members absent: Michael D. Brown
David Silverman

Ms. Rogers verified a quorum was present.

Staff present: Kevin Dick, District Health Officer, ODHO
Leslie Admirand, Deputy District Attorney
Anna Heenan, Administrative Health Services Officer
Bob Sack, Director, EHS
Steve Kutz, Director, CCHS
Charlene Albee, Director, AQM
Randall Todd, Director, EPHP
Sara Behl, Director of Programs and Projects, ODHO
Laura Rogers, Administrative Secretary/Recording Secretary, ODHO

2. *Pledge of Allegiance

Charlene Albee 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 15, 2016

Mr. Delgado moved to approve the agenda for the December 15, 2016, District Board of Health regular meeting. Dr. Hess seconded the motion which was approved five in favor and none against.

5. *Recognitions

A. New Appointment

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

Mr. Dick welcomed Mr. Dahir to the District Board of Health, participating as the elected representative from the City of Sparks.

B. Reclass/Promotion

- i. Lei Chen from Sr. Epidemiologist to Epidemiology Program Manager retroactive to 9/15/2016

Mr. Dick congratulated her on her promotion.

- ii Christina Conti Rodriguez, title changed from EMS Program Manager to Preparedness and EMS Program Manager – EPHP

Ms. Conti has taken on the additional responsibilities of Public Health Preparedness Supervisor due to Jeff Whiteside's retirement who acted in that capacity.

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

Ms. Mendoza was not in attendance.

C. New Hires/Transfers

- i. Kerry Chalkley, 10/31/2016, Epidemiologist - EPHP

Dr. Todd introduced and welcomed Ms. Chalkley who was recruited from the state of Virginia and worked as an Epidemiologist there.

- ii. Falisa Hilliard, 11/14/16, Office Support Specialist - ODHO

Ms. Behl welcomed Ms. Hilliard who transferred from the Community Services Department. Ms. Hilliard will be working on the Public Health Accreditation activities.

- iii Laura Rogers, 11/14/16, Administrative Secretary – ODHO

Mr. Dick introduced Ms. Rogers who transferred from the Treasurer's Office and was promoted to the Administrative Secretary position. Ms. Rogers will serve as the Clerk for the District Board of Health.

- iv. Tim (Cuauhtemoc) Buitron, Office Assistant II reassigned from WIC to Central Clinic – CCHS

Mr. Dick was pleased to announce Mr. Buitron's reassignment and the support he will provide to the Central Clinic.

- v. Dawn Spinola, 11/15/16, Administrative Secretary – EPHP from ODHO

Mr. Dick announced Ms. Spinola's transfer to support the EPHP Division and stated he was happy that she will continue to be employed within the Health Department.

vi. Christina Sheppard, 11/28/16, Advance Practice Registered Nurse – CCHS

Mr. Kutz introduced Ms. Sheppard, reviewed her qualifications and expressed that they were happy to have her.

vii. Samantha Beebe, 11/28/16, Public Health Nurse – CCHS

Mr. Kutz welcomed Ms. Beebe who will be working in the STD Program as the Disease Intervention Specialist. She a Reno native and comes to us from West Hills Hospital.

viii. Jackie Lawson, 11/28/16, Office Support Specialist – EPHP

Dr. Todd welcomed Ms. Lawson who will be supporting both EMS and Public Health Preparedness, and comes to this department from Social Services.

D. Achievements

i. Charlene Albee – Elected to the Board of National Association of Clean Air Agencies (NACCA) – AQM

Mr. Dick congratulated her on her election and stated that he was pleased she was participating on that Board and representing the Health Department.

ii. Suzanne Dugger – Completion of the Excellence in Public Service Certificate – AQM
Ms. Dugger was not in attendance.

iii. Laurie Griffey – Completion of Essentials of SAP for HR Reps Certificate – AHS

Mr. Dick congratulated Ms. Griffey on the completion of this certificate program.

6. Proclamations

Radon Action Month Proclamation

Mr. Dick presented the Proclamation for Radon Action Month for January 2017 to Nadia Noel and Susan Howe from the UNR Cooperative Extension. Mr. Dick read the Proclamation to those assembled. Ms. Noel 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 announced that the Cooperative Extension is giving free radon test kits to residents of Nevada and the dates and locations of upcoming presentations for the education of Nevada residents to the dangers of radon.

There was no public comment on this item.

Dr. Novak moved to adopt the resolution and Dr. Hess seconded the motion which was approved five in favor and none against.

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

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

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

Ms. Albee presented the staff report and gave an overview of the proposed regulations as they relate to a decision made by US Supreme Court regarding the greenhouse gas rules. The proposed revisions to the DBOH regulations expedite the licensing of businesses that are not subject to the federal permitting process which will benefit the economy. Also implemented are strengthened administrative processes with a focus on notification to EPA for facilities subject to PSD and ensures public notice and notification to the facility.

Kristopher Dahir moved to adopt the proposed revisions to the District Board of Health Regulations Governing Air Quality Management. Dr. Novak seconded the motion which was approved five in favor and none against.

9. *Update on the Hillside Cemetery disinterment permit

Staff Representative: Bob Sack

Mr. Sack presented the staff report in regards to the disinterment permit that was issued in 2014, was renewed twice and remains valid. In September 2016, the Health Officer also required Sierra Memorial Gardens to submit a health and safety plan. To date, the plan has not been received and there is no active disinterment.

Dr. Hess asked if the legal status of the heirs has been clarified in regards to ownership of the burial sites.

DDA Admirand stated that the three parcels that the permit was issued for are owned by Sierra Memorial Gardens, and they are the burial authority for those three permits. She explained that there is controversy between the parties as to the status of the ownership of the graves. DDA Admirand stated that she does not have a position on this issue, that it should be decided in a court of law should the issue arise.

Mr. Sack commented that the Health District issued this permit in response to an application, and that the Health District's interest in the matter is limited to public health safety.

Mr. Dahir requested clarification that Health District's interest is solely public health and that all other permitting and legalities are the responsibility of Sierra Memorial Gardens. Mr. Sack confirmed.

Mr. Gordon, with Lewis Roca Rothgerber Christie LLP and representing City View Terrace LLC who holds the option to purchase Hillside Cemetery with Sierra Memorial Gardens, and who is authorized to do so, spoke on behalf of Sierra Memorial Gardens. He stated that Sierra Memorial Gardens is a legal cemetery authority and had the right to disinter and reinter the entire cemetery. He acknowledged the letter regarding the health and safety plan and advised that they intend to fully comply. Mr. Gordon requested that Sierra Memorial Gardens be notified when related items appear on future agendas.

Dr. Novak asked why the disinterment was taking place. Mr. Gordon replied that it was to consolidate and create a fund for the preservation of the graves.

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 Representative: Jim English

Mr. English presented the Business Impact Statement and explained that this efficiency measure will benefit the business owners as well as the Health District. While the requirement for certification remains in effect for swimming pool and spa operators, this measure would eliminate the additional identification card currently required by Washoe County Health District.

Councilman Dahir asked what the fiscal impact would be. Mr. English indicated it would have no impact, since the fees received for the card would approximately equal the salary and equipment expenses.

Dr. Novak moved to approve the Business Impact Statements. Mr. Dahir seconded the motion which was approved five in favor and none against.

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 Representative: Wes Rubio

Mr. Rubio stated that the largest impact proposed would be the requirement for testing of autoclaves by a certified lab. The cost for the monthly service provided locally is \$20 per visit per year, a total of \$240 per year. Online services will provide the spore testing kits ranging from \$84-\$186 depending on the amount of spore testing strips ordered. The testing can be free depending on the online service selected.

There are types of facilities that are not currently regulated but would be if this Business Impact Statement is approved. Tattoo removal services would now be required to obtain an annual operating permit; the current cost for that permit is \$189 and involves one inspection per year and the requirement to maintain the facility according to Health District regulations. A broad geographic range was searched for this business type and all were mailed notifications and all operators were emailed that have operated within Washoe County in the last two years.

Two non-recurring fees are proposed. One is a construction fee that would be required when a facility is being built or remodeled. This provision would require that plans associated with building permits issued by local governmental agencies be routed to EHS to conduct a review. Included in the review would be the plan review and onsite inspections prior to the facility being able to open.

A promoter fee is also proposed to be paid for shows or conventions where any operator would be providing tattoo or other types of body art. The revenue from these fees would pay for the inspection of the location to assure it is a safe venue for the public to receive these types of services.

Additional impacts to all permitted facilities would be the requirement to have a current certificate demonstrating that all personnel have completed and passed a blood-borne pathogen training. Also required would be for operators to have either certification of a current Hepatitis B vaccination or a declination form on site if that is their preference.

These proposed changes to the regulations were requested by operators. The proposals were written and formatted to ensure that there were minimal impacts to all existing facilities while updating the regulations to meet the current industry and national standards. Minimization of external requirements was important in drafting these requirements so as not to disrupt business and allow for continued operation.

Dr. Novak asked if the permit for conventions would be paid by the individual operators or for the promoter. Mr. Rubio clarified that it would be at the promoter level, and that historically, the services have been provided without compensation. This fee would fund the inspections and promote public health. Mr. Rubio went on to explain that individual operators are currently required to obtain a permit to operate, but the new fee paid by the

promoter would assure that the venue and what they are proposing to do will be in accordance with DOH regulations and be safe for the persons obtaining these services.

Dr. Novak also asked if the \$503 Promotor Fee cover the expected costs, and Mr. Rubio confirmed that it should be sufficient.

Dr. Hess moved to adopt the Business Impact Statements. Mr. Delgado seconded the motion which was approved five in favor and none against.

12. Regional Emergency Medical Services Authority

Presented by Don Vonarx

A. Review and Acceptance of the REMSA Operations Report for October 2016

Mr. Vonarx made the suggestion for process improvement that would allow them to report a month in arrears to assure accuracy. This would allow for adjustment due to insurance and contractual obligation.

Dr. Hess noted that the patient's age does not show on the report's demographics. Mr. Vonarx indicated that this information would be reported going forward.

Kristopher Dahir moved to accept the REMSA Operations Report for October 2016 with the noted changes. Dr. Novak seconded the motion which was approved five in favor and none against.

B. *Update of REMSA's Public Relations Activities during October 2016

Mr. Vonarx indicated that Mr. Romero is not present and that the operational updates are not available.

Dr. Novak expressed his appreciation of the addition of the Ground Ambulance Customer Comments and responses to those comments in the Educational and Training Report/Statistics section. He commented that it adds a layer of transparency to the operation.

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

Mr. English presented the updated 2016 Solid Waste Management Plan for Washoe County, which includes the entire Health District. He stated that the Washoe County Health District is the Solid Waste Management Authority for Washoe County which includes the cities of Sparks, Reno, unincorporated Washoe County and the GID's.

The Plan Mr. English presented is the state-required five year Solid Waste Management Plan that is used to base their activities upon as the Solid Waste Management authority.

He was pleased to announce that this is the first time that the plan was updated within the five year time frame as is required by law. He expressed thanks to Lee Bryant who recently left the Division, and Luke Franklin, Senior Environmentalist of this program who made sure this deadline was met. This completion of this plan is part of the Strategic Objectives and the Health District's overarching goals that were set last April.

This Plan is the framework that will be used in the next five years as they collaborate with the stakeholders in the Waste Management sector to increase recycling and increase waste diversion, as well as properly manage and dispose of waste.

Chair Jung asked if this is the five year update of the Plan, and Mr. English confirmed that it is.

Dr. Hess congratulated Mr. English on the excellent report that he presented. He then asked how waste management was monitored for the residents north of Gerlach. Mr. English stated that they work with these residents as necessary to provide options for waste disposal. They have the option to haul waste to the Gerlach Transfer Station or to divert the waste to eastern California. The seven-day rule for waste disposal is not enforced as strictly in that area, nor are there many complaints.

Mr. Dahir asked why the report indicated that Washoe County had not signed the franchise agreement. Mr. English responded that Washoe County Health District is not part of the franchise negotiations, and that it is Washoe County who would have that authority. He stated that the report was finalized a month before it was to go to the Board in November, and that Washoe County has since signed and updated the franchise agreement - he thought that occurred on November 28, 2016. He also noted that the County's agreement closely mirrors the City of Sparks's agreement.

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

- 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

Chair Jung read the proposal and stated that these recommendations are in alignment with the increases received by the bargaining units. She explained that unrepresented employees receive the same adjustments to salary as the bargaining units that the DBOH oversees.

Dr. Hess stated that it seemed odd that the proposed increases were extended three years into the future; he thought increases to salary should be decided from year to year. He indicated that cost of living in Washoe County increase is from 0-1%. Chair Jung confirmed that these increases were the result of collective bargaining, and that by evaluating these increases for multiple years as opposed to every year provides savings to taxpayers. She opined that this method also provides the employees consistency and predictability. Chair Jung also stated that, during the recession, bargaining had to be done year to year, but a limit of three years is set for prudent financial planning. The direction was received from the Board of County Commissioners to have multi-year contracts at this point in time. She noted that there is an escape clause.

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

- 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.**

Staff Representative: Chair Kitty Jung

Chair Jung read the proposal and asked the Board would like to go over the review, if there were any points they'd like to discuss, and if they had any guidance for Mr. Dick or any new goals they would want him to achieve this next fiscal year.

Mr. Dahir stated that, since he is new to the Board, it is a pleasure to meet Mr. Dick. He said that he'd read the review, noting comments regarding the "larger picture" that were the only negative inference, but that the overall review looked positive.

Dr. Novak stated that he'd like to see a greater percentage of response going forward than the District Board of Health's 29% response received in this review. Dr. Hess requested clarification, as he was under the impression that the DBOH was 29% of the overall response to the review. Chair Jung indicated Dr. Hess was correct, and that there were five out of the seven Board members who responded. Dr. Novak stressed the importance of participating in the reviews.

Dr. Hess stated that things seem to be coming along nicely.

Mr. Delgado expressed his pleasure in working with Mr. Dick in his capacity as DHO as well as with Truckee Meadows Healthy Communities. He praised Mr. Dick for the scope of the work he has done and congratulated him on a job well done.

Chair Jung stated that this is the first District Health Officer that she's been pleased with. She said that she'd strongly encouraged Mr. Dick to take the DHO appointment because it was apparent to her that an administrator would be a better fit for the position than a doctor. She stated that it was difficult to gain acceptance of this idea, and expressed her gratitude for the work former Vice Chair Julia Ratti did to change the perception that the DHO should be a physician. Chair Jung stated that she was very pleased with Mr. Dick's performance and praised his level of activity in community health services, giving the Truckee Meadows Healthy Communities as an example. Chair Jung's only suggestion for goals would be to continue work on the large projects already in progress.

Mr. Dick expressed his gratitude to have the opportunity to serve as the District Health Officer. He wished to acknowledge the work that has been done by the Health District staff and the Leadership Team. Mr. Dick stated that the Health District Staff had been asked to do a lot over the past three years and have responded remarkably well, moving the Health District forward. He said he was proud of the achievements that were realized in that period time.

Mr. Dick also expressed his gratitude of the Division Directors, Supervisors and Seniors who are working together very well and provide support to him in serving our community and advancing public health.

Chair Jung moved to accept the report as presented. Dr. Novak seconded the motion which was approved five in favor and none against.

Chair Jung congratulated Mr. Dick on his successful review, stating that it was well deserved.

16. Possible Approval of 2017 Washoe County District Board of Health Meeting Calendar

Staff representative: Kevin Dick

Mr. Dick introduced the item and stated that the 2017 Washoe County District Board of Health Meeting Calendar was included in the Board member's packets along with a staff report. He explained that it is standard for the DBOH meetings in November and December to be held on the third Thursday instead of the fourth Thursday of those months due to the holidays, but that in 2017, the third Thursday in December falls on the 21st. Because of its proximity to the Christmas holiday, it is proposed that the meeting be moved to second Thursday of the month, placing the meeting on the December 14, 2017.

Mr. Dick noted that a date for the annual review of the Strategic Plan had not been set for 2017, but suggested that it not be scheduled in December if the calendar is accepted as proposed. He opined that early November might be better timing, and noted that he will be meeting with Erica Olsen of OnStrategy to discuss the District's progress and potential date for the meeting, and will be setting a date as soon as possible.

Dr. Hess stated that he is involved in other organizations who meet early in the month and would prefer to have the meeting on December 21st, but would decide with the majority.

Chair Jung stated that she had no preference, but it might be better for those who travel or have children due to the school holiday.

Mr. Delgado was agreeable to either date, and Mr. Dahir expressed that December 14th would be better for him. Chair Jung suggested that they agree on December 14th.

Mr. Dahir moved to accept the 2017 Washoe County District Board of Health Meeting Calendar as presented. Dr. Novak seconded the motion which was approved five in favor and none against.

17. Election of the District Board of Health Chair for 2017-2018

Mr. Dick announced the item as the election of the District Board of Health Chair for 2017-2018. Mr. Dick deferred to the Board on how to proceed.

Mr. Dick confirmed that the term length for Chair is two years and thought there was no limit on the amount of terms.

DDA Admirand indicated that there is a limit to the number of terms in the Bylaws for serving on the Board, not as an officer..

Dr. Novak stated that he would nominate the current Chair to continue to be the Chair for the DBOH, and opined that she is doing a good job.

Dr. Hess moved to elect Chair Jung as District Board of Health Chair for 2017-2018. Mr. Delgado seconded the motion which was approved five in favor and none against.

As there was no public comment, Chair Jung closed the Public Comment Period.

Chair Jung stated that this is her favorite board that she serves on.

18. Election of the District Board of Health Vice Chair for 2017-2018

Chair Jung read the item and asked the Board if there was anyone who wanted to be elected as Vice Chair. Dr. Novak volunteered, and Chair Jung explained that she would support Dr. Novak as Vice Chair because of his dedication. She further explained that Dr. Novak is in the Leadership at the national level with the National Association of the Boards of Health. He attends the annual meetings and returns to teach us all of his best practices. She opined that Dr. Novak has paid his dues here on the Board and praised his enthusiasm and diligence in examining issues put before the Board.

Chair Jung moved to elect Dr. Novak as the District Board of Health Vice Chair for 2017-2018. Dr. Hess seconded the motion which was approved five in favor and none against.

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

Mr. Dick read the item to the Board, and commented that Chair Jung did a great introduction to this item, that Dr. Novak is on the NALBOH Board. They are anticipating a meeting coming up in early January 2017. The meeting date is not set, but wanted to make sure the item was on the agenda to be able to approve the travel.

Dr. Hess moved to approve travel for Dr. Novak to attend the NALBOH Interim Board Meeting . Mr. Dahir seconded the motion which was approved five in favor and none against.

20. Staff Reports and Program Updates – November and December

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

Ms. Albee stated that she had nothing to add but was available to answer questions.

Dr. Novak commended Ms. Albee and her staff in the work they'd done over the last six to eight months involving the EPA, and stated that it appeared as though the beginnings of a good rapport with the EPA had been formed.

Chair Jung agreed with Dr. Novak's statements.

B. Community and Clinical Health Services, Steve Kutz, Director Divisional Update – Patagonia Health; Program Reports

Mr. Kutz stated that he had nothing to add but was available to answer questions.

Dr. Hess asked if it was known the number or percentage of persons in Washoe County who have had flu shots.

Mr. Kutz stated that they do not have County totals for flu shots because of the many points of distribution of the flu shots.

Dr. Novak asked if there was a mechanism to discover the number of flu shots given, due to the number of points of delivery making it difficult to track. He also queried if these providers had to report to the Health Department at month's end.

Mr. Kutz stated that, per the NRS, immunizations are a reportable event to the state immunization system, WebIZ. Mr. Kutz said he would check with the Informatics Department at the State Health Division to obtain the requested immunization data and report on his findings at the January DBOH Meeting.

Dr. Novak expressed his appreciation, stating that the information could highlight opportunities for increasing the number of persons receiving flu immunization.

Mr. Kutz stated that the DOH community partner, Immunize Nevada, which is a statewide immunization coalition, promotes immunization throughout the state not only for flu, but for all immunizations.

Mr. Dahir asked if the Health Department dispensed the immunizations to the various providers, or if they received from multiple sources.

Mr. Kutz replied that there are limited manufacturers that produce flu vaccines. Out of those, not all are approved by the FDA. For example, FluMist, the intranasal influenza vaccine was not approved by the Advisory Committee on Immunization Practices, so was pulled from the market. The immunizations that are administered are approved by the

FDA and recommended by the Advisory Committee on Immunization Practices and made available by immunization manufacturers and vendors. The Health District and other providers order these approved immunizations to administer to persons six months of age and older. Pharmacies often don't provide inoculation to anyone under the age of nine. Immunize Nevada is working to encourage pharmacies to offer this service to younger recipients. Mr. Kutz commented on the number of influenza cases seen at the clinic and at the Family Health Festivals, the next one scheduled for January 25th, and stated that it is never too late to get the flu vaccine. He reported that the number of flu cases are up. Mr. Kutz reiterated that the vaccines are FDA approved, ACIP recommended flu vaccines.

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

Mr. Sack stated that he had nothing further to add, and that he was available to answer questions.

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

Dr. Todd stated that he had some information regarding the number of administered flu vaccinations in Nevada from last year from the CDC. Roughly a third of the state population receives the flu vaccination. He opined that this was not a sufficient number, and stated that he had information that this was the worst percentage in the nation.

Dr. Todd informed the Board that the flu information included in the packet was already a bit dated, and that he had the more recent report with information through December 10th. He stated that, in tracking the influenza-like illnesses, EPHP had asked twelve providers in the county to report weekly the number of patients seen in their practice, and of that number, how many had what appeared to be the flu. For week 49, the number of instances of flu is up about 3.3%. There have been approximately 240 laboratory confirmed cases of influenza. Per the graph shown, the instance of the increase in flu cases has occurred earlier and at a steeper rate than in the past five years. The reason for this is not known as the ILI's (influenza like illnesses) do not appear abnormal, but the lab-confirmed cases do. The rest of the nation does not appear having a particularly abnormal flu season.

Dr. Todd discussed the antibiogram shown in his presentation, explaining that it is a tool for physicians in their decision of the type of antibiotic to prescribe. He stated that this is Dr. Chen's project, and that this information is available online for public review. In the 2015 antibiogram, Dr. Todd indicated that not all of the bacteria shown are reportable diseases but are important bacterial infections that frequently occur in hospitals. Using staphylococcus aureus as an example, he explained that by clicking on that bacteria, the list of antibiotics appear to assist the physician in choosing the best antibiotic for the case.

Dr. Todd went on to explain that the EPHP Division has been producing an antibiogram since 2003, and is Dr. Chen's project. Subsequently, other agencies have followed suit, citing the Southern Nevada Health District and Las Vegas areas. Also being discussed is a state-wide antibiogram, but explained that they are most useful when

based on local data. Dr. Todd also stated that some hospitals have antibiograms specific to their agency, which is beneficial for their patients.

The different formats that are available of the antibiograms are the wall mounted, the pocket version and the online version.

Dr. Hess opined that this is one of the most valuable things that the Health Department does for the health of our community and the individual resident. He used the instance of contracting one of two different types of pneumonia and how vital it is to receive the right antibiotic.

Dr. Hess explained that the antibiotic companies are do not produce new antibiotics frequently. As the number of antibiotic-resistant organisms increase, it creates a situation that could potentially return humanity to the pre-antibiotic era. The more physicians use the antibiogram, the more effective the treatment of the patient will be, helping forestall the development of further antibiotic-resistance.

At a lecture Dr. Todd was giving at the Med School, the professor in whose class he was speaking interrupted to emphasize to the students the importance of this tool in their practice of medicine.

Dr. Todd presented the 2015 CD Annual Report, and stated that it is online for review. He explained the year of the report, indicating that it takes nearly a year to compile the information. In the summary section, he discussed the report by selected diseases with information from 2011-2015. Dr. Todd showed while some instances of diseases remain nearly the same, some are increasing rather dramatically. Using chlamydia, gonorrhea, and salmonella as examples, Dr. Todd presented charts showing the dramatic increases. He also showed that the incidence of syphilis and pertussis have decreased somewhat. He then showed that a chart contained within this report can be used by groups such as the STD Clinic to target the group of persons most effected by a disease, enabling them to more effectively target interventions.

Dr. Novak asked, of the sentinel providers listed in the report, what type of practices they were. Dr. Todd stated that they are individual practices, hospitals and UNR student health; then asked Kerry Chalkley to complete the list. She stated that four of the providers are emergency departments, seven are urgent cares, and the last is the UNR Student Health Center. Dr. Novak commented that it was a good cross section of the population. Dr. Todd informed that, for the size of our population, the CD guidelines recommend one or two sentinel providers and our number far exceeds that amount.

- 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

Mr. Dick stated that the Health District has been live with the Accela Permit Software Program since October 31st, and commented on the difficulties encountered by staff in obtaining reports and billing, as well as in regards to the workflow with other jurisdictions. He explained that the Health District's situation is unique in that we not only process permits for our district, but need to receive payments for Health District services made to the cities of Reno and Sparks.

He explained that we are still working on implementation, and that an open meeting is scheduled for Wednesday, 12/21/2016, with the oversight group for the interlocal agreement for this regional permitting project. The timing of the transfer from Accela's implementation group to Accela's ongoing support group will be discussed. Mr. Dick expressed he wanted the Board to be aware that the focus of the meeting will be to ensure Accela understands the issues must be resolved before going forward.

Mr. Dick expressed the Board's pleasure that Sharon Zadra is now the Project Director of Truckee Meadows Healthy Communities. He detailed the lengthy work history they've shared since Ms. Zadra had her own communications and marketing business, also during her time as a Reno City Councilwoman and a member of the Board of Health. Ms. Zadra was selected through a competitive recruitment process that resulted in her selection.

He explained the rapid progress being made in establishing Truckee Meadows Healthy Communities as a not-for-profit corporation. Mr. Dick announced that TMHC is now a legal entity with an IRS Employee Identification Number and are working on the bylaws and the other details associated with a 501c3 organization.

He wished to acknowledge the generous assistance received from the Renown Health Foundation and that Councilman Delgado's role with Renown has helped in moving forward with their help as a fiscal agent during the transition.

Mr. Dick stated that there were 54 more days until the 2017 Legislative Session begins. To date, there are 664 BDR's that have been filed and 168 pre-filed bills. These have been monitored and those relative to the Health District are being tracked. We will be working with the County as the Legislative Session commences and be participating with a bill tracking system that the County has established. Training on this system is scheduled in January.

Mr. Dick stated he has been working with several different people and organizations on community water fluoridation. In a meeting with Assemblywoman Joyner two weeks prior, they discussed her intention to submit a BDR for community water fluoridation to move the population threshold back to 400,000. This threshold had been increased to 700,000 in 2011. There has also been work with TMWA who has been developing a preliminary design and cost estimate for community water fluoridation for calculation of the cost impact in the community and the benefit that would be derived from fluoridation. The initial numbers look promising for return on investment in increased dental health in the community.

He announced that the Assembly and Senate Chairs have been identified. Assemblyman Sprinkle from Sparks will be chairing the Health and Human Services Committee. Senator Spearman will be chairing the Senate Health and Human Services Committee. Julia Ratti, formerly of Sparks and the District Board of Health will be the co-chair on that committee.

Mr. Dick also wanted to announce that the Health District had received a thank you letter that he believed had been part of the November report packet and was inadvertently omitted from this packet, and that he'd placed a copy on the dais for the Board's review. This thank you letter is from the Washoe County District Board of Health's scholarship recipient at UNR, a Miss Natalie Reavy from Fallon. Her educational interest is epidemiology and disease investigation. Ms. Reavy stated that she was most thankful for

this scholarship because she relies on financial aid and grants to help finance her education. She explained that, as a first generation student this was also true of her undergraduate degree, and that she is graduating debt free.

Dr. Novak asked, since fluoridation had been limited by law to communities of 700,000 and the proposed lowering of that level to 400,000 would include the Washoe County area, if there is also a possibility to lower it even further to include more areas? Chair Jung stated that Washoe County cannot set priorities for other counties. Mr. Dick agreed with Dr. Novak's position that fluoridation is proven and effective, but informed that he did not receive any indication of support from Carson City in trying to reduce the level further. Mr. Dick opined that, without Carson City's support, the most viable legislative strategy would be to reduce the population level in the law to the previous number of 400,000. Mr. Dick stated that he would like to pursue the best opportunity for Washoe County.

21. *Board Comment

Chair Jung stated that Board Comments are limited to announcements or issues for future agendas. There was no Board Comment.

22. *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 2:43 p.m.

Respectfully submitted,



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



Laura Rogers, Administrative Secretary
Recording Secretary

Approved by Board in session on_____, 2016.