

## Washoe County District Board of Health Meeting Minutes

Members

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

Thursday, February 25, 2016  
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 1:00 p.m.

The following members and staff were present:

Members present: Kitty Jung, Chair  
Julia Ratti, Vice Chair  
Dr. George Hess  
Dr. John Novak  
Mike Brown  
Oscar Delgado

Members absent: David Silverman

**Ms. Spinola verified a quorum was present.**

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  
Randall Todd, Division Director, EPHP  
Bob Sack, Division Director, EHS  
Linda Gabor, Public Health Nurse Supervisor, CCHS  
Kelly Goatley-Seals, Health Educator Coordinator  
Dawn Spinola, Administrative Secretary/Recording Secretary, ODHO

2. \*Pledge of Allegiance

**Audience member Jessica Sferrazza 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

February 25, 2016

Dr. Hess stated he had understood that some issues regarding the REMSA response map were to be discussed during the February meeting. He opined some areas on the map should be redesignated.

Chair Jung requested he bring the topic up during the Board Comment section of the agenda. She explained they could not legally discuss it unless it was agendaized.

Deputy District Attorney Admirand asked Dr. Hess why he was uncomfortable with the agenda. He noted Item 10, regarding the REMSA response map, included possible approval of the implementation schedule. He reiterated he was under the impression that the issues brought up at the last meeting were to be discussed further. DDA Admirand explained that could be addressed when Item 10 was opened.

**Chief Brown moved to approve the agenda for the February 25, 2016, District Board of Health regular meeting. Dr. Novak seconded the motion which was approved six in favor and none against.**

5. Approval of Draft Minutes

January 28, 2016

**Vice Chair Ratti moved to accept the minutes of the January 28, 2016 District Board of Health regular meeting as written. Dr. Novak seconded the motion which was approved six in favor and none against.**

6. \*Recognitions

A. Years of Service

1. Lee Bryant, 5 years, hired 2/28/11 - EHS

Mr. Dick noted Ms. Bryant had worked with the Health District longer than five years as she had started her career as an Intern. He presented her with a commemorative certificate and a Washoe County 5-year pin.

2. Maria Chaidez, 20 years, hired 2/26/96 – CCHS

Mr. Dick congratulated and thanked Ms. Chaidez. He presented her with a commemorative certificate and a Washoe County 20-year pin.

3. Heylyn Lorena Solorio, 20 years, hired 2/26/96 – CCHS

Mr. Dick recognized Ms. Solorio, and presented her with a commemorative certificate and a Washoe County 20-year pin.

B. New Hires

1. Michael Touhey, Environmental Health Specialist Trainee I, hired 2/8/16 – EHS
2. Matthew Christensen, Environmental Health Specialist Trainee I, hired 2/8/16 – EHS

Mr. Sack explained Mike held a Biology degree from UNR and was previously employed by Lake's Crossing. Matt's degree is in Health Science and he had most recently been employed by UPS.

7. Consent Items

A. Budget Amendments/Interlocal Agreements

1. Approval of Notice of Subgrant Award from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health in the total amount of \$290,182 for the period Upon approval by all parties through December 31, 2016 in support of the Community and Clinical Health Services Division (CCHS) HIV Prevention Grant Program, IO 10013; approve amendments totaling an increase of \$4,662 in both revenue and expense to the FY16 HIV Prevention Grant Program, IO 10013; and if approved, authorize the Chair to execute the Notice of Subgrant Award  
Staff Representative: Patsy Buxton
2. Recommendation to approve an Intrastate Interlocal Contract between the Department of Employment, Training and Rehabilitation and the Washoe County Health District to provide immunizations for Vocational Rehabilitation Clients and Transitional Students for the period upon approval through June 30, 2020 in an amount not to exceed \$9,000; and if approved, authorize the Chair to execute the Contract  
Staff Representative: Patsy Buxton
3. Recommendation to approve an award from the Association of Food and Drug Officials (AFDO) for total funding of \$20,000 for the period December 31, 2015 through August 31, 2016 in support of the Environmental Health Services Division (EHS) Food Program Community Outreach IO TBD; approve amendments totaling an increase of \$18,182 to the Food Program Community Outreach Grant, IO TBD  
Staff Representative: Erin Dixon
4. Approve Subgrant Amendment #1 from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health in the amount of \$23,499 for the period September 1, 2015 through June 30, 2016 in support of Public Health Preparedness HPP Ebola, IO 11286; approve amendments totaling an increase of \$22,948 in both revenue and expense to FY16 HPP Ebola, IO 11286; and if approved, authorize the Chair to execute the Subgrant Amendment  
Staff Representative: Erin Dixon
5. Approval of Notice of Subgrant Award from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health in the total amount of \$194,272 for the period January 1, 2016 through December 31, 2016 in support of the Community and Clinical Health Services Division (CCHS) Immunization Grant Program, IO 10028 and IO 10029; approve amendments totaling an increase of \$1,639.36 in both revenue and expense to the FY16 Immunization Grant Program, IO 10029; and if approved, authorize the Chair to execute the Notice of Subgrant Award  
Staff Representative: Patsy Buxton
6. Recommendation to approve an Interlocal Agreement between the Washoe County Health District and University of Nevada School of Medicine Integrated Clinical Services, Inc., and University of Nevada School of Medicine Multispecialty Group Practice North, Inc., dba MedSchool Associates North to provide colposcopy and/or biopsy services for referred Family Planning clients for the period March 1, 2016 through June 30, 2017 unless extended by the mutual agreement of the Parties; with automatic renewal for successive one-year periods for a total of 3 years on the same terms unless either party gives the other written notice of nonrenewal at least 60 days prior to June 30 of each year; and if approved, authorize the Chair to execute the Contract.  
Staff Representative: Patsy Buxton

B. Recommendation to Uphold Citations Not Appealed to the Air Pollution Control Hearing

Board

Staff Representative: Charlene Albee

1. Citation No. 5484, Case No. 1179 Issued to Mr. Nick Maerz - 1380 Carlin LLC

C. Recommendation for the Re-Appointment of Ron Anderson, P.E. to the Sewage, Wastewater and Sanitation Hearing Board (SWS Board) for a three-year term beginning February 25, 2016 and ending on February 24, 2019

Staff Representative: Jim English

D. Recommendation for the Re-Appointment of Mr. Richard Harris, JD, PhD, and Mr. Joseph Serpa to the Air Pollution Control Hearing Board (APCHB) for a three-year term beginning December 20, 2015 thru December 20, 2018; and the re-appointment of Mr. Jim Kenney to the Air Pollution Control Hearing Board for a three-year term beginning January 26, 2016 thru January 26, 2019

Staff Representative: Charlene Albee

E. Acknowledge receipt of the Health District Fund Financial Review for January Fiscal Year 2016

Staff Representative: Anna Heenan

**Vice Chair Ratti moved to accept the Consent Agenda as presented. Councilmember Delgado seconded the motion which was approved six in favor and none against.**

8. Discussion and possible adoption of a Resolution supporting the implementation of the Air Quality Management Division's Ozone Advance Program

Staff Representative: Charlene Albee

Ms. Albee explained the Resolution was the first step in the Program process. Ozone Advance is a voluntary program that is conducted collaboratively between the EPA and local air agencies. The Environmental Protection Agency (EPA) provides a menu of options of voluntary measures that can be taken to either ensure standards continue to be met or provide controls for emission reductions to help the County meet the new standard.

Ms. Albee went on to further explain the steps that had occurred, which included the submittal of a letter requesting to participate and proving that the division is in compliance with all obligations and work plans with EPA. The EPA then confirmed eligibility and welcomed Washoe County into the program.

Ms. Albee noted the most important part of the Resolution was the proposed measures. They had been proven effective by other agencies across the country.

Ms. Albee explained that the next step, following District Board of Health (DBOH) approval, would be to present the Resolution to the other elected Boards and agency partners with Boards that have the power to assist in implementing the measures. A meeting has been conducted with numerous non-governmental stakeholders and they have expressed their support.

Councilmember Delgado noted that the City of Reno was working on some of the measures and suggested Ms. Albee and her staff get in touch with them to coordinate efforts. Ms. Albee explained that was already occurring through the Green Team and noted Reno had adopted Green building codes, which was one of the measures. She pointed out sustainable projects support emission reductions.

Chair Jung noted DBOH approval indicated their support that staff should go through the process of asking the other governing bodies to also adopt the Resolution.

**Councilmember Delgado moved to adopt the Resolution. Dr. Novak seconded the motion which was approved six in favor and none against.**

9. Regional Emergency Medical Services Authority

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

Presented by Don Vonarx

Mr. Vonarx reviewed the process that had been occurring in an attempt to increase customer responses. He explained that many survey cards were going out but few being returned, and opined factors such as ambivalence and timeliness may contribute to the problem. He stated the survey company has now been contracted to make phone calls, and they guarantee 150 returns per month, which translates into a 3.8 percent return.

Mr. Vonarx noted Chair Jung had asked about the policy allowing two female responders to staff an ambulance, requiring the assistance of Fire staff to assist in loading a patient. Mr. Vonarx reviewed the type of equipment available for special circumstances. He opined the situation in question would have been challenging for any two-person crew.

Mr. Vonarx explained that Fire staff often assisted in loading patients. Chair Jung suggested that was not optimal, as the County pays for Worker's Comp, and the number one Worker's Comp issue is back injuries. She opined public employees should not be assisting REMSA with lifting patients. Mr. Vonarx went on to explain that if Fire is not on-scene, another unit is typically called in.

\*B. Update of REMSA's Public Relations during January 2016

Presented by Kevin Romero

Mr. Romero noted REMSA had provided extra coverage for the Donald Trump visit, they had taught a Patrol Law Enforcement Casualty Care Course to Washoe County Sheriff's officers. Patrol officers from all jurisdictions have undergone the training and it has been credited for saving two lives to date.

Mr. Romero went on to note REMSA had participated in a State Infectious Disease Readiness Assessment, and had responded to a Mutual Aid request from the Truckee Fire Department to assist in a 30-car pileup on I-80.

Mr. Romero noted Chief Brown had requested an Intermediate Life Support (ILS) Response update, and stated that REMSA had decided to put that on hold pending further evaluation.

**Vice Chair Ratti moved to accept the report as presented. Chief Brown seconded the motion which was approved six in favor and none against.**

Dr. Novak indicated he wished to ask a question. Chair Jung re-opened Item 9A.

Dr. Novak asked who the Designee or the Clinical Director was that was tasked with reviewing cases. Mr. Vonarx stated it was Diane Rolfs, their Clinical Director, and he reviewed her qualifications.

10. Discussion and possible approval for the implementation plan of the approved REMSA response zones map within the Washoe County REMSA ambulance franchise service area with an implementation date of July 1, 2016 and possible decision from the Board on compliance calculations

Staff Representative: Randall Todd

Chair Jung opined a presentation was not necessary as the map had been approved at the previous meeting. Dr. Todd stated the Board would need to make a motion, and his remarks

would be minimal.

Dr. Todd reiterated the Board had approved the new response map, and the current item presented a proposed implementation plan. He noted the changes to the map were significant and will require reprogramming of the Computer-Aided Dispatch (CAD) system. Three options for the implementation had been proposed. Staff recommended the third option, providing Washoe County Emergency Medical Services program (WCEMS) the opportunity to offer exemptions to REMSA if they were late or fall below compliance, but only in the areas that had been added to the faster response zones.

Dr. Todd opined the concerns that Dr. Hess had expressed earlier may have been related to the question of service in the Washoe Valley area. During the previous meeting, Dr. Hess had asked if that area could be changed to a higher response zone. Chair Jung had stated she would not support that, but the problem would be overcome if a mutual aid agreement was signed between REMSA and Truckee Meadows Fire Protection District (TMFPD) to utilize a TMFPD ambulance currently parked in the area. Dr. Hess pointed out the residents of the area had paid for the ambulance through an additional tax.

Vice Chair Ratti asked if REMSA had any mutual aid agreements with any of the other emergency service entities and Dr. Todd opined they did.

Dr. Hess asked if the mutual aid agreement would lead to a change in the map. Chair Jung explained the TMFPD Board had approved the purchase of the ambulance specifically for that area in response to citizen concerns regarding fire station location changes. The data did not support changing the response zone times as events were rare, but the additional unit was warranted based on the seriousness of the events that did occur. She stated the DBOH did not need to take action; it was between TMFPD and REMSA.

Dr. Hess noted a few areas of concern on the map, and reiterated that he had been under the impression the approval had been tabled. He asked if it were possible to revise the map prior to July 1, 2017. Chair Jung stated it could be if major changes occurred in the meantime and the DBOH requested it. Dr. Hess went on to point out the areas he was concerned with. Chair Jung stated the Board had already voted on the map and it was not the current topic of discussion.

Vice Chair Ratti stated she heard Dr. Hess' concern and it was one she had shared. In the past, the response time zones had been very rigid and were set on arbitrary municipal boundaries. She opined the current map was a monumental leap forward, as was the fact that it could be changed at all. She pointed out that now it was based on a data-driven system and would be reviewed once a year. She opined that was reasonable governance.

Vice Chair Ratti went on to state that she did not think the map was the problem, it was the development patterns, which was a land use question. Dr. Hess noted the changes would affect Sparks' residents and opined the map was not an improvement in all areas.

Deputy District Attorney (DDA) Admirand pointed out that the item the Board was currently addressing was the implementation plan. The approval of the proposed map had occurred during the February 25, 2016 DBOH meeting and was not on this agenda. She requested the Board direct their conversation to the implementation plan and the request in the staff report as presented.

**Dr. Novak moved to approve the implementation plan of the approved REMSA response zones map within the Washoe County REMSA ambulance franchise service area with an implementation date of July 1, 2016, utilizing the review plan of exemption**

**utilization which calls for immediate 90 percent compliance. Chair Jung seconded the motion which was approved five in favor and Dr. Hess against.**

11. Presentation, discussion and possible approval of the Regional Emergency Medical Services Authority (REMSA) Franchise Compliance Report for the period of 7/1/2014 through 6/30/2015

Staff Representative: Randall Todd

Dr. Todd pointed out this was the first compliance report of the new Amended and Restated Franchise Agreement. The previously approved compliance report was based on the old franchise agreement, so there have been significant changes.

Dr. Todd stated REMSA was in substantial compliance. He noted four areas where they were substantially or partially in compliance. The first, Item 5.2, addressed the development of a CAD-to-CAD system, and noted it was underway. He explained mitigating circumstances, including the fact that Sparks had not yet implemented their system at the time the report was prepared.

Vice Chair Ratti noted her discouragement with the six-month lag time for the report and requested a current status of the CAD-to-CAD implementation. She stated that if Sparks was holding it up she would like to know that. Mr. Vonarx explained Health District staff had established a consortium to work on the project. He did not know Sparks' status, but noted that REMSA had purchased the required interface. He was not aware of any barriers to date and reiterated WCEMS was driving the project.

Vice Chair Ratti opined all parties were working well together and stated she would like to see that continue. She cautioned against calling out a lag caused by any particular entity if it could not be explicitly explained. She requested any holdups be addressed as soon as possible, rather than waiting until a meeting.

Mr. Dick noted he had spoken with Chief Garrison in December regarding the CAD-to-CAD link, and it was subject to the sequence of the Tiburon implementation. Chief Garrison pointed out that in December it had just been implemented in Sparks, and staff was learning the system. They were not ready to connect into the CAD-to-CAD system until they were comfortable using it. Sparks was willing to engage in planning meetings to be able to implement as soon as they were ready.

Vice Chair Ratti noted that Dispatch fell under the jurisdiction of the police chief, so the conversation needed to address cooperation between departments.

Chief Brown suggested comments from the dispatch centers in the reports would be appreciated for the sake of transparency. He was aware of some areas that were experiencing difficulties. He pointed out Automatic Vehicle Location systems (AVL) were not addressed in the report, and opined that should be worked on. He noted dispatch and communications was one of the biggest issues when it came to providing services. Additionally it was an area that was responsible for deaths and injuries because communication was different between agencies. He reiterated it was vital for the agencies to be on the same platform.

Chair Jung explained the BCC had approved an independent third-party assessment of the dispatch system. The selected agency would be tasked with providing suggestions for improvement, including what the government model should be and who would be responsible for it, as it encompassed three jurisdictions.

Chair Jung requested a deadline be set for the CAD-to-CAD link go-live. She requested an update on the software vendor regarding how well they were handling implementation and

training. She clarified the deadline for go-live should come from staff, and not be so aggressive that it was not achievable. Dr. Novak asked if AVL could be implemented at the same time as the CAD-to-CAD linkage. He opined that Tiburon contained the functionality.

Dr. Todd explained the next item, 7.2, partially met, addressed the requirement that the REMSA medical director and the Fire department's medical directors shall jointly review emergency medical dispatch determinants and set priorities for the system on an annual basis. It appears as though the REMSA medical director met with the Fire medical directors individually rather than jointly. A group discussion of issues has proven to be more fruitful in the past.

Dr. Todd stated Item 10.2 had been substantially met. It required REMSA conduct a quality assurance review of ambulance runs from among at least five percent of the previous month's ALS calls. REMSA had fallen short during three of the months. The reason was believed to be interpretational and was easy to fix.

Dr. Todd noted the last item was 12.1. The Board had requested REMSA provide additional data regarding the use of penalty fund money in the monthly reports, which had not occurred. Mr. Dick clarified the information had been provided, but had not included it in the monthly report as requested.

Chair Jung noted the substantial turnover of REMSA leadership and pointed out no one was present that could be held accountable. She agreed the areas described were easily fixed.

Vice Chair Ratti stated she was thrilled. She noted substantial conversations had occurred regarding real issues. She stated her appreciation that other members had brought up the AVLS, as it had been under discussion for some time. She noted the jurisdictions had discovered that joint implementation of technology was not easy and stated she appreciated the Chair's suggestion to implement a deadline. She opined that as long as there was a plan in place to address partial or substantial compliance she was satisfied.

Mr. Dick recognized Brittany Dayton as the staff member who had developed the compliance review. Chair Jung recognized Christina Conti, as she had led the team through substantial pressure and been a quick study. Additionally she acknowledged Dr. Todd for supporting them.

Chair Jung went on to state that Vice Chair Ratti deserved substantial credit for the current transparency between agencies.

**Vice Chair Ratti moved to accept the report as presented. Dr. Novak seconded the motion which was approved six in favor and none against.**

12. Review, discussion and direction to staff regarding the provisions of the Interlocal Agreement (ILA) entered into by the Cities of Reno and Sparks and Washoe County for the creation of the Health District. Take action to accept the ILA in its current form *or* direct staff to forward any recommendations for possible amendments to Reno, Sparks and Washoe County

Staff Representative: Leslie Admirand

DDA Admirand explained the ILA requires the Board to annually review the terms of the agreement, so this was their opportunity to review them and discuss whether there were any possible amendments that they would like to be brought forward to the cities and the County to amend the ILA. She noted there had been no amendments since the last review nor had there been any Legislative changes that would require an amendment.

DDA Admirand stated she wished to correct the statement in the staff report regarding the creation of the Health Department. That had actually occurred in 1959. She reviewed the history of the steps taken to create and govern the Health District.



**Chief Brown moved to accept the ILA in its current format. Dr. Hess seconded the motion. The motion was approved six in favor and none against.**

13. Approval of the Fiscal Year 2016-2017 Budget

Staff Representative: Kevin Dick

Mr. Dick provided a PowerPoint presentation overview of the proposed budget (attached to minutes). Highlights included the following:

- Resource reallocations will be made based on Program Analysis
- Staffing increase request for the Office of the District Health Officer as recommended by the Fundamental Review
- Projected revenue incorporates fee increases
- General Fund support has been reduced from 52 percent of the budget to 47 percent
- Other Post-Employment Benefits (OPEB), previously included in County indirect, is now being billed directly under benefits
- Dedicated funds are budgeted to be spent, not anticipated that the entire amount will be spent in a single fiscal year. Will also reflect as deficit spending
- The upcoming Community Health Needs Assessment will be partially funded by Renown
- The deficits shown over this year and next year are worst-case scenarios and not expected to actually occur, as the budget is never fully expended. Savings occur throughout the year in areas such as salary and benefits retention when positions are vacant
- Last year, the projected Ending Fund Balance (EFB) for FY2015-2016 had been \$169,000. Currently it is anticipated to be \$1,989,185
- Future projections are based on no increase in General Fund allocation. It is anticipated the District's relationship with the County will progress so that the General Fund increases proportionately with items such as labor negotiations and Cost Of Living Adjustments (COLA)
- Future projections are based on the anticipated deficit spending in FY17, at levels which are not anticipated to actually occur
- Previous year projections had put the FY2018-2019 EFB at a deficit of \$1,800,000. Current projection is \$1,516,112, demonstrating the Health District is in a much better financial position now than a year ago, largely due to the fee increase
- Current budget will need to be adjusted based on final labor negotiations, Worker's Compensation and Property and Liability billings

Chair Jung opined that the way the Health District does business has changed since the Board hired an administrator to lead it, and also since Ms. Heenan had arrived and helped to clarify the budget. She complemented the Board on their bravery when it came to raising the fees and pointed out it was making a difference.

Dr. Hess asked if the County has a policy regarding requiring retention of a certain percentage of the budget for reserve. Chair Jung explained the County is at 10 percent, and would like to be at 16 percent, as they are the fallback for Special Revenue departments. It is not recommended for the Health District to follow that policy as it is still struggling to gain stability lost during the recession and the County does act as a fallback.

Dr. Hess asked if there should perhaps be a long-term target. Chair Jung opined the goal would be for the Health District to function with less General Fund support. She agreed a percentage could be discussed. Chair Jung also opined the Board of County Commissioners (BCC) should earmark some of the Government Services tax for the Health District.

Vice Chair Ratti pointed out that the reserve fund was governed by State law. In certain situations the funds can only be accessed in a crisis situation. If there is not a crisis, the funds cannot be used. She noted that as of the last Legislative session, any EFB over eight percent was subject to labor negotiations.

Vice Chair Ratti applauded Ms. Heenan and her team for their work. She opined the conversation regarding establishing an EFB target should wait, and effort should be directed at stabilizing the relationship with the County.

**Dr. Novak moved to adopt the budget as presented. Dr. Hess seconded the motion which was approved six in favor and none against.**

#### 14. \*Staff Reports and Program Updates

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

Ms. Albee submitted copies of comments submitted by AQM to the EPA regarding the proposed Exceptional Events rule. She explained she had attended a meeting in Phoenix regarding ozone impacts across the nation, including international transport. Washoe County has been featured in the models, illustrating its difficulty in achieving the standard due to ozone transport. EPA has committed to working collaboratively with AQM to come up with alternatives and options. Current air quality level is just below public health effect.

Ms. Albee noted that a seldom-used tool utilized by the EPA demonstrated that if Washoe County was not subject to the transport, the standard would be attained. Participation in the Ozone Advance program will provide an opportunity to utilize other tools that could help with attainment while EPA processes and standards are being updated.

Chair Jung encouraged Ms. Albee and Mr. Dick to reach out to Senator Harry Reid prior to his departure from office to have the new EPA support codified or legislation developed.

##### B. Community and Clinical Health Services, Steve Kutz, Director Program Report – Divisional Update – Homeless Connect Project, Client Satisfaction Results; Program Reports

Ms. Gabor noted the Women, Infants and Children (WIC), Sexual Health and Immunizations programs would be participating in another Family Health Festival on February 29. She stated a protocol for Meningococcal B vaccine has been submitted for final approval in response to an outbreak at Santa Clara University.

Ms. Seals presented a video about smoke-free housing that is a part of the media campaign for tobacco prevention. She reviewed other outreach approaches being utilized. Chair Jung requested the video be distributed through the government television channels.

Councilmember Delgado asked if the public service announcements (PSAs) had been translated into Spanish and were being distributed through bilingual outreach methods. Ms. Goatley-Seals stated the current PSA did not include any current Spanish outreach, as funding was limited. There are materials available in Spanish that offer cessation information and resources.

Vice Chair Ratti acknowledged it was a great campaign. She pointed out that there was a housing shortage in Washoe County, so people's choices may be limited. Ms. Goatley-Seals explained a large portion of the campaign involved working with apartment complexes to implement smoke-free policies. She noted the media content was restricted by the grant, it was dictated to only be spent on policy systems and environmental change. Other efforts within the campaign resulted in smoke-free housing being added to the Nevada Qualified Allocation Plan, influencing new development. Ms. Goatley-Seals explained there was a listing of smoke-free housing on the GetHealthyWashoe website.

Vice Chair Ratti echoed Councilmember Delgado's opinion that information should be distributed in other languages. Chair Jung suggested Washoe County TV and other County staff members may be able to assist with providing a translated version of the video.

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

Mr. Sack stated he had nothing to add.

Chair Jung asked if staff would be attending a Nevada Veterinary Medical Association workshop regarding rabies and licensing, and whether or not staff had coordinated with Animal Services. Mr. Sack stated they would be there and had contacted Animal Services.

Dr. Hess asked if any information would be presented in a future report regarding snowmelt mosquitos. Mr. Sack stated he would be happy to report on that when he received results.

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 he had nothing to add and was available to answer questions.

Dr. Novak asked if emergency preparedness plans were in place for a water disaster. He acknowledged the existence of plans to supply hospitals. Dr. Todd explained two of the hospitals were prepared and a third large tank had been purchased to supply water in case of an emergency. Mr. Sack stated the County had had discussions with Truckee Meadows Water Authority and they are going through a planning process to look at a variety of ways to be able to provide water if a disaster strikes.

Mr. Sack noted that the quality of the water and the water delivery system in the area was very high compared to others and also highly regulated.

E. Office of the District Health Officer, Kevin Dick, District Health Officer  
Community Health Improvement Plan, Truckee Meadows Healthy Communities (TMHC), Strategic Planning, Quality Improvement, Security, Other Events and Activities and Health District Media Contacts

Mr. Dick reiterated the next Family Health Festival was scheduled for February 29. He noted the TMHC would be meeting March 2, and noted invitations had been extended to Commissioners Jung and Lucey to attend.

Mr. Dick explained the strategic planning survey had been distributed to all employees and all aspects were on track for the April 14 retreat.

15. \*Board Comment

Chair Jung stated she had requested staff perform a security analysis of Building B and other areas of the County complex. Washoe County has an Office of Surveillance and Protection through the Sheriff's Department, who provided Chair Jung and District staff with an update, opining the conference rooms were unsafe for the DBOH meetings. Therefore, in the future, all DBOH meetings will be held in the Board Chambers in Building A. Beginning in April, the meetings will be televised. Dr. Hess opined the issue should have been discussed and voted on prior to the decision being made. Chair Jung stated public access, accountability and transparency was within the purview of the Chair as noted in the bylaws and requested DDA Admirand confirm. DDA Admirand stated it could be discussed at another meeting.

Dr. Hess stated he was registering an objection. Chair Jung noted the topic was not open for discussion and overruled him.

Chair Jung requested job descriptions be updated as vacancies occur.

Chair Jung encouraged management to engage in succession planning, to include mentoring potential successors.

Chair Jung requested Mr. Dick have a discussion with County Manager Slaughter regarding establishing a sustainable model for General Fund Transfer percentage. Additionally, an EFB percentage should be established.

Dr. Novak requested an agenda item to discuss a timeline for the CAD and AVL brought back to the next meeting. He stated that whatever it is, he wanted to see it in writing.

Dr. Hess requested an update at the next meeting regarding the mutual aid agreement between REMSA and TMFPD regarding Washoe Valley.

Dr. Hess asked if a further discussion of the REMSA response zones map could occur.

Vice Chair Ratti noted the BCC has rules of protocol and asked if the DBOH had anything similar. She requested a future item to discuss refreshing any existing rules.

#### 16. Emergency Items

Mr. Dick explained there were no emergency items, but it had come to his attention that the agenda is not required to contain an item for emergencies to meet Open Meeting Law. He stated the item would be removed from the agendas in the future.

#### 17. \*Public Comment

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

#### 18. Adjournment

**Chair Jung adjourned the meeting at 3:02 p.m.**

---

Respectfully submitted,



---

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

*Dawn Spinola*

---

Dawn Spinola, Administrative Secretary  
Recording Secretary

Approved by Board in session on March 24, 2016.