

## **Washoe County District Board of Health Meeting Notice and Agenda**

### **Members**

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

**Thursday, August 25, 2016  
1:00 p.m.**

**Washoe County Administration Complex  
Commission Chambers, Building A  
1001 East Ninth Street  
Reno, NV**

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### **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 Governing Food Establishments**

**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**

August 25, 2016

**5. Approval of Draft Minutes**

July 28, 2016

**6. \*Recognitions**

A. Years of Service

- i. Craig Petersen, 15 years, hired 9/17/2001 – AQM

B. Promotions

- i. David Kelly, Environmental Health Specialist to Senior Environmental Health Specialist, 7/25/16 – EHS

C. Retirements

- i. Jeff Whitesides, Public Health Preparedness Manager, 8 years, hired 6/25/2008, retired 8/10/2016 – EPHP

D. New Hires

- i. Kimberly Graham, Administrative Assistant I, hired 8/1/16 – CCHS
- ii. Maria Tokarz, Office Assistant III, hired 8/22/16 - EPHP

**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. Budget Amendments/Interlocal Agreements

- i. Retroactive acceptance of Subgrant Amendment #1 from the State of Nevada Department of Health and Human Services, Division of Public & Behavioral Health for the period January 1, 2016 through December 31, 2016 in the total amount of \$129,628 (no required match) in support of the Community and Clinical Health Services Division Immunization Program IO 11319 and 10029 and authorize the District Health Officer to execute the Subgrant Amendment.  
Staff Representative: Nancy Kerns-Cummins
  - ii. Approval to modify pharmaceutical fees on the Community and Clinical Health Services fee schedule.  
Staff Representative: Nancy Kerns-Cummins
  - iii. 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 July 1, 2016 through June 30, 2017 in the total amount of \$649,712 (with \$64,971.20 or 10% match) in support of the Centers for Disease Control and Prevention (CDC) Public Health Preparedness Program; and if approved authorize the District Health Officer to execute the Subgrant Award.  
Staff Representative: Patsy Buxton
  - iv. 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 July 1, 2016 through June 30, 2017 in the total amount of \$259,817 (with \$25,981.70 or 10% match) in support of the Assistant Secretary for Preparedness and Response (ASPR) Public Health Preparedness Program; and if approved authorize the District Health Officer to execute the Subgrant Award.  
Staff Representative: Patsy Buxton
- B. Recommendation to Uphold Citations Not Appealed to the Air Pollution Control Hearing Board  
Staff Representative: Charlene Albee
- i. Reno Green, Case No. 1187, Citation No. 5576
- C. Acknowledge receipt of the Health District Fund Financial Review for July, Fiscal Year 2017  
Staff Representative: Anna Heenan
- D. Approval of authorization to travel and travel reimbursements for non-County employee Dr. George Hess in the approximate amount of \$750, to attend Governor Sandoval's Prescription Drug Abuse Prevention Summit in Las Vegas, NV August 31 and September 1, 2016.  
Staff Representative: Nancy Kerns-Cummins

- 8. PUBLIC HEARING: Review, discussion and possible adoption of Proposed Amendments to the Regulations of the Washoe County District Board of Health Governing Food Establishments (proposing deletion of Sections 240.060 and 240.065 related to grades and grading of food establishments, addition of provisions from the U.S. Food and Drug Administration Model Food Code, as well as minor edits and formatting corrections).**

Staff Representative: Amber English

**9. \*NALBOH Conference Report**

Presented by: Dr. John Novak

**10. Regional Emergency Medical Services Authority**

Presented by Don Vonarx and Kevin Romero

A. Review and Acceptance of the Compliance Report for July 2016

\*B. Operations Update for July 2016

**11. Discussion and Possible Adoption of Proposed Rules, Policies and Procedures**

Staff Representative: Kevin Dick

**12. \*Staff Reports and Program Updates**

A. Air Quality Management, Charlene Albee, Director

Program Update, Divisional Update, Program Reports

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

Program Report – Immunizations; 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

Regional License/Permit Program, Legislature, Emergency Medical Services Oversight, Prescription Drug Abuse, Quality Improvement, Truckee Meadows Healthy Communities (TMHC), TMHC Family Health Festival, Community Health Improvement Plan, Other Events and Activities and Health District Media Contacts

**13. \*Board Comment**

Limited to announcements or issues for future agendas.

**14. \*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.

**15. Adjournment**

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**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](http://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. 9<sup>th</sup> Street, in Reno, Nevada. Ms. Dawn Spinola, 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. Spinola is located at the Washoe County Health District and may be reached by telephone at (775) 328-2415 or by email at [dspinola@washoecounty.us](mailto:dspinola@washoecounty.us). Supporting materials are also available at the Washoe County Health District Website [www.washoecounty.us/health](http://www.washoecounty.us/health) pursuant to the requirements of NRS 241.020.