

## **Washoe County District Board of Health Meeting Minutes**

### **Members**

Dr. John Novak, Chair  
Michael D. Brown, Vice Chair  
Marsha Berkgigler  
Kristopher Dahir  
Dr. Reka Danko  
Oscar Delgado  
Tom Young

**Thursday, October 24, 2019  
1:00 p.m.**

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

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### **1. \*Roll Call and Determination of Quorum**

Chair Novak called the meeting to order at 1:01 p.m.

The following members and staff were present:

Members present: Dr. John Novak, Chair  
Michael Brown, Vice Chair  
Kristopher Dahir  
Tom Young

Members absent: Marsha Berkgigler  
Dr. Reka Danko  
Oscar Delgado

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

Staff present: Kevin Dick, District Health Officer  
Dania Reid, Deputy District Attorney  
Anna Heenan  
Charlene Albee  
Lisa Lottritz  
Daniel Inouye  
Dr. Randall Todd  
Michael Wolf

### **2. \*Pledge of Allegiance**

Mr. Inouye led the pledge to the flag.

### **3. \*Public Comment**

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

### **4. Approval of Agenda**

October 24, 2019

Vice Chair Brown moved to approve the agenda for the October 24, 2019, District Board of Health regular meeting. Councilman Dahir seconded the motion which was approved four in favor and none against.

## 5. Recognitions

### A. Years of Service

- i. Ana Gonzalez, 20 years, hired 11/12/1999 – CCHS

Mr. Dick informed that Ms. Gonzalez, who works in Community and Clinical Health Services, was not able to attend the meeting, but that he wished to congratulate her and thank her for her twenty years of service to the Health District.

- ii. Laura Rogers, 15 years, hired 10/4/2004 - ODHO

Mr. Dick stated it was his pleasure to recognize Ms. Rogers for her fifteen years of service.

### B. Promotion

- i. Wesley Rubio, Sr. Environmental Health Specialist to Environmental Health Specialist Supervisor - EHS

Although Mr. Rubio was not able to be in attendance, Mr. Dick congratulated him on his promotion from Senior Environmental Health Specialist to Environmental Health Specialist Supervisor.

### C. New Hires

- i. Danika Williams, 10/14/2019, Epidemiologist - EPHP

Dr. Todd stated it was his pleasure to introduce Ms. Williams who will be the new Epidemiologist with the Communicable Disease Program. He informed that Ms. Williams had been a student of his years ago in Epidemiology at UNR and held several positions at the Division of Public and Behavioral Health. He expressed he was pleased to have her on his staff.

- ii. Alexandra Velasco, 10/14/19, Public Health Nurse I – CCHS

Ms. Lottritz introduced Ms. Velasco, stating she was CCHS' new Public Health Nurse in the Sexual Health Program and will be working as a Disease Intervention Specialist. She informed Ms. Velasco came to the Health District from the Northern Nevada Medical Center, is an Orvis School of Nursing graduate, is bilingual, and is kept quite busy with her nine month old son. Ms. Lottritz expressed she is pleased to have Ms. Velasco on staff.

### D. Voluntary Reassignment

- i. Heather Holmstadt, Epidemiologist - EPHP to Public Health Investigator II – CCHS

Mr. Dick informed that Ms. Holmstadt has had a voluntary reassignment from her Epidemiologist position in the Epidemiology Program to CCHS as a Public Health Investigator II.

### E. Shining Stars

i. Kelly Parsons

Mr. Dick reminded the Board that the Shining Star Awards are to recognize exceptional customer service or performance in the Health District, and that nominations can come from either external customers or staff.

Mr. Dick congratulated Ms. Parsons on her ten Shining Stars, informing she works as an Office Assistant II in Air Quality Management and was unable to attend the meeting due to covering the counter there. He stated she received great feedback from the customers on the service she is providing.

Mr. Dick informed the total number of Shining Star Recognitions to date for Health District personnel is now five hundred twenty-seven since the program's inception in November 2017. He stated he believed the Health District leads other County Departments with that number.

**6. 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

i. September 26, 2019

B. Review, approve and adopt the proposed Washoe County Health District Employee Policy Manual Updates for Fiscal Year 20.

Staff Representative: Laurie Griffey

C. Approve Agreement between Washoe County Health District (WCHD) and Keep Truckee Meadows Beautiful (KTMB) in the amount of \$180,000 for the period January 1, 2020 to June 30, 2021 in support of the Recycling and Solid Waste Plan program activities on behalf of the Environmental Health Services Division of the Washoe County Health District; authorize the Chair or the Board designee to execute the Agreement and related documents.

Staff Representative: Jennifer Hoekstra

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

i. Rilite Aggregate Company, Case No. 1217, NOV No. 5779

ii. Lennar Reno, LLC, Case No. 1218, NOV No. 5749

Staff Representative: Daniel Inouye

E. Acknowledge receipt of the Health Fund Financial Review for September, Fiscal Year 2020

Staff Representative: Anna Heenan

**Councilman Dahir moved to accept the Consent Agenda items as presented. Vice Chair Brown seconded the motion which was approved four in favor and none against.**

**7. PUBLIC HEARING Review, discussion, and possible adoption of the proposed revisions to the District Board of Health Regulations Governing Air Quality Management, Section 040.055 Odorous or Gaseous Contaminants.**

Staff Representative: Michael Wolf

**Chair Novak opened the Public Hearing.**

Mr. Wolf, Permitting and Enforcement Branch Chief for AQM, presented the staff report on the proposed change for the Odorous Emissions regulation. He stated he had informed the

Board last month that the regulation is proposed to be modified to allow for the use of an olfactometer in staff's compliance determinations on whether an odor qualifies as a nuisance. He stated he was available to answer any questions.

Mr. Wolf informed of a typo in the proposed change to regulation 040.055; in Section E, Part Four, the subsections are numbered A, B and B and would need to be changed to A, B, and C. He requested the Board to adopt the proposed change to the regulation, noting that the numbering change would be made.

Chair Novak inquired of the Recording Secretary, Ms. Rogers, if that change had been noted. She confirmed that it had.

**Vice Chair Brown moved to adopt the revisions to the District Board of Health Regulations Governing Air Quality Management, Section 040.055, Odorous or Gaseous Contaminants, with the suggested changes as mentioned by the presenter. Mr. Young seconded the motion, which was approved four in favor and none against.**

**As there was no one wishing to make public comment, Chair Novak closed the Public Hearing**

## **8. Regional Emergency Medical Services Authority**

Presented by: Dean Dow and Alexia Jobson

### **A. Review and Acceptance of the REMSA Operations Report for September, 2019**

Mr. Dow, President and CEO of REMSA and CareFlight, informed he was available to answer any questions

**Councilman Dahir moved to accept the REMSA Operations Reports for September, 2019. Vice Chair Brown seconded the motion which was approved four in favor and none against.**

### **B. \*Update of REMSA's Public Relations during September 2019**

Ms. Jobson stated she had mentioned last month that REMSA, in partnership with the Washoe County Health District, would be offering free flu shots to homebound citizens in Washoe County. She expressed she is pleased to report there has been a very positive response to this program and that there have been more than eighty shots administered. She informed the program received attention from all three local television networks, as well as on Spanish-language television and news radio, and anticipate they will provide this service again next year.

Earlier this month, Ms. Jobson informed that REMSA opened up Trick-or-Treat transport, which is a program that would enable a child to go trick-or-treating that needs medical support in order to do so. One of REMSA's ALS crews will transport the child and their family on Halloween night until their bag is full. She informed REMSA has had interest from the community and have selected a child and family to participate; noting they are coordinating the transport now.

Councilman Dahir expressed this was a wonderful plan to help a child trick-or-treat that wouldn't be able to otherwise. He informed the Rotary group he is involved with had the opportunity to tour Public Relations at REMSA, and stated staff there were fantastic. He hoped that, through their efforts, more people in the community would understand more of what REMSA does and maybe even become involved.

## **9. Approve Subaward Amendment #1 from the State of Nevada Department of Health and**

**Human Services for the period effective November 1, 2019 through June 30, 2021 in an amount not to exceed \$495,102.00 (no required match) in support of the Community and Clinical Health Services Division (CCHS) Family Planning Program IO# 11603 and authorize the District Health Officer to execute the Subaward, or if the Subaward is not available by the Board meeting date authorize the District Health Officer to execute the Subaward upon DA approval as to form once it is received.**

Staff Representative: Nancy Kerns Cummins

Chair Novak informed this item is being heard separately due to the State's requirement of it being approved in a short time frame. He noted the final document has not been received, and stated the item can be approved as written.

**Vice Chair Brown moved to approve the NDHHS Subaward Amendment #1 for the CCHS Family Planning Program, allowing the District Health Officer to execute the Subaward as it becomes available. Mr. Young seconded the motion which was approved four in favor and none against.**

Ms. Reid added for the record that, upon receipt of the Subaward, it would be sent to the DA's Office for approval and then forwarded to the District Health Officer to execute.

#### **10. Review and Approval of the District Health Officer's Annual Performance Evaluation Results.**

Staff Representative: Chair Novak

Chair Novak stated a survey had been deployed by Ms. Griffey for the District Health Officer's annual performance review and results have been received and provided in this report. He informed the survey was sent to the District Board of Health, Division Heads and members of the community who interact with Mr. Dick and would have a basis to comment on his performance. He noted the results were very positive and inquired if the Board had comments or discussion they would like to have on this topic.

Councilman Dahir stated that Mr. Dick has done a very good job in mitigating the challenges of a growing community. He informed that, in his experience, Mr. Dick is very open to conversation and very much willing to work to resolve issues and move progress forward. He congratulated Mr. Dick on a job well done.

**Councilman Dahir moved to approve the District Health Officer's Annual Performance Evaluation Results. Mr. Young seconded the motion which was approved four in favor and none against.**

Mr. Dick thanked the Board for their positive comments. He thanked the fantastic staff of the Health District for their hard work and stated that it is their efforts that reflects positively on he and the entire Health District and allows for so much progress in the community.

Chair Novak stated the Board appreciated Mr. Dick's leadership and opined it is not always the most popular job to be the one steering the ship. He expressed it has been a very good year, as it is now an Accredited Health District that Mr. Dick is guiding.

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

##### **A. Air Quality Management, Daniel Inouye, Acting Director**

Program Update - Woodstove Program Update, Divisional Update, Program Reports (Monitoring/Planning; Permitting/Enforcement)

Mr. Inouye shared some photos of progress on the new Reno4 air monitoring station and provided an update of the current progress.

In regards to Air Quality, Councilman Dahir informed of a County-wide geothermal

study near completion that is expected to show effects to air quality and the heat index of vehicles idling on the freeway. He explained the Lands Bill would allow for land to be gained for use in moving traffic through our region on I-80, diminishing that impact to local air quality. He requested a future agenda item on this topic and stated he would provide more information to Mr. Inouye.

Mr. Young inquired how moving the air monitoring site from the urban center to a more residential area would affect the data collected. Mr. Inouye stated that the Environmental Protection Agency has very strict siting requirements and the new site closely matches the current site's ambient air quality. He informed AQM had worked with EPA for them to preapprove the relocation of the monitoring site by confirming the sites are comparable.

Councilman Dahir reminded of his previous suggestion that there be an event held to celebrate Libby Booth's agreement to have the monitoring site at their school. Mr. Inouye opined they could plan for an event in early 2020. He noted they are working with the principal to have the air monitoring station included in the student's curriculum.

**B. Community and Clinical Health Services, Lisa Lottritz, Director**

Divisional Update – Data & Metrics; Sexual Health, Immunizations, Tuberculosis Prevention and Control Program, Family Planning/Teen Health Mall, Chronic Disease Prevention Program, Maternal Child and Adolescent Health and Women Infants and Children

Ms. Lottritz informed that the Immunization Team provided more than three hundred flu vaccines at the flu POD on October 16<sup>th</sup>, which is an increase of over one hundred from last year. She provided details of other flu clinics held in the community.

**C. Environmental Health Services, Charlene Albee, Director**

Environmental Health Services (EHS) Division Program Updates – Child Care, Community Development, Epidemiology, Food, Land Development, Safe Drinking Water, Schools, Vector, Waste Management, and Inspections.

Ms. Albee informed that the Washoe County Impact Awards were held during the week of October 14<sup>th</sup>. One of the awards given is for Communication; she expressed she was happy to announce that Environmental Health Services was awarded the Washoe County Impact Award for Communication for the Washoe Eats app and its integration into Yelp. She stated this is the first Impact Award that the Health District has received, and that they are very proud of it.

Ms. Albee introduced Ms. English, Supervisor of the Food Safety Program, Mr. Touhey and Ms. Long, and informed they were all instrumental in the development of the Washoe Eats app along with assistance of two Tech Services staff members.

**D. Epidemiology and Public Health Preparedness, Dr. Randall Todd, Director**

Program Updates for Communicable Disease, Outbreaks, West Nile Virus, Melioidosis, Carbapenemase Producing Organisms, Influenza, PHP Program, Upcoming Exercises, Emergency Medical Services, REMSA Response Data

Dr. Todd informed that there are now four cases in the Pertussis (Whooping Cough) outbreak at Bishop Minogue High School, and surveillance continues to determine if there will be any more. He stated the school voluntarily closed in an attempt to interrupt further spread of the disease. The school has a high rate of vaccination among their student body, however, this is a vaccine with diminishing effectiveness so that about 3 or 4 out of 10 people are fully protected 4 years after getting the vaccine.

Dr. Todd explained the school was allowed to have some students participate in state final sports activities with the caveat that they would be vaccinated and be on prophylactic medication.

Councilman Dahir stated he didn't understand how the disease would be at only one school. Dr. Todd informed there had been a meeting with his staff and the head of Student Health from the Washoe County School District where they informed there had been no cases of Pertussis in their schools, however, he explained that the disease's progression can take a while to show the classic symptoms.

Mr. Young inquired if the four students who had been diagnosed with Pertussis had been vaccinated in the seventh grade, and why it is not a priority to administer this vaccination more frequently. Dr. Todd explained that he didn't know why boosters had not been recommended by the Advisory Committee on Immunization Practices past the seventh grade level. He explained that Pertussis was not as serious of a disease for older children as it is for young children or those with compromised immune systems, noting there is still the possibility of them exposing others.

Councilman Dahir inquired if the source of the outbreak was known; Dr. Todd informed that it was not.

**E. Office of the District Health Officer, Kevin Dick, District Health Officer**

District Health Officer Report – Public Health Accreditation (PHAB), Community Health Improvement Plan, Quality Improvement, Performance Management, Washoe Regional Behavioral Health Policy Board, Substance Abuse Task Force, Truckee Meadows Healthy Communities (TMHC), Government Affairs Update, Other Events and Activities, and Health District Media Contacts

Mr. Dick informed of the successful Regional Behavioral Health Forum that was held by Truckee Meadows Healthy Communities at the beginning of October in the County Chambers. He stated there were approximately one hundred participants.

Mr. Dick stated there had been a meeting of the Washoe Regional Behavioral Health Policy Board, noting that Senator Ratti had been selected to Chair the Board and opined she would do well in that position. He stated they look forward to developing another BDR to advance behavioral health in the community.

Mr. Dick informed they discussed the role of the Washoe Regional Behavioral Health Policy Board (WRBHPB) in being briefed by the State Division of Public and Behavioral Health regarding what their initiatives are and to allow the WRBHPB to provide input to help guide those initiatives. He explained this process is outlined in the statute as a role of the Board, so their goal is to achieve communication and receipt of information from the State and more consideration of the needs in this community in their decisions.

Mr. Dick highlighted the great work of the new Communications Manager, Mr. Oxarart, in providing the regular updates to the Board on media coverage related to the Health District or public health topics.

Mr. Dick informed there had been a meeting on October 23<sup>rd</sup> of the Health District Division Directors, staff and himself with Commander Matt Johns, the Region 9 Administrator for the Office of the Assistant Secretary for Health. He explained Commander Johns is the highest ranking public health official in Region 9 which is comprised of California, Arizona, Hawaii, Nevada and the Trust Territories, and expressed it was great that he took the time to meet with Health District staff. He also informed that Commander Johns may have opportunities for the Health District to collaborate with his office and other federal agencies on some local initiatives.

## 12. \*Board Comment

### **Chair Novak opened the Board comment period.**

Regarding the geothermal report that will be done in approximately two weeks, Councilman Dahir requested there be an agenda item around ozone impacts.

Chair Novak reminded the Board of the Strategic Planning Retreat on November 7<sup>th</sup>, beginning at 8:00 a.m. in Conference Rooms A and B in Building B. He informed there will be a light breakfast and the meeting will begin at 8:30 a.m.

### **Chair Novak closed the Board comment period.**

## 13. \*Public Comment

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

## 14. Adjournment

### **Chair Novak adjourned the meeting at 1:40 p.m.**

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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, 1001 E. 9<sup>th</sup> Street, Building B, Reno, NV 89512, or by calling 775.328.2415, 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:

Washoe County Health District, 1001 E. 9th St., Reno, NV 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

Downtown Reno Library, 301 S. Center 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. 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](mailto:lrogers@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.