

WASHOE COUNTY DISTRICT BOARD OF HEALTH MEETING
Board Room - Health Department Building
Wells Avenue at Ninth Street

January 26, 2012

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WASHOE COUNTY DISTRICT BOARD OF HEALTH MEETING
January 26, 2012

PRESENT: Mr. Matt Smith, Chairman; Commissioner Kitty Jung, Vice Chair; George Furman, MD; Councilman Dan Gustin (arrived at 1:14pm); George Hess, MD; Denis Humphreys, OD; and Councilwoman Julia Ratti

ABSENT: Dr. Joseph Iser, District Health Officer; Eileen Stickney, Administrative Health Services Officer; Bob Sack, Director, Environmental Health Services; Dr. Randall Todd, Director, Epidemiology and Public Health Preparedness; Mary-Ann Brown, Director, Community and Clinical Health Services; Patsy Buxton, Fiscal Compliance Officer; Lori Cooke, Fiscal Compliance Officer; Jeanne Rucker, Environmental Health Specialist Supervisor; Erin Dixon, Chronic Disease Prevention Program Coordinator; Bryan Tyre, PE, Senior Engineer; Candy Hunter, Public Health Nurse Supervisor; Steve Fisher, Department Computer Application Specialist; Karen Barrett, Public Health Nurse II; Byron Collins, Environment Health Specialist; Lee Salgado, Environmental Health Specialist; Maria Magana, Office Support Specialist; Janet Smith, CPS/CAP, Recording Secretary; and Leslie Admirand, Deputy District Attorney

At 1:05pm, Chairman Smith called the Washoe County District Board of Health meeting to order, followed by the Pledge of Allegiance, led by Councilwoman Julia Ratti, member of the Board of Health.

ROLL CALL

Roll call was taken and a quorum noted.

PUBLIC COMMENT

There was no public comment presented.

APPROVAL/DELETIONS – AGENDA – JANUARY 26, 2012

Chairman Smith called for any deletions to the agenda of the January 26, 2012 District Board of Health meeting.

MOTION: Dr. Humphreys moved, seconded by Ms. Jung, that the agenda of the

**District Board of Health January 26, 2012 meeting be approved.
Motion carried unanimously.**

APPROVAL/ADDITIONS/DELETIONS – MINUTES – DECEMBER 15, 2011

Chairman Smith called for any additions or corrections to the minutes of the December 15, 2011 meeting of the Washoe County District Board of Health.

**MOTION: Ms. Ratti moved, seconded by Dr. Hess, that the minutes of the District Board of Health December 15, 2011, meeting be approved as received.
Motion carried unanimously.**

RECOGNITIONS AND PROCLAMATIONS

Ms. Mary-Ann Brown, Director, Community and Clinical Health Services

Introduced Ms. Karen Barrett, advising Ms. Barrett is a Public Health Nurse II, and will be working in the Health District Tuberculosis (TB) Clinic.

Chairman Smith and Dr. Joseph Iser, District Health Officer, presented a Certificate of Recognition to Mr. Byron Collins for **5 Years-of-Service**.

Chairman Smith and Dr. Iser recognized Ms. Maria Magana for receiving an Excellence in Public Service – Essentials of High Performing Teams Certificate.

Mr. Bryan Tyre, PE. Senior Engineer

Introduced Ms. Karen Sage Rosenau, advising Ms. Rosenau is being recognized for serving on the Washoe County District Board of Health Sewage, Wastewater and Sanitation (SWS) Hearing Board for twenty-one (21) years, from June 1991 through December 2011. Advised, Ms. Rosenau "also served seven (7) years as Chairman of the SWS Hearing Board; that her service is greatly appreciated and she will be missed."

CONSENT AGENDA – BUDGET AMENDMENTS/INTERLOCAL AGREEMENTS

The Board was advised Staff recommends the **retroactive approval** of the **Acting District Health Officer's acceptance** of the **Grant Agreement** from the **US Environmental Protection Agency (EPA)**, for **partial funding** in the amount of **\$351,085**, for the **Air Quality Management, EPA Air Pollution Control Program, IO 10019**, for the period of **October 1, 2011 through September 30, 2012**.

The Board was advised Staff recommends **approval** of **Subgrant Award** from the **Nevada Department of Health and Human Services, Health Division**, in the amount of **\$71,064** in support of the **Tuberculosis Centers for Disease Control and Prevention (CDC) Grant Program (IN 10016)**, for the period of **January 1, 2012 through December 31, 2012**.

Ms. Jung

Questioned if Staff utilized the "decision matrix implemented by the Board [of County Commissioners], specific to cost-benefit analysis, in regard to the retroactive approval of the Grant Agreement (Item 7.C.1.); and the Subgrant Award (7.C.2.).

Ms. Lori Cooke, Fiscal Compliance Officer

In response to Ms. Jung, advised both "are continuation awards; and therefore, not new initiatives"; that the retroactive approval of the Grant Agreement "was due to the timing requirement by the US EPA." Advised, Staff receives "electronic notification(s) and the Health District has twenty-one (21) days in which to answer."

The Board was advised Staff recommends **approval** of **budget amendments totaling an increase of \$10,880** in both revenue and expense to the **FY 12 Adult Viral Hepatitis Grant Program Budget, IO 10842**.

The Board was advised Staff recommends **approval** of **amendments totaling an increase of \$5,000** in revenue and expense to the **Medical Reserve Corps (MRC) – National Association of County and City Health Officials (NACCHO) Grant Program (Internal Order #11008) FY 12 budget**.

MOTION: Ms. Ratti moved, seconded by Dr. Humphreys, that the retroactive Acting District Health Officer acceptance of Grant Agreement; the Subgrant Award; budget amendments to the FY 12 Adult Viral Hepatitis Grant

Program IO 10842; and amendments to the Medical Reserve Corps (MRC)
– NACCHO Grant IO 11008, be approved as presented.
Motion carried unanimously.

REGIONAL EMERGENCY MEDICAL SERVICES AUTHORITY

A. Review and Acceptance of the Operations and Financial Report – November and December 2011

Mr. Jim Gubbels, Vice President, REMSA

Advised the Board members have been provided with a copy of the November 2011 Operations and Financial Report; that the overall emergency response times for life-threatening calls in November was 93% and 95% for non-life threatening calls; that within the eight (8) minute zone it was 93%; within the fifteen (15) minute zone it was 97%; and within the twenty (20) minute zone it was 97%. Advised the overall average bill for air ambulance service for November was \$6,109 with a year-to-date overall average of \$7,273. The overall average bill for ground ambulance service for November was \$1004, with a year-to-date overall average of \$999.

MOTION: Dr. Hess moved, seconded by Dr. Humphreys, that the REMSA Operations and Financial Report for the month of November 2011 be accepted as presented.
Motion carried unanimously.

Advised the Board members have been provided with a copy of the December 2011 Operations and Financial Report; that the overall emergency response times for life-threatening calls in December 2011 was 93% and 96% for non-life threatening calls; that within the eight (8) minute zone it was 93%; within the fifteen (15) minute zone it was 98%; and within the twenty (20) minute zone it was 93%. Advised the overall average bill for air ambulance service in December was \$6,853, with a year-to-date overall average of \$7,214. Advised the overall average bill for ground ambulance service in December was \$1014, with a year-to-date average of \$1,001.

MOTION: Dr. Humphreys moved, seconded by Ms. Jung, that the REMSA Operations and Financial Report for the month of December 2011 be accepted as presented.
Motion carried unanimously.

B. Update of REMSA's Community Activities Since December 2011

Mr. Gubbels

Advised, REMSA staff "was recognized and part of the poster in the *Reno Gazette Journal* "Citizens of the Year 2011: The first responders".

Advised this was the tenth anniversary of REMSA's *Homebound Influenza Immunization Program*; that for 2011 REMSA staff administered 75 influenza immunizations; that the first year of the *Homebound Program* in 2001 REMSA administered 34 immunizations. Advised, as the Program became known within the community the demand for this service increased; that in 2006 there were 205 immunizations administered to homebound patients. Advised there are "a couple of reasons for the decrease – some of the repeat patients have expired; and the easy accessibility to flu shots within the community." Advised REMSA will continue the *Homebound Influenza Immunization Program* for 2012; however, it will be monitored to determine if the Program will continue to be offered. Advised, "overall REMSA staff administered 289 immunizations; that previously REMSA staff conducted an on-campus clinic for Silver Saver members; however, that was discontinued this year."

Advised, although REMSA's response to the Reno National Championship Air Races' event "did not fit into any one of the [recognition] categories for the 23rd Annual Human Services Network (HSN) Awards Breakfast and Advocacy Summit", REMSA was nominated by Renown Regional Medical Center and received "a special award for that response." Advised REMSA "was very honored to be acknowledged and appreciated for its response to the Air Races' event.

REVIEW – ACCEPTANCE – MONTHLY PUBLIC HEALTH FUND REVENUE AND EXPENDITURE REPORT – DECEMBER 2011

Ms. Eileen Stickney, Administrative Health Services Officer

Advised the Board members have been provided with a copy of the Health Fund Revenue and Expenditure Report for the month of December 2011; that the Environmental Oversight Account for December is \$108,256.98. Advised, Staff will be beginning the budget process, during which Staff will review the line items within the Budget; that "the actuals become the estimates to complete for Fiscal Year 12." Ms. Stickney reviewed the Report in detail, advising Staff recommends the Board accept the Report as presented.

MOTION: Dr. Hess moved, seconded by Mr. Gustin, that the District Health Department Revenue and Expenditure Report for December 2011, be

accepted as presented.
Motion carried unanimously.

PRESENTATION – FY 13 BUDGET CALENDAR – BUDGET UPDATE

Ms. Stickney

Advised the Board members have been provided with a copy of the 'Fiscal Year 2012/2013 Budget Calendar'; and a copy of the agenda item presented to the Board of County Commissioners on Tuesday, January 24, 2011 (a copy of which was placed on file for the record). Advised at the BCC meeting "a hiring freeze was approved to close the remaining gap of \$6.8 million for FY 12." Ms. Stickney reviewed the measures implemented by the County to reduce the "original shortfall of \$33.5 million." Advised, currently labor negotiations with the employee associations remain unresolved; however, there have been "voluntary concessions of \$4.8 million", resulting in the \$6.8 million necessary to close FY 12.

Advised, with labor negotiations unresolved and more than 50 percent of the fiscal year completed, the Board of County Commissioners considered four (4) options: 1) implementation of a hiring freeze; 2) departmental operating budget reductions; 3) use of reserves; and 4) implementation of the Governmental Services Tax (as outlined on page 3 of the Staff Report presented to the BCC). Advised the BCC approved option one (1), the hiring freeze.

Ms. Stickney reviewed the 'Fiscal Year 2012/2013 Budget Calendar', advising in February the fiscal Staff will be meeting with the Division Directors and Program Managers to review the amount(s) necessary to complete the current Fiscal Year; and the projected amounts for FY 13. Ms. Stickney outlined the various aspects of the program budgets that are reviewed during the budgeting process; that all of the information will be presented to the Board during the March 15, 2012 Budget meeting. Advised, the Health District's proposed budget will be submitted to the County on March 16, 2012; that in accordance with the requirements of the Interlocal Agreement Staff will be meeting with the three (3) jurisdictional managers to present the Health District budget; that the meeting is scheduled for Tuesday, March 13, 2012. Advised the comments presented by the managers will be provided to the Board during the budget meeting. Advised Staff is committed to "keeping the Board informed of any developments regarding the budget; that the budget update will remain an item on each month's agenda."

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Ms. Jung

Advised she did not support the BCC decision regarding the hiring freeze; that she supported utilizing the reserves "considering all of the cuts staff has already conceded" to the County; that this fiscal year is more than half over and there is no contract. Advised she acknowledges utilizing the reserves is not sustainable; however, the County "is at a very critical period; that the County has been under a hiring freeze, with this action being referred to as a 'hard' [hiring] freeze." Advised the hard hiring freeze "only results in a \$2 million salary savings"; that what will occur is "a default will be put into effect, which will be the departmental operating budget reductions resulting in reductions in the workforce." Stated, "she doesn't know how the County will sustain that, nor how the employees can sustain it"; or how the Health District will be able to provide services "to the most vulnerable populations, who require {Health District} services even more when the economy is in the tank." Stated, the Health District is different from the Cities, as *Nevada Revised Statutes* (NRS) mandates the Health District "provide the social safety nets for these citizens"; that "should the Commission continue in this way to resolve the budget crisis she believes it will be felt by the citizens with no voice." Advised "there is no appetite by the BCC to enact the Government Services Tax", which was approved by the Legislature.

Advised the County has concerns regarding a number of pending lawsuits, including the Incline Village one and one by the City of Reno. Stated, she would recommend the Board members and Staff contact his/her respective Commissioner regarding the utilization of the reserves, which "is the only thing that can be done to maintain service levels." Stated, there are employees in the County "doing three (3) times the job because people are gone; that employees haven't received a raise; haven't received a COLA; and have graciously voted to give funds back to the County in taking cuts. This is the fourth year of this and it is unsustainable; that after this negotiation she will never again vote 'to go back to staff' for additional reductions." Stated, although she does not know how it can be done the County "has to raise revenues to support the citizens who really, really need services."

In response to Chairman Smith

Regarding a retroactive deadline for labor negotiations, Ms. Jung advised any adjustment(s) would be retroactive to the beginning of the current fiscal year.

In response to Dr. Hess

Regarding the hard freeze resulting in approximately \$2 million in savings of the necessary \$6.8 million shortfall, Ms. Jung advised that it will affect the Health District's overall budget, which can result in layoffs, as there are fixed costs which cannot be reduced.

The Board thanked Ms. Stickney and Ms. Jung for the update.

VISUAL PRESENTATION – CHRONIC DISEASE PREVENTION PROGRAM – MULTIMEDIA
TOBACCO CESSATION CAMPAIGN GETHEALTHYWASHOE.COM WEBSITE RESOURCE –
TOBACCO USE AND CESSATION ATTEMPTS – EPI-NEWS – JANUARY 6, 2012

Ms. Brown

Introduced Ms. Erin Dixon, advising Ms. Dixon will be presenting the new recently developed Centers for Disease Control (CDC) Prevention *Tobacco Cessation Campaign*; that she, the Health Officer, and the Public Information Officer reviewed this campaign in advance. Stated, Staff anticipated "some attention from this Campaign"; however, Staff was "not prepared for all the attention this Campaign received." Advised, the attention this Campaign received "is a good thing", as it results "in people thinking differently about [at-risk] behaviors, particularly in the area of tobacco use."

Ms. Erin Dixon, Chronic Disease Prevention Program Coordinator

Presented a photo of a billboard from the CDC *Tobacco Cessation Campaign*, advising this photo appeared on the front page of a recent edition of the *Reno Gazette Journal*. Advised, "this is a more hard-hitting campaign" than the Health District has previously done; that people start and stop smoking for a variety of reasons"; that previous campaigns focused on quitting for family and encouraging those who had previously tried to quit to continue trying. Advised, the intent of this campaign "was to reach those people who had not been reached in the previous campaigns."

Advised, this campaign is grant funded "by the merging of two (2) federal grants passed through from the State, for a total of approximately \$35,000 for the entire campaign." Advised, the campaign began in early January and will continue through February; that with the funding Staff was able to obtain TV, billboards and print advertisements. Advised this is a completely evidenced based campaign originally developed by New York City and purchased from the CDC Media Center; that the Health District purchased the entire campaign: TV, print and billboard advertisements for \$40.

Advised, the campaign began January 9th; and Staff has noted an increase in the number of inquiries through the Quitline; that as of yesterday the call volume has increased 50%, with a couple of weeks remaining in the campaign.

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Advised, the Health District has received extensive media coverage, with two (2) TV stations refusing to "air the TV commercial prior to 10pm." Advised, Staff began conducting television interviews; that "when Channel 8 announced it would not be showing the commercial on its station", the campaign "became a whole other story in itself." Stated, "for the 1-800-QUIT-NOW campaign to be that prominent in the community for an entire week was very exciting" for Staff. Stated, Staff conducted five (5) television interviews, and three (3) radio interviews; that Ms. Kelli Seals, Health Educator was able to conduct the Spanish language interviews.

Ms. Dixon displayed the second print ad, advising it has a positive message "1 year after you quit smoking, your risk of heart disease is cut in half." Stated, implementing the program to coincide with New Year's Resolutions was intentional; that Washoe County data indicates approximately 58.3% of smokers quit for "at least one (1) day in the past year"; however, only 11.7% reported being successful.

Advised, the intent of the campaigns has been to connect "people to the resources when they are ready to quit." Advised the noted correlation between smoking and heart disease "was very intentional"; that the perception is "the majority of people are aware smoking causes lung cancer; however, not as many people are aware of the correlation to heart disease." Advised, the Board members have been provided with a copy of the January 6, 2012, *EPI-News*, which featured "*Tobacco Use and Cessation Attempts*"; that the newsletter is disseminated among the medical community. Advised the newsletter in conjunction with the advertisements ensured physicians "had the most recent information to help patients quit" should patients come to them to stop smoking. Advised, as noted in the *Epi-News*, smoking rates in Washoe County are no longer declining; that Staff will continue to monitor this in an effort to determine 'why'. Advised, "all Federal Drug Administration (FDA) approved cessation medications are covered by Medicaid; that Staff wanted the medical community to be aware of that."

In response to Dr. Hess

Regarding the higher smoking rates in Washoe County among the youth and teen population as compared to Clark County, Ms. Dixon advised Clark County receives additional funding; that "Clark County has an amazing youth program that was previously funded by the Master [Tobacco] Settlement Programs." Advised, the program is "cutting-edge and recognized as a best-practice; that for two (2) years [Clark County] received the ARRA (American Recovery and Re-investment Act) funds in the total amount of approximately \$14.6 million to address tobacco use"; that those funds will no longer be available this March. Advised, in comparison the entire budget for the Washoe County Health District Program is \$113,000.

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In response to Mr. Gustin

Regarding the campaign, Ms. Dixon advised the campaign was developed by New York City; that Staff "had it tagged locally."

Mr. Gustin

Stated, the campaign "is very strong; that these campaigns are needed to jolt people for the reaction." Questioned if Staff, "can make the thirty (30) second commercial available on auxiliary DVD."

In response to Mr. Gustin, Ms. Dixon stated the commercial is available on the website; that the County has placed it on the streaming video; that it can be accessed through the GetHealthyWashoe.com website; however, she can provide the Board members with the link "and a DVD copy if interested."

Ms. Dixon previewed the thirty (30) second commercial which has been aired on television.

Ms. Jung

Stated, she "thinks the commercial is awesome; that she did receive some calls"; however, "if it offends people enough to motivate them to change behaviors then that presents a very good fiscal argument." Stated, "it is a social equity and tax justice issue, as it is the lowest income who can least afford the health insurance for the medical care when people develop these secondary diseases from smoking."

Chairman Smith

Stated, he agreed "it is money well spent."

The Board thanked Ms. Dixon for the update.

SOLID WASTE MANAGEMENT

A. Presentation – Discussion – Chapter 10, Implementation Plan and Schedule of 2011 Waste Management Plan

Ms. Jeanne Rucker, Environmental Health Specialist Supervisor

Advised the Board members have been provided with a copy of the Implementation Plan for the Washoe County Health District Solid Waste Management Plan, which the Board approved and adopted on October 27, 2011. Advised, Staff submitted the Solid Waste Management Plan to the Nevada Division of Environmental Protection (NDEP); that the Plan was approved by NDEP on December 6, 2011, acknowledging "the plan adequately describes the Solid Waste Management systems serving Washoe County."

Advised, the final Chapter (Implementation Plan) was developed after the Board's October 27, 2011 approval; and the NDEP approval of December 6, 2011. Advised, the Implementation Plan "establishes priority rankings for the goals associated with the Plan, and time frames for completion." Advised, upon approval and adoption by the Board Staff will initiate implementation of the schedule.

Stated, "at this time, the total fiscal impact for implementing the Plan, and the Schedule is unknown." Advised currently the activities associated with the Solid Waste Program are primarily funded through the statewide tire fee." Stated, Staff has "deliberately set-aside monies every year in this fund, specifically for the completion of big projects; therefore, the bulk of the funding for the implementation efforts will be from that fund." Advised, the funding for implementation will not "come from the General Fund; that the funds are from a direct tax for each tire sold in Nevada, with Washoe County Health District receiving a portion of the \$1 tax per tire; that Clark County and NDEP also receive a portion of the \$1 tax." Advised, while the tire tax "will be the primary source of funding, the Health District may also be eligible for some grant funding"; however, that will not be known until such time as Staff has begun the implementation process.

Advised, some goals have been assigned a lower ranking, as those goals "depend on other agencies or legislation for implementation.

Dr. Hess

Stated, after reviewing the Implementation Plan, he noted "this will require a number of Staff for the collection and analysis of data"; and he would question "if it will require additional Staff; and if there is a level of prioritization within the priorities."

In response to Dr. Hess

Ms. Rucker

Advised, "within the Solid Waste Management Program, Staff prioritizes the workload"; that as she indicated, funds have been "set-aside" for the larger projects; that Staff would be utilizing the "services of interns and others within the community who have an expertise in specific areas and are available to the District on contract." Advised the priorities noted within the Plan "will not necessarily be conducted by Staff; that some of it will be outsourced." Ms. Rucker introduced Ms. Lee Salgado, Environmental Health Specialist, advising Ms. Salgado was previously an Intern from UNR and is now an Environmentalist with the District; that Ms. Salgado was "significantly involved in developing the Plan." Advised, the EHS Division "budgets for and utilizes the services of intermittent employees; that these employees can work twenty (20) hours per week and bring a great amount of knowledge" to the job. Advised, Staff "will be reviewing progress on an annual basis; and will be providing periodic updates to the Board throughout the processes of the Implementation Plan." Advised, at the time of the annual reviews Staff will have more information as to "what the costs have been fiscally and what Staff anticipates future costs to be."

In response to Ms. Ratti

Regarding "no due dates in 2014", Ms. Rucker advised, although there may be priorities accomplished in 2014, in determining the priorities Staff established the priorities as 1-5 years; 2-5 years, "which skipped 2014; however, there will probably on-going priorities in 2014." Regarding some priorities "being larger projects than others", Ms. Rucker advised "Staff did not 'pick and choose' what would be listed as a goal; that everything identified as a goal is listed in the Plan." Stated, she concurs, "some of the goals will be easy to accomplish and 'check-off' and others are significant and will require time."

Ms. Ratti

Stated, she would suggest "perhaps another column" [on the Schedule], which delineates "the responsibility", as she supports "standardizing the Garbage Franchise Agreements expiration dates

to facilitate the development of a Regional Garbage Franchise, which cannot occur without the consensus of the three (3) governing boards."

In response to Ms. Ratti

Ms. Rucker advised, within the context of the Plan "where it delineates the goal(s), there are provisions for "identifying the responsible agency"; that Staff "has attempted to identify those partners with whom Staff will be working to achieve those goals." Regarding presenting the Implementation Plan to the regional agencies, Ms. Rucker advised "Staff is required to submit an annual report to the Regional Planning Commission"; that the Solid Waste Management Plan, including Chapter 10, will be included with the Staff report; that Staff will be presenting the Plan to the staff of the two (2) Cities and the County.

In response to Chairman Smith

Regarding the "portion of the tire fee", Ms. Rucker advised the District receives \$.25 from the \$1 fee collected for every new tire sold in Nevada for the Solid Waste Management Program; that Clark County receives \$.35; and NDEP the remainder; that the fee is paid through the Department of Taxation to the Health District.

B. Recommendation – Approve and Adopt the Implementation Plan and Schedule of the 2011 Waste Management Plan

Ms. Rucker

Advised, Staff recommends the Board approve and adopt "the final Chapter of the Solid Waste Management Plan, specifically Chapter 10 which is the Implementation Plan component.

**MOTION: Ms. Ratti moved, seconded by Ms. Jung, that Chapter 10, Implementation Plan and Schedule of the 2011 Waste Management Plan, be approved and adopted as presented.
Motion carried unanimously.**

PRESENTATION – STATEWIDE MEDICAL SURGE PLAN

A. Recommendation for Adoption of the Statewide Medical Surge Plan

Dr. Randall Todd

Advised, the Nevada Hospital Association received a grant in 2008 from the Nevada Department of Homeland Security to review the issue of "Statewide Medical Surge." Advised many facilities had medical surge plans; that the hospitals' medical surge plans addressed "what [the hospitals] would do should an event overwhelm that individual facility's resources"; however, should an event exceed the individual hospital's resources "there would have been problems." Advised when an event becomes regional it is rationale for "everyone to be operating from the same plan."

Advised, with the grant funding a working group was developed consisting of stakeholders from state, county, local and private organizations; that the working group identified protocols and established guidelines for use in optimizing health and medical resources during an emergency. Dr. Todd reviewed the purpose and scope of the working group, advising the Plan "defines the roles and responsibilities" of the various participating agencies.

Reviewed the various assumptions, advising the term "local" refers to the most immediate level of government within a jurisdiction; that "this is an expanded health care delivery system, which was developed to be used in conjunction with existing state, county, and local emergency management; public health; and emergency management services.

Reviewed the role and responsibilities of the participating agencies delineated in the Plan, including the Health District as the local health authority. Reviewed the Operational Functions of the Plan, advising the Operational Functions delineate "what the supporting agencies/organizations response tasks and responsibilities are."

Advised the Plan is developed on a tiered system to ensure the entire state "will understand the various roles and responsibilities of the various organizations/agencies during a medical surge event." Advised, unless specifically excluded, items in the Plan apply to all organizations.

Advised, Staff recommends the Board adopt the Statewide Medical Surge Plan as presented.

Dr. Hess

Stated, "the Health District has been a catalyst for the Statewide Medical Surge Plan; that there were local plans within several different organizations"; however, the Inter-Hospital Coordinating Council (IHCC) members have worked together on this Plan. Dr. Hess questioned, if Staff can provide a link to the Board members to allow access to the Plan, or if the Plan can be emailed to them.

Dr. Todd

Stated, Staff will provide the Plan to the Board members.

MOTION: Ms. Ratti moved, seconded by Dr. Hess, that the Statewide Medical Surge Plan be adopted, with the caveat that a copy be provided to the Board members; and should there be any concerns it be brought back to the Board.

Motion carried unanimously.

PRESENTATION – DISTRICT HEALTH DEPARTMENT EMERGENCY MANAGEMENT PLAN

A. Recommendation for the Approval and Adoption of the Department Emergency Management Plan

Dr. Todd

Advised the Board members have been provided with a copy of the revised "*Washoe County Health District – Department Emergency Management Plan*", which was originally adopted by the Board on June 24, 1998; and revised in 2002.

Advised the Plan was developed, as the Health District is responsible for managing "its own emergencies; but also for organizing emergency operations that have public health components throughout the District's jurisdiction." Advised the Plan delineates how the Health District operates during an emergency, including the activation of the Health District Crisis Team (HDCAT); the interaction with the County Crisis Action team (CAT), and with the Regional Emergency Operation Center (REOC); it identifies the emergency contacts and internal call down lists; how the District communicates with the public and other agencies; and the internal emergency procedures (specific to the emergency – fire, earthquake, flood, bomb threat, etc.)

Advised the Plan “establishes how the District would set-up the Department Operation Center (DOC), which would not necessarily require the activation of the Regional Emergency Operations Center (REOC)”. Advised the plan establishes protocol for communication with the public and other stakeholder; and Incident Command System (ICS) protocol.

Advised Staff recommends the Board approve and adopt the January 2012 revised “*Washoe County Health District – Department Emergency Management Plan*” as presented.

In response to Ms. Jung

Regarding the District “interfacing with the last two (2) fire emergencies”, Dr. Iser advised with the Caughlin Ranch fire the REOC was not activated; however, representatives of the Air Quality; the Environmental Health Services; and the Public Health Preparedness Divisions did respond as necessary. Advised the Health District “needs to be involved early, as it will be involved in anything; and at times will be the lead.” Advised, the REOC was activated during the Washoe Drive Fire; that Ms. Stacey Akurosawa; Mr. Kevin Dick; Mr. Bob Sack, and he responded. Advised, the Air Quality Management Division monitored the affects of the fires to the air quality as it pertained to public health. Advised, EHS Staff monitored restaurants in the affected areas to ensure those facilities, which remained open, were in compliance with the Health District’s regulatory requirements. Advised Staff did issue some Boil Water Orders to restaurant facilities that are one wells during the recent fires.

In response to Ms. Jung

Regarding the ‘Boil Water Orders’, Mr. Bob Sack, Director, Environmental Health Services, advised [40 CFR] law requires ‘Boil Water Orders’ be issued by the operator; that the Health District “does oversee this to ensure compliance.”

Advised the proposed *Health District – Department Emergency Management Plan* “will do nothing to impede the EHS Division’s ability to respond to the REOC”, nor the Cities operational plans during an emergency; that the Plan formalizes “how the District responds” at the REOC; and how the District organizes and responds internally.

In response to Ms. Jung

Regarding "if all of the positions, listed on page eight (8) in the HDCAT are filled", Dr. Todd stated "Staff, who can fill those positions when necessary, have been identified." Regarding "not having a dedicated Staff member in each of those positions due to budget reductions", Dr. Todd stated each position may not be necessary "as it would depend on the nature of the emergency" as to which Staff member position would be necessary for the response.

In response to Ms. Ratti

Regarding the positions listed on page eight (8) being "positions within the Department, such as would be noted on an organizational chart", Dr. Todd stated "these are real positions" within the Health District; that "he believes all are currently filled"; that these positions indicate "the kind of people who could occupy some of the ICS positions."

Regarding this Plan being a component of the County Emergency Management Plan, Dr. Todd stated the Health District's Plan while being separate does correlate with the County Emergency Management Plan. Advised "there are emergencies that are not primarily public health emergencies"; however, Staff may have a significant role in other types of emergencies; that in all emergency situations the Health District should have a plan delineating how the District will organize and function in those incidents.

Ms. Ratti

Stated, her concern is each of the jurisdictions and the Health District "having individual and separate plans making it difficult to sort out."

In response to Ms. Ratti

Dr. Todd stated "attempts have been made" for that not to occur. Advised the proposed Plan is "smaller than previous Plans", as Staff reviewed other Plans when preparing it; that some Plans, which had been previously included in this Plan are now "stand alone plans and are only referenced in the proposed Plan."

Mr. Sack

Stated, the proposed District Plan is to ensure the Health District "is organized to operationally accomplish what is expected" from the public and other jurisdictional entities during an event.

In response to Ms. Ratti

Regarding if there is a component specific to "activating the Board", Dr. Iser stated the Plan does indicate the Board Chairman will be notified and updated; however, there may "be a time in which the Board members' assistance may be necessary."

Ms. Ratti

Advised the City of Sparks Emergency Management Plan does contain provisions specific to Council members involvement (or non-involvement) during an emergency.

Ms. Jung

Stated, the District should use the services of the Board members "when needed."

Dr. Iser

Recommended the Board approve and adopt the Plan and Staff will review incorporating the comments into the Department Emergency Management Plan (DEMP).

MOTION: Ms. Ratti moved, seconded by Dr. Humphreys, that the '*Washoe County Health District – Department Emergency Management Plan*', be approved and adopted. It was further ordered that each Board member be provided with a binder containing the Plan, and any other necessary key information.

Motion carried unanimously.

UPDATE – DBOH STRATEGIC RETREAT SUMMARY

Dr. Iser stated the Board members have been provided with an update on the "Strategic Retreat of October 6, 2011."

STAFF REPORTS AND PROGRAM UPDATES

A. Director – Epidemiology and Public Health Preparedness

Dr. Randall Todd, Director, Epidemiology and Public Health Preparedness, presented his monthly Division Director's Report, a copy of which was placed on file for the record.

In response to Ms. Jung

Stated, "there seem to be a number of colds"; and questioned if the EPHP Staff monitor for colds, Dr. Todd advised the Health District does not "track colds; that the Health District tracks Influenza and Influenza-like illness (ILI), which is not a firm diagnosis." Advised, "this has been a remarkably flat year for ILI. Advised the easy accessibility of obtaining flu shots has contributed to the decrease in the number of cases of flu; and the area has experienced "a very mild winter." Advised there is a site on *Google*, which "tracks hits on flu-related subjects; and it correlates nationally with ILI trends which CDC tracks." Advised on this site Nevada indicated a high rate of ILI; however, Clark County "was receiving a high number of hits related to flu." Advised, Staff received a number of inquiries regarding this site, and the high rate noted in Nevada; that it provided Staff the opportunity to "explain flu surveillance to the media; and that according to [Washoe County] data it has been a flat year here."

B. Director – Community and Clinical Health Services

Ms. Mary-Ann Brown, Director, Community and Clinical Health Services, presented her monthly Division Director's Report, a copy of which was placed on file for the record.

Ms. Brown

Advised, based on the Board's discussion regarding the Jan Evans Clinical Services Pilot Project proposal, CCHS Staff has "rescinded the concept of the Pilot Project"; that in lieu of the concept Staff will "work closely with staff of the Jan Evans Center to create the most efficient and effective clinical services" for the Center. Stated, she has been assisting with the recruitment of a Nurse Practitioner for the Center. Stated, Staff will be reviewing the Health District's "role with County Departments and other community partners regarding public health and clinical services, which are within CCHS Division's area of expertise."

Advised, on January 18, 2012, the *Reno Gazette Journal*, featured an article regarding neighborhood vegetable stands after a member of the ACHIEVE partnership presented the issue to the Board of County Commissioners. Stated, included "on the front page was the announcement for volunteers to the newly formed Washoe County Food Policy Council; that to-date there have been twenty (20) applications for the ten (10) seats, with the final date for application submission being February 8, 2012."

C. Director – Environmental Health Services

Mr. Bob Sack, Director, Environmental Health Services, presented his monthly Division Director's Report, a copy of which was placed on file for the record.

D. Director – Air Quality Management

Mr. Kevin Dick, Director, Air Quality Management, presented his monthly Division Director's Report, a copy of which was placed on file for the record.

E. Administrative Health Services Officer

There was no Administrative Health Services Officer Report this month.

F. District Health Officer

Dr. Joseph Iser, District Health Officer, presented his monthly District Health Officer's Report, a copy of which was placed on file for the record.

Dr. Iser

Stated, Staff has not received any further information from Tri-Data (the EMS evaluation for Fire and REMSA); that Staff was advised the initial draft Report would be available by the end of January.

WASHOE COUNTY DISTRICT BOARD OF HEALTH MEETING

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Stated, Mr. Dan Inouye, Air Quality Supervisor, will be presenting an overview of the 'Red, Green, Yellow' [burn code] Program in March; that he has requested the same presentation be offered to the Reno and Sparks City Councils; and the Board of County Commissioners. Stated, he has requested Mr. Steve Kutz, Immunization Program Coordinator, present an update regarding the entirety of the Immunization Program in either February or March.

Stated, the Board members have been provided with a copy of the Health District's accomplishments for 2011; and the proposed accomplishments for 2012, as requested by the County Manager.

BOARD COMMENT

Ms. Ratti requested the calendar of the 2012 Board of Health meeting dates be forwarded to the Board members.

Dr. Hess

Requested the Volunteer Agreement "and some of the problems for recruiting individuals for the Medical Reserve Corps (MRC)", be agendized, with an update from Dr. Todd. Stated, as a physician, he has concerns regarding the verbiage of the Volunteer Agreement, "as it is an impediment"; that with the provisions of Assembly Bill 98, "he believes [the Volunteer Agreement] could be revised."

Ms. Leslie Admirand, Deputy District Attorney

Advised, that item can be agendized, "with the caveat the Volunteer Agreement is an Agreement approved by the Board of County Commissioners; that it is not an Agreement which is approved by the Board of Health."

Dr. Hess

Stated, "he doesn't disagree with that"; however, the Board of Health can make a recommendation to the Board of County Commissioners.

In response to Mr. Gustin

Regarding "existing information, guidelines, policy, video, etc., regarding the [proper] disposal of fireplace ashes; that he will be suggesting a segment on Reno's Public Access Channel"; however, he is unaware if this type of information is available.

Mr. Sack

Stated, he is unaware of "any information from a public health perspective"; that the issue is "proper cooling of ashes" to ensure it doesn't present a fire hazard. Stated, this would be more of a "fire department issue"; however, Staff can research the issue, which he can present in his Division Director's Report, or he will "bring something back to the Board."

Dr. Iser questioned if there are other issues, which the Board members would request be agendized.

Ms. Jung

Stated, she would request an agenda item specific to information as "to employee engagement, morale, issues of transition with more responsibility and less certainty for the future, but with the new District Health Officer." Stated, she would question if Dr. Iser has "planned anything to engage and get to know Staff."

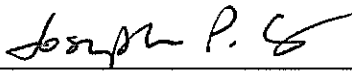
Ms. Admirand

Advised, the item can be agendized for a future meeting.


PUBLIC COMMENT

There was no public comment.

There being no further business to come before the Board, the meeting was adjourned at 2:45pm.



JOSEPH ISER, MD, DrPH, MSc
DISTRICT HEALTH OFFICER/SECRETARY



JANET SMITH, CPS/CAP
RECORDING SECRETARY