

Washoe County



Health District

## Washoe County District Board of Health Regular Meeting Minutes January 23, 2014

**PRESENT:** Chair Matt Smith, Vice Chair Kitty Jung, David Silverman, Dr. George Hess, Dr. Denis Humphreys, Councilperson Julia Ratti and Councilperson Sharon Zadra

**ABSENT:** None

**STAFF:**

Kevin Dick, Interim District Health Officer  
 Herb Kaplan, Deputy District Attorney  
 Eileen Stickney, Administrative Health Services Officer, AHS  
 Charlene Albee, Acting Division Director, AQM  
 Steve Kutz, Division Director, CCHS  
 Robert Sack, Division Director, EHS  
 Jeff Whitesides, Manager, EPHP  
 Steve Fisher, Department Computer Application Specialist, AHS  
 Dawn Spinola, Administrative Secretary/Recording Secretary, AHS

Melissa Peek, Epidemiologist, EPHP  
 Jim Gubbels, President, REMSA  
 Christina Conti, Public Health Emergency Response  
 Coordinator, EPHP  
 Daniel Inouye, Acting Division Director, AQM

TIME/ ITEM	AGENDA ITEM	DISCUSSION	ACTION
1:00 PM *1, 2	Meeting Called to Order, Roll Call and Pledge of Allegiance	Chair Smith called the meeting to order. Roll call was taken and quorum noted. The Pledge of Allegiance was led by Mr. John Slaughter.	
*3.	Public Comment (limited to three (3) minutes per person). No action may be taken.	None.	
4.	Approval/Deletions to Agenda for the January 23, 2014 Meeting	Chair Smith announced Item 14 would be heard immediately after Item 11.	<b>Councilperson Zadra</b> moved, seconded by <b>Councilperson Ratti</b> , that the January 23, 2014 agenda be approved as amended. <b><u>MOTION CARRIED</u></b>

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5.	Approval/Additions/Deletions to the Minutes of the December 19, 2013 Regular Meeting	Chair Smith called for any additions or corrections to the minutes of December 19, 2013 regular meeting.	<p><b>Councilperson Ratti</b> moved, seconded by <b>Mr. Silverman</b>, that the minutes of the December 19, 2013 regular meeting be approved as presented.</p> <p><b><u>MOTION CARRIED</u></b></p>
*6.	Recognitions	<p>Mr. Dick and Chair Smith announced the following recognitions:</p> <ul style="list-style-type: none"> <li>A. Introduction of New Employee(s) –               <ul style="list-style-type: none"> <li>1. Dawn Spinola - Administrative Secretary –AHS – 1/13/14</li> </ul> </li> <li>B. Promotions –               <ul style="list-style-type: none"> <li>1. Theresa Goins – Permanent, Part-Time Advanced Practitioner of Nursing (APN) - CCHS</li> </ul> </li> <li>C. Years of Service –               <ul style="list-style-type: none"> <li>1. Christina Burton (Tina) – Plans/Permits Aid – AQM – 25 Years</li> </ul> </li> <li>D. Retirements/Departures –               <ul style="list-style-type: none"> <li>2. Wallace Prichard – Air Quality Specialist II – Retiring 1/31/14 with 13+ Years of Service</li> <li>3. Mary Clauson – Office Assistant II – Leaving Nevada 1/31/14 with 12+ Years of Service</li> </ul> </li> <li>E. Introduction of New Washoe County Manager –               <ul style="list-style-type: none"> <li>1. John Slaughter – 11/12/13</li> </ul> </li> </ul>	
7.	Proclamations	<ul style="list-style-type: none"> <li>A. National Heart Month and National Wear Red Day - PROCLAIMED, by the Washoe County District Board of Health that February 7, 2014, is designated as National Wear Red Day and the month of February 2014 as American Heart Month.</li> </ul>	<p><b>Mr. Silverman</b> moved, seconded by <b>Councilperson Zadra</b>, that the Proclamation be approved as presented.</p> <p><b><u>MOTION CARRIED</u></b></p>

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		<p>B. National Radon Action Month in Washoe County - PROCLAIMED, by the Washoe County District Board of Health that the month of January is designated as National Radon Action Month in Washoe County.</p> <p>Susan Howe, from the University of Nevada Cooperative Extension Program, thanked the Health District and the American Lung Association for partnering with them in their efforts to reduce lung cancer in Washoe County. She shared some statistics regarding Washoe County radon testing results and noted that the Cooperative Extension was offering free test kits through the end of February.</p>	<p><b>Councilperson Ratti</b> moved, seconded by <b>Councilperson Zadra</b>, that the Proclamation be approved as presented.</p> <p><b><u>MOTION CARRIED</u></b></p>
8.	Consent Agenda	<p>A. <u>Air Quality Management Cases:</u></p> <ol style="list-style-type: none"> <li>1. Recommendation to Uphold Citations Not Appealed to the Air Pollution Control Hearing Board:               <ol style="list-style-type: none"> <li>a. Whittlesea Checker Taxi – NOV 5396, Case 1142 100 Sunshine Lane, Reno, NV 89502</li> </ol> </li> <li>2. Recommendation of Cases Appealed to the Air Pollution Control Hearing Board. None.</li> <li>3. Recommendation for Variance: None.</li> </ol> <p>B. <u>Sewage, Wastewater &amp; Sanitation Cases:</u> Recommendation to Approve Variance Case(s) Presented to the Sewage, Wastewater &amp; Sanitation Hearing Board. None.</p> <p>C. <u>Budget Amendments / Interlocal Agreements:</u></p> <ol style="list-style-type: none"> <li>1. Approval of the Washoe County Smoke Management Program Memorandum of Understanding with Truckee Meadows Fire Protection District, North Lake Tahoe Fire Protection District, The Nevada Department of Conservation and Natural Resources, Division of Forestry, Division of State Lands, Division of State Parks and Division of Wildlife; and the United States Department of the Interior, Bureau of</li> </ol>	

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		<p>Land Management and Fish &amp; Wildlife Service</p> <p>D. <u>Retroactive authorization of travel and travel reimbursements</u> for non-County employee Harry “Bus” Sharman (District 1 Commissioner from Churchill County) to attend the Robert Wood Johnson Foundation Learning Center Community meeting in San Diego, California in the approximate amount of \$1,000, supported by the grant award (IO 20385).</p>	<p><b>Councilperson Ratti</b> moved, seconded by <b>Mr. Humphreys</b>, that the Consent Agenda be approved as presented.</p> <p><b><u>MOTION CARRIED</u></b></p>
9.	Air Pollution Control Hearing Board Cases appealed to the District Board of Health.	None.	
10.	<p>Regional Emergency Medical Services Authority</p> <p>A. Review and Acceptance of the REMSA Operations Reports for December, 2013</p> <p>*B. Update of REMSA’s Community Activities Since December, 2013</p>	<p>Mr. Jim Gubbels, President of REMSA, reported that in December, 2013 Priority 1 Compliance was 91%, and Priority 2 Compliance was 93%. Average Care Flight bill for the month was \$6,869, which brought the year-to-date average to \$8,085. The average Ground Service bill for the month was \$1,075, which brought the year-to-date ground average to \$1,067.</p> <p>Mr. Gubbels noted our community has recently been highlighted due to active shooter cases and pointed out letters of thanks, included in the packet, for the utilization of REMSA’s Tactical EMS team. He explained FEMA does make recommendations for EMS services and how they provide support during Active Shooter events. REMSA’s utilization of its Tactical EMS team had received national recognition.</p> <p>Mr. Gubbels discussed REMSA’s Running Red for Heart 5K run, benefitting the American Heart Association, to be held February 8, 2014.</p>	<p><b>Councilperson Ratti</b> moved, seconded by <b>Councilperson Zadra</b>, to accept the REMSA Operations and Financial Report for December, 2013 as presented.</p> <p><b><u>MOTION CARRIED</u></b></p>
11.	Presentation, Discussion, and Possible Direction to Staff regarding Emergency Medical Services (“EMS”), Including Recommendations Contained in the TriData Report and	<p>Mr. Dick, in Dr. Todd’s absence, explained the EMS Working Group and REMSA were working towards Principles of Agreement for a renewed franchise agreement and were nearing a conclusion on that project.</p> <p>Mr. Dick told the Board that the EMS</p>	

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	Various Other EMS Studies	<p>Working Group had been working on how to establish an oversight structure for the regional emergency medical services system. WCHD has been working with Mr. Slaughter, Mr. Gubbles and the managers from the cities of Reno and Sparks. The staff report covering the Principles of Agreement as well as a Resolution for an Interlocal Agreement to establish an EMS oversight system will be presented to the jurisdictions and DBOH at a concurrent meeting on February 10, 2014 at 8:30 a.m. to be held at Reno City Hall in the Council Chambers.</p> <p>Councilperson Ratti requested Mr. Dick hold individual meetings with each of the Board members prior to February 10, 2014 to discuss the staff report and the proposed agreements. Mr. Dick stated he would make time available for briefings on the work that has been done and the proposals that will be presented.</p> <p>Dr. Hess asked when the written report would be available and Mr. Dick estimated it would be sometime during the following week.</p> <p>Councilperson Zadra noted the Reno City Manager and Chief would be providing information on the matter to the Council members Monday of the following week. She emphasized that the other Boards were experiencing the same informational time delays as DBOH.</p>	<p>Report presented, no action taken. <b><u>NO MOTION</u></b></p>
14. (Taken out of order.)	Approval of proposed changes to the District Board of Health's Suggested Guidelines for Emergency Medical Services (EMS) Coverage for Mass Gatherings	Ms. Christina Conti, Public Health Emergency Response Coordinator, EPHP, presented the proposed guidelines, noting that during the last Legislative session the State had utilized the Health District's guidelines as a tool to implement new legislation. The changes to the guidelines were minimal; they incorporated specific language that is now State law.	<b>Commissioner Jung</b> moved, seconded by <b>Dr. Hess</b> , to approve the proposed changes to the District Board of Health's Suggested Guidelines for Emergency Medical Services (EMS) Coverage for Mass Gatherings.

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			<b><u>MOTION CARRIED</u></b>
12.	Approval of the Health Fund Revenue and Expenditure Report for December, 2013	Ms. Stickney recommended the DBOH accept the attached report of the revenues and expenditures for December, 2013. She noted receipt of Medicaid revenue income and explained the steps that had been undertaken to cause that to occur. She explained that atypical clinic activity had caused a variance of overstated third-party reimbursements.	<b>Councilperson Zadra</b> moved, seconded by <b>Mr. Silverman</b> , that the Health Fund Revenue and Expenditure Report for December, 2013 be approved as presented.  <b><u>MOTION CARRIED</u></b>
13.	Fiscal Year 2015 Budget Kick-off, Calendar and Update with possible direction to staff.	<p>Ms. Stickney noted there would be a standing agenda item for Fiscal Year 15. Review of line items, estimates to complete and forecasts for FY15 were currently being discussed. Any resources that can be saved during FY14 can be reallocated and used as resources for FY15.</p> <p>Ms. Stickney reminded the Board of the budget presentation meeting to be held on March 6, 2014 at 1:00 p.m. A budget meeting will be held with the City and County managers on March 5, 2014 and Mr. Dick will pass along their comments to DBOH at their meeting. Final budget approval is tentatively scheduled for April 15, 2014.</p> <p>Dr. Hess remarked on a line item for Capital Improvement and Ms. Stickney noted that was not an annual occurrence. The prior year had CI funds allocated for lobby remodel and an update to the phone system. The current request would cover construction that would alleviate the dangers of a building entrance that is hazardous to employees during the winter.</p> <p>Councilperson Ratti asked if there was an extra meeting scheduled for budget and Ms. Stickney replied March 6, 2014 was the only special meeting scheduled. The regularly-scheduled meeting on March 27, 2014 would also take place, so there will be two total meetings for the month of March.</p>	Report presented, no action taken. <b><u>NO MOTION</u></b>

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15.	<p>Recommendation to Approve an Employment Agreement Between the Washoe County District Board of Health and Mr. Kevin Dick for the Position of District Health Officer</p>	<p>Chair Smith acknowledged the contract had taken some time to finalize as the County was working towards consistency among all of the department head's contracts.</p> <p>Dr. Hess expressed concern that compensatory time may be earned by a salaried employee on an hour-for-hour basis for hours worked over 40 in a week.</p> <p>Commissioner Jung stated that clause was de rigeur at the County level. She asked Mr. Dick if the clause had anything to do with a benefit that provided payout at time of separation of employment. Mr. Dick replied he was not entitled to a payout based on his point of entry into the position. He clarified by saying that longer-term employees do receive a payout but he will not as he started after that benefit had been eliminated.</p> <p>Councilperson Ratti asked if the contract was consistent with the contracts of the other County department heads. Chair Smith and Mr. Dick replied that it was. Councilperson Ratti acknowledged Dr. Hess' concern, but on the whole, considered it a fair agreement. She requested acknowledgement that the current contract had been agreed to by Mr. Dick, Chair Smith and the County, and Chair Smith stated it had.</p> <p>Dr. Hess expounded on his earlier concern, suggesting that if Mr. Dick earned a substantial amount of compensatory time he would be entitled, and may be tempted, to use it. He reiterated he did not feel that executives should earn compensatory time.</p> <p>Commissioner Jung noted his concern but opined a professional does not have time to take compensatory time off, it is simply recognized that they have it available should they require flexibility in their schedule. She acknowledged there was reason to be concerned as the past two District Health Officers had taken substantial amounts of time off. Commissioner Jung stated she</p>	

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		<p>believed Mr. Dick could handle that type of professional responsibility and would not abuse the time. She felt they had reason to keep an eye on the situation, but reiterated her confidence in Mr. Dick.</p> <p>Councilperson Ratti, for clarity and accuracy, requested verification that the maximum compensatory time that could be compiled was 240 hours and was not cumulative from year to year. Mr. Dick confirmed that was correct.</p> <p>Dr. Hess pointed out that 240 hours was 30 working days in addition to the other time off Mr. Dick was already entitled to. Dr. Hess stated he was adamantly opposed to the compensatory time.</p> <p>Mr. Dick explained that after the 3.5 years he had been employed with the County, he held over 150 hours of compensatory time, so the initial exposure would be less than 90 hours when the 240-hour cap and his 150 existing hours were factored in.</p> <p>Chair Smith pointed out the contract was boilerplate. He agreed with Commissioner Jung in that he had no concerns with Mr. Dick regarding this issue. He hoped that if Mr. Dick's presence was needed for an emergency that he would take some time off afterwards because the Board and Health District needs him. Chair Smith opined the contract was in line with all of the other County contracts and he was fine with it.</p> <p>Councilperson Zadra had inquired with the City of Reno as to whether the contract for the Reno City Manager was similar to the County department head contracts. She had yet to receive a response as she had only recently submitted the inquiry. She noted the contract for the Reno-Sparks Convention and Visitor's Authority management did contain compensatory time. The CEO received 30 hours and the executive staff is granted discretionary time subject to the determination of the CEO, not to exceed two weeks.</p> <p>Councilperson Ratti acknowledged the concern regarding the</p>	<p><b>Councilperson Ratti</b> moved, seconded by <b>Commissioner Jung</b>, to approve an Employment Agreement Between the Washoe County District Board of</p>



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		<p>compensatory time was legitimate but asked if the comparison to the Reno Manager's contract was relevant, as the agreement under discussion was regarding County employment. She was willing to state that, on the whole, she agreed with the package. She agreed 240 hours of compensatory time could become an issue if the position was held by someone who may be inclined to take advantage but reiterated that, on the whole, she felt it was a well-balanced contract.</p>	<p>Health and Mr. Kevin Dick, for the Position of District Health Officer as presented.</p> <p>Dr. Hess abstained.</p> <p><b><u>MOTION CARRIED</u></b></p>
16.	<p>Discussion and possible direction to staff on results of the National Public Health Performance Standards Public Health Governing Entity Assessment Instrument from the January 16, 2014 Washoe County District Board of Health meeting</p>	<p>Chair Smith requested comments from the Board members regarding the assessment exercise and stated he felt it had been very enlightening.</p> <p>Mr. Silverman stated it was informative, educational and personally eye-opening. It had been a good challenge to think about and answer what the question was actually asking. He suggested it should be done more often.</p> <p>Dr. Hess thought it was very useful and the only parts he had trouble with was separating what the Health Department is doing and achieving as opposed to what the Board is doing and achieving.</p> <p>Councilperson Zadra apologized for missing the assessment but she had reviewed the material. She had found the concept and format to be enlightening.</p> <p>Chair Smith asked if they should be thinking about some of the things they scored badly on. Staff provides the Board with information and the assessment was asking if the Board was completing tasks associated with that information. This led him to ask himself if they should be participating more, or should they be leaving it to staff. He felt some parts of the assessment inferred the Board may not be doing all that it was tasked to do. He was unable to come up with specific assessment questions that clarified his point.</p> <p>Commissioner Jung asked if he was referring to the question</p>	

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		<p>regarding whether or not they read the Statutes and the mission each year. She opined Ms. Frenkel was attempting to help them prioritize and to realize that a low score does not reflect a priority. There may be an underlying reason why the scores fell where they did.</p> <p>Commissioner Jung felt they were essentially in consensus with their prioritizations. The exception was Dr. Hess, who is on the Board as a Physician and it is his job to point it out if he did not feel they were doing enough in certain areas. Commissioner Jung opined it gave them a great foundation as a team on where to move forward and to have a plan for action, a vision and some guidelines.</p> <p>Councilperson Ratti said it was good to complete intellectual exercises, but it meant nothing unless some of it is made actionable. She felt the place where governing boards can fall off course afterwards is by trying to make too many things actionable. She suggested when the summary came back they select one or two things where they can have early, simple wins in really changing the quality of the Board without taking everything on. As always, they will rely on staff to set them up to do that well, which is the nature of a Governing Board with a CEO.</p> <p>Mr. Dick felt it was worthwhile and revealing for staff to better understand some of the Board's perspectives and ways staff could provide better support to the Board. Based on the discussion about the statutes and the mission, he thought staff could work to develop a better on-boarding manual that provides more information. Mr. Dick opined the timing may be fortuitous as both the report from the retreat and the Fundamental Review Team report and recommendations would be presented at the next Board meeting. He felt it was an opportunity to see where the Board's priorities aligned with the recommendations so they would be able to make decisions based on information from both sources.</p> <p>Chair Smith suggested the Fundamental Review Team should look at the results of the assessment and participate in that discussion.</p>	

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		<p>Councilperson Ratti agreed and expressed her wish that some actionable items would come out of the Fundamental Review as well as the assessment. She noted they needed to be respectful of staff time in deciding if the governance issues are the bigger priority or if some other part of the Fundamental Review has a higher priority.</p>	<p>No action taken. <b><u>NO MOTION</u></b></p>
<p>*17.</p>	<p><b><u>Staff Reports and Program Updates</u></b></p> <p>A. <b>Director, Epidemiology and Public Health Preparedness</b> Communicable Disease - Influenza, Public Health Preparedness &amp; Continuity of Operations, Training, Public Awareness and Medical Reserve Corps</p>	<p>Mr. Jeff Whitesides, Manager of the Public Health Preparedness Program, speaking for Dr. Todd, invited Ms. Melissa Peek to the podium to provide an update to the Board regarding seasonal influenza.</p> <p>Ms. Peek, Epidemiologist for the Communicable Disease Program, stated there had been changes since the Board report had been submitted. She reported influenza-like activity in Washoe County was beginning to decrease. As of Week 3 which ends January 18, 2014, the ILI percentage was down to 2.6%, which below the regional baseline of 2.9%. She opined that was the first time the County had been below the baseline since Week 48 or 49.</p> <p>Ms. Peek stated that to date the County had 626 positive lab results reported. Of those, 149 had been PCR confirmed as the 2009 H1N1 and that is the predominant circulating strain in the community and nationally this flu season. 68 cases were hospitalized which is an 11% hospitalization rate for the season. Of the 68, 45 had lab-confirmed H1N1. Of the 68, 19 were ICU admits, 16 of those were lab-confirmed H1N1. Washoe County has had 7 influenza-caused deaths this year, all positive for 2009 H1N1. 5 of the 7 are between the ages of mid-30's to mid-50's.</p> <p>Ms. Peek stated that since the flu season has been more severe, the Division has been pushing prevention messages out to the community. There have been 14 media interviews and Mr. Phil Ulibarri, the District PIO, has also sent out two press releases.</p> <p>Councilperson Zadra noted Nevada, but not California, appeared on</p>	

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		<p>a national map as having a high rate of flu cases and asked Ms. Peek to comment. Ms. Peek opined it had to do with the flu surveillance process. Washoe County actively seeks out cases that are hospitalized or tested through a hospital and requests the medical records. That was how staff located 6 of the 7 deaths, as none of them were required to be reported to the County. She emphasized they were looking for information, not waiting for it to be reported.</p>	
	<p><b>B. Director, Community and Clinical Health Services</b> Client Satisfaction Survey Results, Program Update – Sexual Health, Divisional Update and Program Reports</p>	<p>Mr. Steve Kutz, Director, Community Clinical and Health Services, noted he was pleased Dr. Hess had enjoyed seeing the results of the CCHS satisfaction survey. He was very proud of the exceptional service provided by staff to the community and opined the numbers reflected that.</p> <p>Mr. Kutz stated that there were approximately 18,000 individuals registered under the Affordable Care Act in Nevada. The statistics were not broken down by County. He met with Social Services staff and there were Certified Application Counselors in place that have logins into the Health Exchange. Clients who are interested in signing up will be referred to them. There are computer workstations for individuals needing access. He stated Social Services staff had been very easy to work with.</p> <p>Mr. Kutz reported that, due the increase in influenza and its complications, a special clinic had been held in partnership with Immunize Nevada at the Boys and Girls Club, where they immunized 264 individuals. There has been an increase in appointments, specifically for influenza vaccine, at the Health District.</p> <p>Mr. Kutz explained that Mr. Dick had connected TB staff with Renown’s Emergency Management staff, and Washoe County’s TB clinic will now be a part of Renown’s notification should there be an event on the Renown campus. The County has an office on the campus so is appreciative of any notification.</p>	

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		<p>Mr. Kutz stated the County was using some of the funds from the Master Settlement Agreement and contracting with UNR on work towards the Tobacco-Free UNR campaign.</p> <p>Mr. Kutz discussed an inservice that was held regarding Methamphetamine-exposed babies. CCHS and WIC staff attended as well as many individuals from the community. A total of 80 were in attendance.</p> <p>Commissioner Jung complemented Mr. Kutz on the excellent survey results and asked that he share that with staff. She emphasized the results were particularly commendable in light of the fact that some members of the community do not understand what services are available and what could be expected from them.</p>	
	<p><b>C. Director, Environmental Health Services</b> Food Program, Vector-Borne Disease Program, General Environmental and EHS Inspection Totals</p>	<p>Mr. Robert Sack, Division Director, Environmental Health Services, had no additional information to report.</p> <p>Commissioner Jung noted Mr. Sack was working with the DA's office regarding the Medical Marijuana bill and asked if he was aware of a resource named Rebecca Gaska, an employee of the ACLU who lobbied the bill through the State. Commissioner Jung noted Ms. Gaska was working to find ways to dispose of the product and make it inert. Commissioner Jung stated she would provide Ms. Gaska's contact information to Mr. Sack.</p> <p>Mr. Sack noted one of the things that was glaringly apparent in the bill was that it gives no guidance on how to properly dispose of the substance. Right now, the only disposal method is as an illegal drug. The County would need to research how disposal would be handled.</p> <p>Commissioner Jung explained Ms. Gaska researched how other states were handling this subject and has policy recommendations. Commissioner Jung stated she was a self-appointed liaison for the Board of County Commissioners working with staff to be prepared when medical marijuana becomes legal in April and the County can begin licensing it. She pointed out the County needed the revenue</p>	

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		<p>and she had the votes at the BCC, so this was going to happen. The BCC has never declared a moratorium; they simply have not permitted its use or accepted business licenses. She pointed out staff has been directed to review ordinances and land uses for potential conflicts.</p> <p>Mr. Sack stated his Division had already made the determination that there were no changes required at the regulatory level to effectively regulate it. It would be necessary to determine what would be a Federally-acceptable method of disposal.</p> <p>Dr. Hess asked if the Pembroke Wetlands Mr. Sack referred to in his report was the golf course. Mr. Sack explained it was the whole area on both sides. Dr. Hess asked if part of that belonged to the University. Mr. Sack reiterated any discussion about Pembroke Wetlands included the whole stretch. Dr. Hess asked what the Health District's recommendation was regarding the Connector. Mr. Sack replied the Health District was only concerned with minimization of standing water, which was associated with storm runoff.</p>	
	<p>D. <b>Acting Director, Air Quality Management</b> Air Quality, Monitoring and Planning Activity, Permitting Activity, Compliance &amp; Inspection Activity and Permitting &amp; Enforcement Activity</p>	<p>Mr. Daniel Inouye, Acting Division Director, Air Quality Management, explained that last year had been challenging in terms of fine particulate matter (PM2.5). Creating problems were wildfires in August and September, and then stagnant weather conditions in December leading to additional PM2.5 episodes. EPA has criteria for determining attainment with the National Ambient Air Quality Standards. For PM2.5, the criteria is the 3-year average in the 98<sup>th</sup> percentile. He emphasized that meant one bad year did not lead to non-attainment. He did state that if another season occurred that was similar or worse than 2013, Washoe County could become a non-attainment area for fine particulate matter.</p> <p>Mr. Inouye went on to say that if we did become a non-attainment area, many of our currently voluntary measures would become mandatory. The County would be required to develop a Federally-enforceable state implementation plan that would need to be</p>	

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		<p>approved by the EPA. The Division engages in outreach efforts which help encourage voluntary efforts and behavioral changes.</p> <p>Mr. Inouye stated air quality will be summarized in an air quality trends report which will be presented to the Board in May.</p> <p>Commissioner Jung asked if the Division had received calls regarding an individual advising people that the interiors of their homes were ruined due to the fine particulate matter and offer cleaning services. This individual cleans the property, then submits a claim to the homeowner's insurance and retains a portion of whatever the claim pays out. Mr. Inouye had not been made aware of this situation but stated that newer heating devices emitted less pollution inside the house than previous models. He noted that any disaster involving insurance claims brings out people who try to take advantage.</p>	
	<p><b>E. Administrative Health Services Officer</b> Updates previously provided during Agenda Items Nos. 13 &amp; 14</p>	<p><b>Ms. Eileen Stickney</b>, Administrative Health Services Officer, Administrative Health Services, had no additional information.</p>	
	<p><b>F. District Health Officer</b> REMSA/EMS, Fundamental Review, Permit Software Project, Quality Improvement Initiative, Healthy Community Conversation, Staffing, Other Events &amp; Activities and Health District Media Contacts</p>	<p>Mr. Kevin Dick, District Health Officer, reported that the efforts to replace the permit and business license software regionally were still in progress. Mr. Sack, Ms. Albee and Mr. Fisher were working with him and it was anticipated that there would likely be an Interlocal Agreement item coming before the Board requesting approval to move forward with the project within the next couple of months.</p> <p>Mr. Dick stated that as of January 21, 2014, the WIC program had transitioned from AHS to CCHS. It was decided that the WIC program could deliver better services to their clients if they were working in conjunction with the other CCHS programs as there were opportunities for additional services to be provided when clients come in for WIC appointments. The Fundamental Review team had been very supportive of the change and had encouraged Mr. Dick to move ahead prior to receipt of their report. There may also be</p>	

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TIME/ ITEM	AGENDA ITEM	DISCUSSION	ACTION
		<p>additional opportunities to bill under Medicaid and receive revenue through reimbursement for services.</p> <p>Mr. Dick went on to explain that another reason for the transition was to free up Ms. Stickney from AHS to focus on administrative support for the Health District and not on direct program delivery. He noted the transition had been well-received and staff was already envisioning potential new opportunities.</p> <p>Mr. Dick noted the recent shootings at Sparks Middle School and Renown, and advised the Board he has mandated Active Shooter Awareness training for all Health District staff. He thanked Mr. Whitesides and his staff for getting the trainings set up. For staff members unable to attend the scheduled trainings in person, there is an online course, FEMA 907, which may be of interest to the Board members.</p>	
*18.	Limited to Announcements or Issues for Future Agendas	<p>Councilperson Ratti requested confirmation the County was in the process of merging most of the functions that have to do with Health and Human Services. Commissioner Jung stated that was correct.</p> <p>Councilperson Ratti opined it should be a priority to get Health's house in order, particularly in light of the numerous large projects in process. She felt as though there were opportunities for a different type of working relationship with the other HHS departments in the County and Health should be engaged in a dialog with them as they transition. She suggested it may be a bit early to be in that discussion but stated she would like to see any viable opportunities pursued as part of future direction. Her focus is finding ways to provide better outcomes for clients.</p> <p>Mr. Dick stated he had not had a chance to meet with Messer's. Slaughter and Schiller to discuss the topic but that was only due to his and Mr. Slaughter's engagement with the REMSA/EMS negotiations that were approaching deadline. He stated he would be pursuing the suggested interaction and reporting back to the Board.</p>	



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TIME/ ITEM	AGENDA ITEM	DISCUSSION	ACTION
		Councilperson Ratti reiterated it may be too early to be discussing the subject so if it took some time she understood, but she would like it to occur at some point.	
19.	Emergency Items	None.	
*20.	Public Comment (limited to three (3) minutes per person). No action may be taken.	None.	
21.	Adjournment		<p><b>Commissioner Jung</b> moved, seconded by <b>Councilperson Ratti</b>, that the meeting be adjourned.</p> <p><b><u>MOTION CARRIED</u></b> The meeting was adjourned at 2:23 p.m.</p>



KEVIN DICK  
DISTRICT HEALTH OFFICER



DAWN SPINOLA  
ADMINISTRATIVE SECRETARY/RECORDING SECRETARY

Approved by the Washoe County District Board of Health in session on February 27, 2014