

## Washoe County District Board of Health Meeting Minutes

Members

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

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

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

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1:00 p.m.

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

Chair Jung called the meeting to order at 1:03 p.m.

The following members and staff were present:

Members present: Kitty Jung, Chair  
Julia Ratti, Vice Chair (arrived at 1:09 p.m.)  
Mike Brown  
Dr. George Hess  
Dr. John Novak

Members absent: Oscar Delgado  
David Silverman

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

Staff present: Kevin Dick, District Health Officer, ODHO  
Leslie Admirand, Deputy District Attorney  
Steve Kutz, Director, CCHS  
Charlene Albee, Director, AQM  
Bob Sack, Director, EHS  
Christina Conti, Acting Director, EPHP  
Amber English, Sr. Environmental Health Specialist, EHS  
Dawn Spinola, Administrative Secretary/Recording Secretary, ODHO

**2. Pledge of Allegiance**

**Chief Charles Moore led the pledge to the flag.**

**3. Public Comment**

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

**4. Approval of Agenda**

August 25, 2016

**Dr. Hess moved to approve the agenda for the August 25, 2016, District Board of Health regular meeting. Mr. Brown seconded the motion which was approved four in favor and none against.**

**5. Approval of Draft Minutes**

July 28, 2016

**Dr. Novak moved to approve the minutes of the July 28, 2016 District Board of Health meeting as written. Dr. Hess seconded the motion which was approved four in favor and none against.**

**6. Recognitions**

**A. Years of Service**

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

Mr. Dick requested Mr. Petersen stand and be recognized and attendees congratulated him with a round of applause. He was presented with a commemorative certificate.

**B. Promotions**

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

Mr. Kelly was not in attendance.

**C. Retirements**

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

Mr. Whitesides was not in attendance.

**D. New Hires**

- i. Kimberly Graham, Administrative Assistant I, hired 8/1/16 – CCHS

Mr. Kutz introduced Ms. Graham, reviewed her experience and qualifications, and stated CCHS was happy to have her.

- ii. Maria Tokarz, Office Assistant III, hired 8/22/16 – EPHP

Ms. Conti introduced Ms. Tokarz, summarized her experience with the County and stated they were happy to have her.

**7. Consent Items**

Matters which the District Board of Health may consider in one motion. Any exceptions to the Consent Agenda must be stated prior to approval.

**A. Budget Amendments/Interlocal Agreements**

- i. Retroactive acceptance of Subgrant Amendment #1 from the State of Nevada Department of Health and Human Services, Division of Public & Behavioral Health for the period January 1, 2016 through December 31, 2016 in the total amount of \$129,628 (no required match) in support of the Community and Clinical Health Services Division Immunization Program IO 11319 and 10029 and authorize the District Health Officer to execute the Subgrant Amendment.

Staff Representative: Nancy Kerns-Cummins

- ii. Approval to modify pharmaceutical fees on the Community and Clinical Health Services fee schedule.

Staff Representative: Nancy Kerns-Cummins

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

**Mr. Brown moved to accept the Consent Agenda as presented. Dr. Novak seconded the motion which was approved five in favor and none against.**

Mr. Dick noted that the financial report that was just approved reflected the fact that the Health District had finished the previous fiscal year with revenue exceeding expenses by \$699,000.

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

Ms. English presented the staff report and a brief PowerPoint regarding the new food inspection and grading system. The PowerPoint is located at the end of the following meeting packet:

[https://www.washoecounty.us/health/board\\_committees/dboh/2016/files/082516\\_dboh\\_meeting\\_packet.pdf](https://www.washoecounty.us/health/board_committees/dboh/2016/files/082516_dboh_meeting_packet.pdf)

Chair Jung opened the public hearing.

**Dr. Novak moved to adopt the Amendments to the Regulations of the Washoe County**

**District Board of Health Governing Food Establishments. Dr. Hess seconded the motion which was approved five in favor and none against.**

Chair Jung congratulated Ms. English on her work and opined it would be simpler for the public and the vendors to take advantage of the safety provided by public health.

9. NALBOH Conference Report

Presented by: Dr. John Novak

Dr. Novak stated he had enjoyed representing the Board at the national level. The first day had consisted of an all-day National Association of Local Boards of Health (NALBOH) board meeting. SALBOH (State Association of Local Boards of Health) members met the second day to share ideas and information. Many states have numerous health boards, and they convene regularly on a state level.

Dr. Novak noted there had been extensive discussion about accreditation. More than 50 percent of the population is now covered by an accredited health board. The accreditation process may be modified to accommodate smaller boards.

Dr. Novak explained there were approximately 150 attendees at the conference. The speakers were all volunteers and provided valuable information. One of the presentations focused on the water problems in Flint, Michigan, and the fact it is anticipated other areas of the country will experience challenges with their water systems in the future. The same people will return to the conference next year to present proposed solutions.

Dr. Novak reported the NALBOH membership consisted of approximately 400 health boards, which is an increase of almost 100 over the last year. Teleconferences with the SALBOH members are held on a monthly basis. NALBOH is researching ways to more effectively communicate with their members. The NALBOH website provides access to articles and webinars.

Dr. Novak explained accreditation is being encouraged. The Centers for Disease Control (CDC) and other national organizations that provide grants have indicated accredited status would be favorable, allowing for a more streamlined grant application process.

Chair Jung stated they appreciated the report as well as his commitment and time.

10. Regional Emergency Medical Services Authority

Presented by Don Vonarx and Kevin Romero

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

Mr. Vonarx introduced the report and offered to answer any questions. Prior to the meeting, he requested Ms. Spinola distribute paper copies of an update on the implementation of the revised REMSA franchise response map to the Board members (Attachment A).

Mr. Brown asked if the transfers noted in the report were handled through 9-1-1 or the seven digit number for normal transfers, and if they were inter-facility. Mr. Vonarx confirmed they were inter-facility. Mr. Brown asked if they were included in the monthly calculations for compliance. Mr. Vonarx explained they were unless they originated within the franchise area and were transferred out of it.

Mr. Brown asked if most of the transfer calls were Intermediate Life Support (ILS) and Mr. Vonarx explained about 65 percent of them were. The call level was dictated by transferring facility so the rest are generally designated as Advanced Life Support (ALS) calls.

**Mr. Brown moved to accept the Compliance Report. Vice Chair Ratti seconded the motion.**

Dr. Novak referred to the Emergency Medical Services (EMS) status report, expressing concern with low scores for staff easing patient entry into the medical facility. Mr. Vonarx explained EMS staff are often confused with the hospital staff, the patients do not differentiate. He noted it was not uncommon for REMSA to receive complaints or hear concerns that are specific to the hospital. Dr. Novak asked if they would look into it and report back, as it did not follow their normal protocol.

**The motion was approved five in favor and none against.**

B. Operations Update for July 2016

Mr. Vonarx noted Dr. Novak had requested survey demographics information at the previous meeting, and reported that the queries of the surveys previously did not inquire about age or gender, but do now, so that information will be available.

Mr. Vonarx explained the transition to the new response zones was going very smoothly and REMSA does not anticipate a need to request any exemptions during the 60-day implementation period.

Mr. Romero reported that on July 4, REMSA implemented their first-ever ALS bike team in the downtown area. The team is currently going through the law enforcement bike team course. The goal is to provide quicker patient care in the downtown corridor. REMSA pre-planned and provided medical coverage for the Black Lives Matter march, and is working with the Gerlach Fire Department to assist with coverage for the influx of people attending Burning Man.

11. Discussion and Possible Adoption of Proposed Rules, Policies and Procedures (RPPs)

Staff Representative: Kevin Dick

Mr. Dick noted the item was a follow up to the discussion held at the previous meeting regarding making changes to the proposed RPPs. A section had been added which delegated non-officers of the Board to act as liaisons to the different divisions and programs. Also, the Order of Business had been altered to place the draft minutes of the previous meetings in the Consent area of the agenda for approval.

Dr. Hess expressed concern regarding placing the minutes in the Consent agenda, as that may preclude any discussion about items that required attention. Chair Jung explained any items in the Consent agenda may be pulled for separate discussion and vote. She thanked Dr. Hess for the time he spent in assisting staff in compiling the language.

**Dr. Novak moved to adopt the Rules, Policies and Procedures. Vice Chair Ratti seconded the motion which was approved five in favor and none against.**

12. Staff Reports and Program Updates

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

Ms. Albee noted she had met with the Associated General Contractors regarding the idling prevention program and the members had expressed support and invited her to speak at some of their safety meetings at the industry level to spread the word. She explained some of the new construction equipment coming into the County already has idle-reduction technology.

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

Program Report – Immunizations; Divisional Update – Data & Metrics; Program Reports

Mr. Kutz presented a video about the Wolf Pack Coaches Challenge and discussed efforts to expand it in the County.

Dr. Novak asked if Mr. Kutz knew what the national Human Papillomavirus (HPV) vaccination rate was. Mr. Kutz did not have the information but offered to locate it. Dr. Novak explained he was interested to know if the national and Washoe County rates were similar. Mr. Kutz opined they were.

Dr. Hess noted it was an immunization that families tend to ignore. Mr. Kutz explained some people were open to sharing the information and telling others, while some viewed the discussion negatively. CCHS encourages the vaccine and describes it as a cancer prevention method, as well as having other benefits.

Mr. Brown noted the media coverage of the increase in cost in epi-pens and asked if the Health District was being asked to assist. Mr. Kutz stated he had not been asked. Chair Jung pointed out that was not a service provided by the District. Mr. Kutz noted epi-pens were kept available for emergency situations.

C. Environmental Health Services, Bob Sack, Director

EHS Division and Program Updates - Food, Land Development, Vector-Borne Disease, Waste Management and EHS Inspections / Permits / Plan Review

Mr. Sack noted there had been a total of three pools that tested positive for West Nile Virus. Additionally, a number of bats had been tested positive for rabies. Press releases will go out to remind people about vaccinations, bat awareness and prevention methods.

Dr. Novak asked if the bats were concentrated in one area and Mr. Sack stated it was scattered throughout. He noted rabies-positive bats are found every summer. Dr. Hess pointed out they can be found throughout the state.

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

Program Updates for Communicable Disease, Public Health Preparedness, and Emergency Medical Services

Ms. Conti noted that an updated chart was being distributed to the Board and stated Dr. Lei Chen was available to answer questions. (Attachment B)

Vice Chair Ratti stated the City of Sparks had voted to move to Paramedic-level service in portions of the city. She reported that during that meeting she had commended the District Board of Health and EMS staff for providing valuable data about EMS services. She commended the City of Sparks staff for utilizing the data to make the data-driven decision. She noted it was a great team effort and thanked everybody involved.

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

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

Mr. Dick explained that on August 15, the go-live date for the Accela project had been delayed. An updated schedule will be discussed on August 29. The City of Reno expressed interest in proceeding separately, and that will also be a topic of discussion on August 29.

Mr. Dick reported that the Legislative Committee on Health Care had met on August 24 to discuss the 10 bill draft requests (BDRs) they would submit for the 2017 Legislative session. They had elected to not include fluoridation.

Mr. Dick met with Truckee Meadows Water Association (TMWA) to discuss the cost of implementation. Stantec has provided a proposal to develop cost estimates, and TMWA is willing to split the cost with the Health District if it is determined it should be pursued. Optimally, a member of the Legislature will bring the BDR forward.

Mr. Dick explained the Committee considered two BDRs for public health, scheduling presentations, inviting testimony and providing more consideration for public health matters than in past years. They will move forward with reinstating the height and weight measure in schools as a Legislative mandate. Additionally, they will submit a BDR to address vaping, to include vaping in the Nevada Clean Indoor Air Act, as well as to require child-resistant packaging for nicotine containers used with vape products, and to require labels on vapor and other alternative nicotine products to include ingredients, nicotine level and age restrictions. The original working documents had suggested a minimum age of 21 for nicotine products, but that portion of the proposal was not agreed on.

Mr. Dick noted he had met with the fire chiefs on August 18 to discuss the future direction of the EMS oversight program. There was opposition to moving forward with regional response standards at this time. EMS staff will be working together with the fire chiefs to develop an approach for the EMSAB to consider and potentially recommend to the DBOH. It will help develop a clearer picture and understanding of EMS performance and will address response times, patient outcomes, dispatch and prioritization of calls, and other associated topics.

Mr. Dick noted the data issues are still unresolved, as far as the data being provided to the EMS program for the analysis of EMS response. Staff will continue to work to try to resolve those issues and get the needed data. At this point staff is limited in the analysis that can be done for the FY16 annual data report and the FY17 first quarter data report.

Mr. Dick reminded the Board that he and Dr. Hess will be traveling to Las Vegas August 30-September 1 for the Governor's Summit on Prescription Drug Abuse. Chair Jung stated she looked forward to seeing the resources they would be bringing back.

13. Board Comment

None.

14. Public Comment

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

15. Adjournment

**Chair Jung adjourned the meeting at 2:04 p.m.**

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Respectfully submitted,



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



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Dawn Spinola, Administrative Secretary  
Recording Secretary

Approved by Board in session on \_\_\_\_\_, 2016.