

WASHOE COUNTY DISTRICT BOARD OF HEALTH MEETING MINUTES

Members

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

Thursday, June 25, 2015
1:00 p.m.

Washoe County Administration Complex
Health District South Conference Room
1001 East Ninth Street
Reno, NV

1. *Roll Call and Determination of Quorum

Acting Chair Chief Brown called the meeting to order at 1:00 p.m.

The following members and staff were present:

Members present: Chief Mike Brown, Acting Chair
Dr. John Novak
Julia Ratti, Vice Chair (via phone)
Neoma Jardon (via phone)

Members absent: Kitty Jung, Chair
Dr. George Hess
David Silverman

Staff present: Kevin Dick, District Health Officer, ODHO
Leslie Admirand, Deputy District Attorney
Anna Heenan, Administrative Health Services Officer, AHS
Steve Kutz, Division Director, CCHS
Bob Sack, Division Director, EHS
Christina Conti, EMS Program Manager, EPHP
Brittany Dayton, EMS Coordinator, EPHP
Phil Ulibarri, Public Information Officer, ODHO
Dawn Spinola, Administrative Secretary/Recording Secretary, ODHO

Ms. Spinola verified a quorum was present.

2. *Pledge of Allegiance

Dr. Novak led the pledge to the flag.

3. *Public Comment

Any person is invited to speak on any item on or off the agenda during this period. Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. Limited to three (3) minutes per person.

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

4. Approval of Agenda June 25, 2015

Dr. Novak moved to approve the agenda for the June 25, 2015, District Board of Health regular meeting. Councilmember Jardon seconded the motion which was approved four in favor and none against.

5. Approval of Draft Minutes May 28, 2015

Dr. Novak moved to approve the minutes of the May 28, 2015 District Board of Health regular meeting as written. Vice Chair Ratti seconded the motion which was approved four in favor and none against.

6. Recognitions

A. Years of Service

1. Mark Wickman, 10 years, hired 6/13/2005 – EHS

Mr. Wickman was not in attendance.

2. Maria Jimenez, 10 years, hired 6/30/2005 – CCHS

Mr. Dick congratulated Ms. Jimenez and presented her with a commemorative certificate.

3. Lisa Lottritz, 20 years, hired 6/26/1995 – CCHS

Mr. Dick congratulated Ms. Lottritz and presented her with a commemorative certificate.

4. Tony Macaluso, 25 years, hired 6/4/1990 – EHS

Mr. Dick congratulated Mr. Macaluso and presented him with a commemorative certificate.

B. New Hires

1. Stephen Shipman, - Public Health Emergency Response Coordinator, hired 6/15/15 – EPHP

Mr. Dick welcomed Mr. Shipman and reviewed his education and experience, which included prior employment with the Health District.

C. Retirements

1. Beverly Bayan, 10/16/2000 - 06/25/2015 – CCHS/WIC

Mr. Dick thanked Ms. Bayan for her service to the State and Health District Women, Infants and Children programs and presented her with a commemorative clock.

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

1. Approve Subgrant Amendment #1 from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health for the period January 1, 2015 through December 31, 2015 in the amount of \$224,570 for the Centers for Disease Control and Prevention (CDC) Immunization Program Grant (IOs 10028 & 10029); and if approved authorize the Chairman to execute.
Staff Representative: Patsy Buxton
2. Ratification of Interlocal Agreement between the Washoe County Health District and the Truckee Meadows Fire Protection District to provide storage and emergency operation activation of the VoiceStar CMS-T300 Series Portable Changeable Message Sign and Highway Advisory Radio equipment for the period July 1, 2015 through June 30, 2016 unless extended by the mutual agreement of the Parties; with automatic renewal for two successive one-year periods for a total of three years on the same terms unless either party gives the other written notice of nonrenewal at least 60 days prior to June 30 of each year; and if approved, authorize the Chair to execute.
Staff Representative: Patsy Buxton
3. Approve Notice of Subgrant Award from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health, for the period April 1, 2015 through March 31, 2017 in the total amount of \$374,953 in support of the Centers for Disease Control and Prevention (CDC) Epidemiology & Laboratory Capacity (ELC) – Ebola Supplement Federal Grant Program, IO 11242; Approve amendments totaling an increase of \$163,023 in both revenue and expense to the FY16 CDC ELC – Ebola Supplement Federal Grant Program, IO 11242; and if approved authorize the Chair to execute.
Staff Representative: Patsy Buxton
4. Approval of Notice of Subgrant Award from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health, Funds for a Healthy Nevada, for the period July 1, 2015 through June 30, 2017 in the total amount of \$201,977 in support of the Comprehensive Tobacco Prevention Program; Approval of amendments totaling a net increase of \$14,247 in both revenue and expenses to the adopted FY 14 Comprehensive Tobacco Prevention Program Grant budget, IO 11128; and if approved, authorize the Chair to execute.
Staff Representative: Patsy Buxton

Dr. Novak moved to approve the Consent Agenda as presented. Councilmember Jardon seconded the motion which was approved four in favor and none against.

8. Regional Emergency Medical Services Authority
Presented by Jim Gubbels

A. Review and Acceptance of the REMSA Operations Reports for May, 2015

Mr. Gubbels reported for the month Priority One compliance in Zone A was 92 percent. For Priority One Zones B, C and D, it was 98 percent. Year-to-date average for Priority One Zone A was 92 percent. For Priority One Zones B, C and D, it was 98 percent.

Average Priority One response time in minutes was 5:30 for Reno, 6:19 for Sparks and 9:58 for Washoe County. Average Priority Two response time in minutes was 6:21 for Reno, 7:27 for Sparks and 9:58 for Washoe County.

Year-to-date average for Priority One response was 5:19 for Reno, 6:02 for Sparks and 8:56 for Washoe County. Year-to-date average for Priority Two was 6:01 for Reno, 6:49 for Sparks and 9:24 for Washoe County.

Average bill for the month was \$1,080, bringing the year-to-date total to \$1,072.

There were fifteen time edits and four upgrades.

Dr. Novak moved to accept the report as presented. Vice Chair Ratti seconded the motion which was approved four in favor and none against.

*B. Update of REMSA's Community Activities during May, 2015

Mr. Gubbels noted there were various articles related to REMSAs activities that had been included in the Board packet. He announced Heidi Weiss, Supervisor, had been honored by the Sparks Elk Lodge as the Emergency Medical Services (EMS) Supervisor of the year.

Mr. Gubbels made special note of a letter that had been written to REMSA to thank them for their assistance with fulfilling a citizen's last wish.

Dr. Novak commended and thanked REMSA for having performed that act, as it was above and beyond the call of duty. Acting Chair Brown stated that anyone reading the letter would also echo that sentiment.

9. Presentation, discussion and possible approval of the Regional Emergency Medical Services Authority (REMSA) Compliance Checklist, which will be used to determine REMSA's Franchise compliance with the Amended and Restated Franchise Agreement for Ambulance Service

Staff Representative: Ms. Dayton

Ms. Dayton presented the staff report. She noted the checklist had been presented to the Board in May, and staff had been directed to include input from all of the local political jurisdictions and address measurable outcomes for Items 5.1.b., 5.2.d and 6.1.a.

Ms. Dayton noted that changes to the checklist had been made, affecting 5.1.b., 5.2.d., 5.2.e., 6.1.a., 6.1.b. and 6.1.e. She explained the item was being presented to request approval of those items, as the remaining items on the checklist had been approved in May.

Ms. Dayton noted she intended to add a date adopted in the footer of the approved document to avoid any confusion with multiple versions.

Ms. Dayton clarified that the language for 5.1.b., 5.2.d., 5.2.e., 6.1.a. and 6.1.b. had been

changed to include the suggested additions. They now included timelines and a checklist so that measurable outcomes could be established and tracked.

Dr. Novak noted he did not see any dates. Ms. Dayton explained the direction that was provided to staff was to have Mr. Dick work with the Emergency Medical Services Advisory Board (EMSAB), to include the measurable dates into the strategic plan, which is a requirement of the EMS Interlocal Agreement (ILA). Once that plan was developed, the dates will be established and the checklist will be brought back to the District Board of Health (DBOH) for approval.

Dr. Novak opined the current document still had pending work to be completed and asked if there was a way to reflect it needed to be revisited. Mr. Dick explained staff has had discussions with Chief Garrison of Sparks Fire about including the provisions in the checklist as they stand, with the understanding that there will be a subcommittee working on the strategic plan. There will be expedited activity around the communications elements which will result in agreement on the timelines. At that point the information could be provided to the DBOH. Mr. Dick went on to explain the checklist in its current form was considered sound for use for REMSA's compliance for the current fiscal year (FY) which would be over at the end of June.

Dr. Novak asked if there was an estimate as to how long it would take the subcommittee and EMSAB to provide dates. He reiterated the importance of revisiting the document to be sure it was complete. Mr. Dick opined the EMSAB members and the EMS community agreed with that. He stated the next EMSAB meeting was scheduled for October, so that would be the earliest that something could come to DBOH.

Councilmember Jardon asked if there might be an opportunity to expedite the timeline. Ms. Conti explained the subcommittee would meet prior to the next EMSAB to establish the mission, vision and short-term goals of the strategic plan, so a draft could be heard by EMSAB in October.

Mr. Gubbels clarified REMSA, under the reinstated franchise agreement, had committed to establish the CAD-to-CAD linkage, but it could not occur until the Reno/Washoe Public-Safety Answering Point (PSAP) is ready for the linkage, and they are currently working on upgrades. Sparks is also working on an upgrade. He emphasized that REMSA was prepared, but the connection would not occur until the other PSAPs were ready.

Dr. Novak moved to accept the checklist as the criteria for the franchise. Vice Chair Ratti seconded the motion.

Vice Chair Ratti clarified that the Board was approving the current checklist for the period July 1, 2014 through June 30, 2015 and the next period would be represented by an updated checklist which the Board will review separately.

The motion was approved four in favor and none against.

10. Presentation, discussion and possible approval of Fire EMS training framework
Staff Representative: Ms. Dayton

Ms. Dayton explained the EMSAB had approved a recommendation for REMSA to offer quarterly fire EMS training, as stated in the Amended and Restated Franchise Agreement for Ambulance Service. Specifically what had been approved were simulation trainings with response to real-world EMS calls, focusing on the types of calls that do not occur as often in

the area, such as drowning, MCI triage, hyperthermia, long bone fractures and full cardiac arrests. The trainings will begin upon DBOH approval of the framework.

Acting Chair Brown opined it was helpful for responders to receive training on less-common occurrences.

Ms. Dayton noted that REMSA does provide Continuing Education Units (CEUs) for all first responders, so they would be in compliance for that section of the franchise agreement (FA) for the current fiscal year, regardless of the fact that training concerning this section of the FA had not yet been approved by the DBOH.

Dr. Novak moved to accept the EMS training framework. Vice Chair Ratti seconded the motion which was approved four in favor and none against.

*11. Regional Emergency Medical Services Advisory Board June Meeting Summary
Staff Representative: Ms. Conti

Ms. Conti presented her staff report. She noted the plan to develop a new response zone map had been approved, the Quarter 3 data report was approved for distribution, the fire training framework was recommended to be presented to DBOH for approval, the strategic planning committee was formed and issues surrounding the Omega protocols were requested to be addressed, so that proposed process had not gone forward.

12. Acknowledge receipt of the Health District Fund Financial Review for May Fiscal Year 2015
Staff Representative: Ms. Heenan

Ms. Heenan reviewed her report, pointing out there had been savings in some areas which would carry into the next fiscal year.

Dr. Novak moved to accept the report as presented. Councilmember Jardon seconded the motion which was approved four in favor and none against.

13. Presentation, Discussion and Possible Acceptance of the final 2015 Nevada Legislative Session Report and Discussion and direction to staff regarding legislation or legislative issues as may be deemed by the Chair or the Board to be of critical significance to Washoe County Health District
Staff Representative: Mr. Dick

Mr. Dick provided a summary of the bills that had passed that the District had been actively involved in or which were of significance to health districts.. They included smog check, rapid HIV testing, permitting and licensing through the Secretary of State portal, canning of acidified foods, opioid overdose prevention and good Samaritan policies, cigarette tax, stroke registry, breast feeding and physical activities in child care facilities, community Paramedicine services, chronic disease, e-cigarettes, cancer registry, changes to Health District composition in counties with a population greater than 700,000, and regulation of community health worker pools. He noted that the Clean Indoor Act amendments involving restrictions on e-cigarettes had not passed..

Mr. Dick commended all staff that had been involved in the process.

Dr. Novak moved to accept the report. Vice Chair Ratti seconded the motion which was approved four in favor and none against.

*14. Staff Reports and Program Updates

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

Ms. Albee presented a video summarizing Bike Week activities. She noted other divisions participate in Bike Week activities, supporting the overall healthy community mission.

- B. Community and Clinical Health Services, Steve Kutz, Director
Divisional Update, Program Reports

Mr. Kutz stated he had nothing further to add but would be happy to answer questions.

- C. Environmental Health Services, Bob Sack, Director
EHS Division Update, Program Updates - Food, IBD, Land Development, Vector-Borne Disease, Waste Management, and EHS Inspections/Permits/Plan Review

Mr. Sack stated the food regulations passed by the Board in May were approved by the State Board of Health and were officially in effect as of June 15. Staff has developed short-term and long-term priorities for implementation. Mr. Sack provided an overview of the activities that would support implementation of three of the major changes to the regulations.

Dr. Novak asked about current mosquito-control efforts. Mr. Sack explained there had been two applications in the spring and there was currently an active mosquito population. Surveillance has not shown any disease-bearing insects to date. The next targeted pesticide application is scheduled for early July. Flea activity is normal.

- D. Epidemiology and Public Health Preparedness, Dr. Randall Todd, Director
Program Updates for Communicable Disease, Public Health Preparedness, and Emergency Medical Services

Mr. Dick offered to answer any questions on behalf of Dr. Todd. Ms. Conti stated she had nothing further to add but was happy to answer any questions about the EMS program.

- E. Office of the District Health Officer, Kevin Dick, District Health Officer
District Health Officer Report – Legislature, Community Health Improvement Plan (CHIP), Truckee Meadows Healthy Communities (TMHC), Emergency Medical Services, Fundamental Review, Other Events and Activities and Health District Media Contacts

Mr. Dick provided an update on the CHIP. The Steering Committee had met to pare down the list of needs to a more manageable number that could be accommodated within their intended scope. Eight had been identified and the goal was three to five, so those would be selected at the next meeting. He presented infographics that had been developed to summarize each of the basic needs identified within the community. The final versions will be used in various forms in different settings to communicate the message about health needs in Washoe County.

Mr. Dick explained TMHC activities were proceeding. On July 22, there will be a Family Health Festival focused on the 89502 area, providing services, information and entertainment. It is the first of an intended series of events.

Mr. Dick noted that he, Chair Jung and Mr. Ulibarri had met with the Reno-Gazette Journal (RGJ Board) Editorial Board and they had expressed interest in the various initiatives being pursued by the Health District. Renown has also met with the RGJ Board and presented some of the same objectives and an explanation of the work they are doing in conjunction with the Health District.

Mr. Dick introduced the new brochure developed for the District, along with the 2014 Annual Report.

Dr. Novak asked if there might be a way for the RGJ Board to use the information or help in publicizing the annual report. Mr. Dick requested Mr. Ulibarri provide links to the documents and a press release to the RGJ.

*15. Board Comment

Limited to announcements or issues for future agendas.

Acting Chair Brown thanked Vice Chair Ratti and Councilmember Jardon for phoning in so that the meeting could proceed.

Dr. Novak commended the EMS staff for the amount and quality of work that had gone into the compilation of the Quarter 3 Report.

16. Emergency Items

None.

*17. Public Comment

Any person is invited to speak on any item on or off the agenda during this period. Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. Limited to three (3) minutes per person.

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

18. Adjournment

At 2:05 p.m., Dr. Novak moved to adjourn. Vice Chair Ratti seconded the motion which was approved four in favor and none against.

Respectfully submitted,



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



Dawn Spinola, Administrative Secretary
Recording Secretary

Approved by Board in session on July 23, 2015.