

## 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, November 19, 2015  
1:00 p.m.

Washoe County Administration Complex  
Health District South Conference Room  
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 1:00 p.m.

The following members and staff were present:

Members present: Kitty Jung, Chair  
Julia Ratti, Vice Chair (arrived at 1:32 p.m.)  
Dr. George Hess  
Dr. John Novak  
Mike Brown (attended 1:00 p.m. - 1:34 p.m. via telephone)

Members absent: David Silverman  
Neoma Jardon

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

Chair Jung announced the item regarding the Business Impact Statements for proposed fees would not be opened until Councilmember Ratti arrived

Staff present: Kevin Dick, District Health Officer, ODHO  
Leslie Admirand, Deputy District Attorney  
Anna Heenan, Administrative Health Services Officer, AHS  
Charlene Albee, Division Director, AQM  
Steve Kutz, Division Director, CCHS  
Randall Todd, Division Director, EPHP  
Bob Sack, Division Director, EHS  
Christina Conti, EMS Program Manager, EPHP  
Erin Dixon, Fiscal Compliance Officer, AHS  
Dawn Spinola, Administrative Secretary/Recording Secretary, ODHO

2. \*Pledge of Allegiance

**Audience member J.P. Pinocchio 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

November 19, 2015

**Dr. Hess moved to approve the agenda for the November 19, 2015, District Board of Health regular meeting. Dr. Novak seconded the motion which was approved four in favor and none against.**

5. Approval of Draft Minutes

October 22, 2015

**Dr. Novak moved to approve the minutes of the October 22, 2015 District Board of Health regular meeting as written. Dr. Hess seconded the motion which was approved four in favor and none against.**

6. Recognitions

A. Years of Service

1. Heather Holmstadt, 5 years, 11/8/10 through 11/8/15 – EPHP

Ms. Holmstadt was not in attendance.

B. Retirements

1. Rebecca Koster, 15 years, 1/10/00 through 11/30/15 – CCHS

Mr. Dick thanked Ms. Koster for her service and presented her with a commemorative clock.

Mr. Dick recognized the four Public Health Associates currently working with the Health District to gain experience and assist staff. He introduced Julie Baskin, Pita Gomez, Rudy Perez, and Tai Osunlalu.

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. Approval of Notice of Subgrant Award from the Division of Public and Behavioral Health in the total amount of \$647,090 (with \$64,709 or 10% match) for the budget period July 1, 2015 through June 30, 2016 in support of the Centers for Disease Control and Prevention (CDC) Public Health Preparedness Program; and if approved authorize the Chair to execute.

Staff Representative: Erin Dixon

2. Approve Notice of Subgrant Award for the period August 1, 2015 through July 31, 2016 in the total amount of \$148,000 in support of the Centers for Disease Control and Prevention (CDC) Epidemiology and Laboratory Capacity (ELC) Program – Building and Strengthening Epidemiology, Laboratory and Health Information System; Approve amendments totaling an increase of \$2,815 in both revenue and expense to the FY16 CDC ELC Grant Program, IO 10984; and if approved authorize the Chair to execute.

Staff Representative: Erin Dixon

3. Approve the abolishment of one vacant Permanent Part-time (.55FTE) Benefitted Advanced Practitioner of Nursing position (PC# 70002192); Approve Notice of Grant Award dated September 3, 2015 from the Department of Health and Human Services Public Health Service for the period June 30, 2015 through June 30, 2016 in the amount of \$938,780 (\$799,800 federal share and \$138,980 non-federal share) in support of the Family Planning Program Grant (IO-10025).

Staff Representative: Patsy Buxton

B. Air Quality Management Cases

Staff Representative: Charlene Albee

1. Recommendation of Cases Appealed to the Air Pollution Control Hearing Board:

- a. Loverde Builders Case No. 1176, Notice of Violation No. 5464 to Uphold the Recommendation of the Hearing Board to Dismiss the Citation

C. Review, approve and adopt the proposed Washoe County Health District Employee Policy Manual updates for Fiscal Year 16

Staff Representative: Laurie Griffey

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

8. PUBLIC HEARING: Proposed approval and adoption of a revision to the Health District Fee Schedule, specific to the addition of the Regional Technology Fee for Air Quality Management and Environmental Health Services, collection to commence once the Accela Regional License & Permit platform is available for public use.

Staff Representative: Charlene Albee

Chair Jung opened the public hearing. She noted she had viewed Ms. Albee's interview on Nevada Newsmakers and congratulated her on her performance.

Ms. Albee presented the staff report. She stated the proposed fee would be four percent of the price of a license and/or permit and the funds will support the new software system. The system itself has a built-in annual review, to assure that the costs being recovered are not in excess of actual costs. As the capital expenditures are recovered, the fees will be reduced proportionately.

Ms. Albee noted the Business Impact Statement had been presented to the Board in October, and since then, a letter of comment had been received from The Chamber. Chamber Representative Tray Abney had written that they were in support of the fee as it will help to provide a service that local businesses have been requesting for some time, which was to have access to more online services. The Chamber requested the fee not be charged until the system goes live. Ms. Albee explained that was built into the system, so the fees could not be collected until then. The Chamber also requested an annual review, which had been addressed earlier.

Mr. Dick noted the Chamber had requested their letter be submitted for the record and each of the Board members had received a copy.

Dr. Novak asked Ms. Albee to remind him what the total implementation fees were. She explained that Washoe County Tech Services paid for the initial capital investment. The Health District's first year annual subscription fee was \$58,081.

Chair Jung called for public comment and received no response.

**Dr. Novak moved to approve and adopt the revision to the Health District fee schedule**

**for regional technology fees. Dr Hess seconded the motion.**

Cheryl Huett asked if the technology fee affected the fees that were to be discussed in the next item. Chair Jung stated she would clarify during the discussion portion of the deliberation.

Chair Jung explained the fee was completely different than the one to be discussed in the next meeting item. Dr. Hess opined the fees that would be heard next month would have a four percent technology fee added to them. Chair Jung noted he was correct.

Chair Jung closed the public hearing.

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

Chair Jung reiterated Item 9 would not be heard until Councilwoman Ratti arrived, and her estimated time of arrival was 1:30 p.m.

10. \*Regional Emergency Medical Services Authority Presentation:  
Community Health Programs Preliminary Outcomes  
Representative: Brenda Staffan

Ms. Staffan presented the information to the Board along with a handout that provided a broader overview. She stated citizens from three zip codes in the area utilized the system most often.

Dr. Novak noted REMSA had one more year on the initial grant and asked if it was renewable. Ms. Staffan stated it was not. The goal at the outset was to make the program sustainable, so they would be working with the payers to achieve that.

Chair Jung asked if the grant covered the County or the State. Ms. Staffan stated the grant was intended to cover Washoe County, and there had been a successful campaign to get the word out about the Nurse Health Line. Calls were being received from all of the rural counties in Northern Nevada, and have started to come in from Southern Nevada. Ms. Staffan opined it was a testament to how important the service was.

Chair Jung asked if one of the three zip codes noted earlier was 89502, corresponding with the Community Health Improvement project, and Ms. Staffan stated it was. She listed the five zip codes that utilized that service the most often and noted 89502 was one area that had been targeted during initial outreach.

Chair Jung noted Ms. Staffan had explained the money saved would be reinvested in the program to keep it sustainable, and asked how much it would cost and where it would come from. Ms. Staffan explained that savings are generated by helping patients access care in a more efficient way. The healthcare insurers are the ones who save, with Medicaid saving the most. REMSA is working with Medicaid to reinvest the savings so the programs can continue.

Ms. Staffan noted the primary care capacity in the community was expanding and that will help to generate more savings.

Chair Jung noted the standard REMSA report would not be heard due to the compressed meeting time frame caused by the holidays. They would resume next month.

11. Acknowledge receipt of the Health District Fund Financial Review for October Fiscal Year 2016  
Staff Representative: Anna Heenan

Ms. Heenan presented the staff report. She stated revenues were up and expenses were also up due to payouts to employees agreed to during labor negotiations and to the first payment for

the maintenance fee of the new Accela software system. If those had not occurred, expenditures would be down, as efforts have been made to be conservative.

Dr. Hess asked if the amount coming from the General Fund was variable. Ms. Heenan explained the full amount was established in the County budget and cannot be taken away for that fiscal year. It can be negotiated for the following year. Dr. Hess asked Ms. Heenan if she anticipated the number would be approximately the same for the next fiscal year. She explained it depended on the subsidy for the costs for the services shared with the County. It was anticipated the Health District would be encouraged to find a way to cover those costs to eventually move away from the subsidy.

[Vice Chair Ratti arrived at 1:32 p.m.]

Chair Jung noted that Vice Chair Ratti had arrived and requested Chief Brown remain on the line through the vote to acknowledge receipt of the report. She expressed the Board's gratitude that he could call in and assist in allowing the meeting to progress.

[Chief Brown disconnected the call at 1:34 p.m.]

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

9. Review, discussion and approval of Business Impact Statements regarding Washoe County Health District Air Quality Management and Environmental Health Proposed Fees, with a finding that the proposed Air Quality Management and Environmental Health fees do not impose a direct and significant economic burden on a business, and do not directly restrict the formation, operation or expansion of a business; and set a public hearing for possible adoption of Proposed Fees for December 17, 2015 at 1:00 pm.

Staff Representative: Erin Dixon

Chair Jung reminded the Board that the intent of the item was to evaluate the Business Impact Statements (BIS) for the proposed fees, it was not the time to discuss adoption, amendment or phasing of the fees, as that will occur at the December meeting. She explained to the audience their comments were welcome at both meetings.

Ms. Dixon presented the staff report. She noted additional comments had been received and distributed to the Board members for review. Fee compilation methodology had expanded to include not only staff time, but also operating expenses and indirect costs. It did not include cost recovery for activities and supplies considered necessary for public health outreach and safety not tied to a specific permit type. She went on to provide a listing of changes that had been made to some specific fees.

Ms. Dixon explained that extensive public notice had been provided, to include 5,154 postcards, two public workshops and individual meetings with business groups had been held, and the topic had been covered through various media outlets a total of 28 times. Community feedback included the challenge to business with increases at this time as multiple agencies were raising fees, expectation that the General Fund continue to support the permitting process, and that overall the changes made sense, but were still unwelcome.

J.P. Pinocchio expressed concern regarding the amount the fees were being raised. He acknowledged the importance of the role of the Health District in the community. He pointed out the Special Event permit fees would be increasing by 180 percent. He did not feel that was competitive with other jurisdictions, and noted that in some cases that was partly due to different practices for the same service. He opined special events were important to the community.

Roberta Hudson stated she supported everything Mr. Pinocchio said, and listed the different types of permits her business was required to obtain from the County. She opined there were areas of potential revenue that were being missed, such as a Cottage Food booth passing out samples with no permit. She noted Vendors were not required to post health permits in view of the public when at special events, and suggested that should be implemented to make inspections easier for staff. She also suggested color coding the permits.

Fausta Apambire stated she supported the comments of the previous speakers. She opined the increase would cause some businesses to have to close, defeating the purpose of increasing the fees in the first place. She noted she was unclear as to how the Health District was able to operate previously with the lower fee percentages and why the fees were suddenly being substantially increased. She urged a reduction in the level of increase for the sake of benefitting the businesses and ultimately the Health District.

Kathleen Cooke opined the noticing methodology was not effective, and suggested that none of the childcare facility owners were aware that the topic was being addressed and heard by the Board. She noted the fee increases would impact the parents of the children who utilized the facilities. She understood the need to raise fees and stated she hoped there could be a compromise. She pointed out other fees were increasing as well, adding pressure to the business owners.

Lea Tauchen, Retail Association of Nevada, explained they were a statewide trade association representing many different types of businesses in Washoe County, so they appreciate the uniform cost methodology used for analysis. She stated they appreciate the outreach efforts made. The Association is concerned that the increases are significant and businesses are still recovering from the recession. She reiterated there was a substantial list of fees that were increasing, which have to be absorbed or passed along.

Brian Reeder, Nevada Chapter Associated General Contractors (AGC), stated they represented more than 250 members throughout the local construction industry. They also appreciate the methodology and outreach efforts, but feel the timing is bad because of the other tax increases. He noted the new fees would increase the cost of construction. He requested they be implemented in annual increments.

Teri Bath reiterated Washoe County was a special events community and the fees would hurt the events and vendors, particularly the smaller businesses. She also reiterated that the Cottage Food vendors do not obtain the proper permits, which hurts the vendors who do.

Cheryl Huett stated she agreed with most of what had been said. She opined the consumers were not aware of the increases, which they would ultimately pay for. She suggested the fees be tiered in over several years.

Jay Rathmann opined that if the increases were levied all at once, it would be hard on businesses, particularly with the other increases that were occurring. He did not understand why it was happening so abruptly and the increases were so steep in some areas.

Chair Jung closed the public hearing.

Dr. Hess noted a comment made regarding the dust control fee being on a per acre per hour basis. He stated he agreed with approximately 90% of what had been said by the speakers. He asked if the fee was correct and requested an explanation of how it had been set at \$120 per acre. He opined the fees for a 10-acre parcel should not be 10 times as much as the fees for a one-acre parcel.

Ms. Albee explained it was a per-acre charge and covered 18 months. She pointed out a one-acre parcel had a much smaller potential for emissions in the form of dust than a 100-acre parcel. Depending on conditions, the inspectors will need to conduct more routine surveys and respond to more complaints. The per-acre fee is based on the number of hours inspectors typically spend monitoring the project. Dr. Hess asked if the costs could be documented. Ms. Albee noted a recent enforcement case on a 300-acre parcel resulting in a \$10,000 fine due to the hundreds of hours of staff time required to address it. She stated all inspections were documented. Dr. Hess requested an email showing the fee breakout. He opined that even if that level of oversight did cost the County that amount of money, it was necessary to review the impact on the businesses and potentially consider lowering the proposed amount.

Chair Jung asked if the fees charged by the surrounding counties had been used for comparison purposes. Ms. Dixon stated they had. She had looked at Carson City, Las Vegas, Sacramento and Boise. In some cases Washoe County was higher, in some cases, lower. Chair Jung requested that be included in the next staff report so it was a part of public record.

Chair Jung asked if the inspectors were proactive in terms of making sure all vendors who require permits have them. Mr. Sack explained staff is authorized and directed to address unpermitted activity. That typically involves shutting down the offender. He further explained that Cottage foods are exempted from the requirement for sampling permits by the State. Cottage food is defined as low risk, is allowed to be made in the home and allowed to be directly marketed.

[Dr. Hess left the meeting at 2:07 p.m.]

Chair Jung asked Mr. Sack if there was a reason the vendors were not required to publicly display their permits.

Deputy District Attorney (DDA) Admirand requested the meeting be stopped until Dr. Hess's return.

[Dr. Hess returned to the meeting at 2:09 p.m.]

Chair Jung repeated her question to Mr. Sack regarding if there was a reason the vendors were not required to publicly display their permits, in a color-coded fashion. Mr. Sack stated it just had never been done. The inspectors are aware of who does and does not have permits. Vice Chair Ratti asked if that could be done administratively or if it would require a change to ordinance. Mr. Sack suggested it could possibly be done either way.

Chair Jung asked Ms. Dixon how businesses had been notified of the policy and process that had been going on since well before 2012. Ms. Dixon reiterated that 5,154 postcards had gone out with few returned, there had been three postings in the Reno Gazette-Journal, a press release had gone out, it was posted on the Health District website and she was aware that the inspectors were talking to their permit holders. Additionally, staff had conducted meetings with different business groups.

Vice Chair Ratti noted that it had been implied that Washoe County's process may be more rigorous than that of other jurisdictions. She asked if the comparisons had included processes, or just fees. Ms. Dixon stated she had only compared fees. Vice Chair Ratti requested some processes be compared and the information provided to the Board so that they could possibly make adjustments if it was decided there was an overabundance of effort. She clarified she was mostly interested in the special events.

Dr. Hess asked if the fees affecting the contractors had also been compared, in particular, the

ones that had increased substantially. He requested Ms. Dixon compare septic, demolition and construction costs. Dr. Hess went on to opine the fees would have a strong impact on some businesses in the area.

Vice Chair Ratti stated the Board always owes the public an explanation.

Chair Jung noted The Chamber had requested their letter be acknowledged and be put in the record. Mr. Dick stated the letter noted The Chamber grudgingly understood the need for some increases, but urged consideration of several factors. They state there must be a phased-in approach, annual permits should be reviewed to determine if renewals require less work, the fees and services should be continually evaluated to ensure core functions are being performed efficiently and effectively, and to be aware that other costs are being imposed on businesses.

Vice Chair Ratti addressed the testimony regarding the public notice process. She stated she was sympathetic to the fact that not all people read the paper or watch the news, but the reality was that in a multi-media world, there is no way to communicate with everyone. She suggested membership in trade associations, as they are a good source of information.

Vice Chair Ratti went on to explain the increases. She stated she had been on the Board for seven years and fees are discussed every year. During the recession, the business community requested the Board not raise fees, in spite of the fact the costs to the District were increasing. The District had replied that would mean a significant increase in the future, because it would be necessary to catch up, and that time is now.

Vice Chair Ratti indicated she was sympathetic to their situation, because everything they were saying was true. She stated she did not know how to address the difficulty they faced, because it was the Board's job to balance the budget of the Health District and protect public health. Additionally, the Board has no control over other types of income, but they can manage expenses. There have been significant reductions in staff, as well as employees who have given back a portion of their salaries. She opined the Board had done the best job possible managing expenses. The only option they had left for balancing the budget was to raise fees, which had not been done for seven years.

Vice Chair Ratti stated she appreciated the public testimony, as it had provided interesting ideas about how to address the topic. She encouraged participation at the next meeting as that was when deliberation would take place, and options to reduce impact may be discussed.

Vice Chair Ratti noted the reason other expenses were going up at the same time was because most of the jurisdictions had made the same decision as the Health District, which was not to raise fees during the recession. The increases could not be held off any longer. She reiterated it was the Board's job to make sure the District has the income it needs to be able to protect public health.

Vice Chair Ratti noted the Board was approving the BIS so that next month they could decide how to implement the fees in the way that was least impactful for the community.

**Vice Chair Ratti moved to improve the Business Impact Statements regarding Washoe County Health District Air Quality Management and Environmental Health proposed fees with the finding that the proposed Air Quality Management and Environmental Health fees do not impose a direct and significant economic burden on a business and do not directly restrict the formation, operation or expansion of a business, and set a public hearing for the possible adoption of the proposed fees for December 17, 2015, at 1:00 p.m. Dr. Novak seconded the motion.**

Dr. Hess opined that in some cases the fees did impose a significant economic impact on a business and asked if it could be worded in any other way so that the hearing could proceed. He stated he must vote against the motion as it had been worded.

DDA Admirand stated the law requires the Board consider the BIS. She suggested that if the Vice Chair would like to amend the motion, it could be changed from approval to acknowledgement.

Vice Chair Ratti stated she was striking her motion and starting over, and asked if the seconder agreed. Dr. Novak stated he agreed.

**Vice Chair Ratti moved that the Board had heard and acknowledged the BIS and would like to set a public hearing for December 17, 2015 at 1:00 p.m. to consider the fees. Dr. Novak seconded the motion which passed four in favor and none against.**

Chair Jung invited the members of the audience to contact her directly and provided her cell phone number.

12. Presentation, discussion and possible approval for the authority to be delegated to the Chair to make the decision and cast the vote for any NALBOH elections on behalf of the District Board of Health

Staff Representative: Kevin Dick

Mr. Dick explained the item was being presented so that the process could be streamlined by not requiring the vote to be heard at a meeting.

Dr. Novak asked if the proposed process would allow Board feedback to the Chair regarding the selection of candidates. Mr. Dick opined that could be accomplished through a motion.

Vice Chair Ratti noted collection of feedback via email was a violation of the Open Meeting Law. She pointed out that the problem that had occurred with the last vote was that the time period was not aligned with a Board meeting. Dr. Novak indicated he understood the meaning for the request and was comfortable with it.

**Dr. Novak moved to approve providing the authority to the Chair to cast the vote for the NALBOH elections on behalf of the Board. Vice Chair Ratti seconded the motion which was approved four in favor and none against.**

13. Review and Approval of the District Health Officer's Annual Performance Evaluation Results and Possible Approval of a 5% Wage Increase, retroactive to his annual evaluation date of October 24, 2015

Presented by Kitty Jung

Chair Jung apologized for not being present when the item was presented at the October meeting. She requested confirmation that the Board had agreed that Mr. Dick's performance had been more than satisfactory, and the members acknowledged that was correct.

Chair Jung opined they may have been unclear as to what the wage increase represented, and if it was in line with the way the rest of the County does business regarding department heads that are evaluated by an appointing authority.

Chair Jung explained all employees had received a three percent cost of living (COLA) raise and how that had come about. On a separate matter, an authority conducting a performance evaluation has the option to provide between a zero and five percent merit increase to reward an employee for performance. She opined Mr. Dick had accomplished much and she was completely comfortable with providing him with the five percent merit increase.

Vice Chair Ratti explained one question that had come up in October had to do with how the merit system worked and that it was capped once an employee reached the upper limit of the pay range for that job. After that the only raise would come from COLA. Chair Jung stated that was correct. Vice Chair Ratti went on to opine that since the District Health Officer was relatively new to the position, he had started at the bottom of the pay range and was working his way up towards a more reasonable, market-based level salary.

Dr. Novak noted part of the issue had been that the COLA and merit added up to eight percent, which was confusing to some.

**Vice Chair Ratti moved to approve the five percent merit wage increase retroactive to the annual evaluation date of October 24, 2015. Dr. Novak 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  
Program Update, Divisional Update, Program Reports

Ms. Albee explained to the Board that the Regional Administrator of the Environmental Protection Agency in San Francisco Region 9 had signed the approval of the Air Quality Management Redesignation for the PM10 national ambient air quality standard. This recognizes that Washoe County has attained the health standard and now has a maintenance plan to operate under. This is the first time since the standard was adopted in 1987 that the County has been able to demonstrate compliance with the standard, and they also recognized it is the first time the entire State of Nevada is now attaining all of the ambient air quality standards. The focus would now move more towards ozone.

Vice Chair Ratti noted a discussion that had been held regarding improving ongoing communication and relations with the other jurisdictions and opined this was a good opportunity for the District to share good news with them. The economic development consequences of poor air quality are not widely known, so sharing positive information buffers the difficulty when it is necessary to occasionally discuss challenges. Ms. Albee agreed and stated she would pursue the opportunity with each of the jurisdictions.

Dr. Novak asked if the information had been distributed to the media. Ms. Albee replied that it had not yet as it had only been recently received, but it had been sent to Mr. Ulibarri for distribution. Dr. Novak supported Vice Chair Ratti's statements regarding distribution of good news and commended Ms. Albee and her staff for their efforts regarding the reduction in the numbers of woodstoves.

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

Mr. Kutz thanked Chair Jung and Mr. Dick for taking the time to recognize the Public Health Associates, and noted the program was beneficial for both them and the District.

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

Mr. Sack explained the division was in the process of hosting a statewide strategic planning session with the other environmental health agencies, led by the FDA. The goal was to learn to consistently implement the food program standards.

Dr. Novak noted the staff report had stated vending machines had previously been exempt from inspection. Mr. Sack explained that the nature of food that was dispensed from the machines had changed over the years and staff would start looking at the ones that contained high-risk food.

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

Dr. Todd explained the Norovirus outbreak was still occurring. The number of schools with ongoing outbreaks has been reduced to four. Staff will meet with the school district to discuss prevention of repeat occurrences. The duration of this outbreak was substantially longer than others.

Dr. Todd noted the E-coli outbreak was unrelated to the Chipotle incidents. Washoe County had 21 confirmed and probable cases. 18 had eaten at one restaurant and two children have developed complications and are being treated at UC Davis.

Dr. Hess asked if it had been determined that the restaurant was the source of the outbreak. Dr. Todd explained the restaurant had voluntarily closed and discussed aspects of the investigation.

Dr. Novak asked when the District had been notified of the most recent case and Dr. Todd stated it was approximately two days previously. He noted the incubation period defined a narrow timeframe that had occurred before the restaurant decided to close.

Vice Chair Ratti stated her understanding was that the restaurant not only closed, but was continuing to pay their employees during that time. She opined they were being incredibly responsible.

Mr. Sack stated the restaurant had been extremely cooperative and he reviewed some of the investigative steps being taken.

Dr. Todd explained how an in-depth investigation such as this one could take up a substantial amount of staff time and reviewed some of the steps taken.

Dr. Todd referred to an addendum being distributed which contained additional information about the Emergency Medical Services Advisory Board (EMSAB) meeting of October 23, 2015, and noted staff would be happy to answer questions.

E. Office of the District Health Officer, Kevin Dick, District Health Officer  
Community Health Improvement Plan, Truckee Meadows Healthy Communities,  
HeartSafe Communities, Health District Interlocal Agreement, Other Events and  
Activities and Health District Media Contacts

Mr. Dick noted the Board had requested he meet with City and County managers about the 15-day termination clause contained within the Interlocal Agreement establishing the Health District. He stated they did not feel it was a priority at this time to work with their governing bodies to make any changes to the agreement.

Mr. Dick stated he had met with Chief Brown and Ms. Conti regarding the HeartSafe Community Initiative and had sent invitations to law enforcement and EMS agencies to join together with the District to work on the initiative.

Mr. Dick thanked Chair Jung for encouraging him to accept the District Health Officer position and stated it was his privilege to serve the Board and the community.

15. \*Board Comment

Vice Chair Ratti announced the City of Sparks had passed some Urban Agriculture ordinances. It was good news as that was in alignment with the food plan.

Vice Chair Ratti stated she had received her flu shot at a Chicago airport through a public health program. She opined it was a great program and noted that Immunize Nevada may look at it.

Chair Jung noted she had received a copy of the cancelled check from Debbie Leonard showing that the amount of the fine that had originally been proposed for Woodside Village had been donated to the school district as promised.

Chair Jung requested a staff report to address why public display of color-coded permits is not required at special events and what it would take to get that implemented.

16. Emergency Items

None.

17. \*Public Comment

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

18. Adjournment

**At 2:50 p.m., Dr. Novak moved to adjourn. Vice Chair Ratti seconded the motion which was approved four in favor and none against.**

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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 December 17, 2015.