

WASHOE COUNTY DISTRICT BOARD OF HEALTH MEETING NOTICE AND AGENDA

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**

PUBLIC HEARING ITEMS SCHEDULED ON THIS AGENDA

(Complete item descriptions on second page.)

- **Proposed approval and adoption of a revision to the Health District Fee Schedule**

Items for Possible Action. All items numbered or lettered below are hereby designated for possible action as if the words “for possible action” were written next to each item (NRS 241.020). An item listed with asterisk (*) next to it is an item for which no action will be taken.

1:00 p.m.

- 1. *Roll Call and Determination of Quorum**
- 2. *Pledge of Allegiance**
- 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.

- 4. Approval of Agenda**

November 19, 2015

- 5. Approval of Draft Minutes**

October 22, 2015

- 6. Recognitions**

A. Years of Service

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

B. Retirements

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

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

- 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

- 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

10. *Regional Emergency Medical Services Authority Presentation:

Community Health Programs Preliminary Outcomes

Representative: Brenda Staffan

11. Acknowledge receipt of the Health District Fund Financial Review for October Fiscal Year 2016

Staff Representative: Anna Heenan

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

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

14. *Staff Reports and Program Updates

A. Air Quality Management, Charlene Albee, Director

Program Update, Divisional Update, Program Reports

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

Divisional Update, Program Reports

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

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

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

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

15. *Board Comment

Limited to announcements or issues for future agendas.

16. Emergency Items

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.

18. Adjournment

Possible Changes to Agenda Order and Timing. Items on the agenda may be taken out of order, combined with other items, withdrawn from the agenda, moved to the agenda of another later meeting; moved to or from the Consent section, or they may be voted on in a block. Items with a specific time designation will not be heard prior to the stated time, but may be heard later. Items listed in the Consent section of the agenda are voted on as a block and will not be read or considered separately unless withdrawn from the Consent agenda.

Special Accommodations. The District Board of Health Meetings are accessible to the disabled. Disabled members of the public who require special accommodations or assistance at the meeting are requested to notify Administrative Health Services in writing at the Washoe County Health District, PO Box 1130, Reno, NV 89520-0027, or by calling 775.328.2416, 24 hours prior to the meeting.

Public Comment. During the “Public Comment” items, anyone may speak pertaining to any matter either on or off the agenda, to include items to be heard on consent. For the remainder of the agenda, public comment will only be heard during items that are not marked with an asterisk (*). Any public comment for hearing items will be heard before action is taken on the item and must be about the specific item being considered by the Board. In order to speak during any public comment, each speaker must fill out a “Request to Speak” form and/or submit comments for the record to the Recording Secretary. Public comment and presentations for individual agenda items are limited as follows: fifteen minutes each for staff and applicant presentations, five minutes for a speaker representing a group, and three minutes for individual speakers unless extended by questions from the Board or by action of the Chair.

Response to Public Comment. The Board of Health can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. During the public comment period, speakers may address matters listed or not listed on the published agenda. The *Open Meeting Law* does not expressly prohibit responses to public comments by the Board of Health. However, responses from the Board members to unlisted public comment topics could become deliberation on a matter without notice to the public. On the advice of legal counsel and to ensure the public has notice of all matters the Board of Health will consider, Board members may choose not to respond to public comments, except to correct factual inaccuracies, ask for Health District Staff action or to ask that a matter be listed on a future agenda. The Board of Health may do this either during the public comment item or during the following item: “Board Comments – Limited to Announcement or Issues for future Agendas.”

Posting of Agenda; Location of Website.

Pursuant to NRS 241.020, Notice of this meeting was posted at the following locations:

Washoe County Health District, 1001 E. 9th St., Reno, NV
Reno City Hall, 1 E. 1st St., Reno, NV
Sparks City Hall, 431 Prater Way, Sparks, NV
Washoe County Administration Building, 1001 E. 9th St, Reno, NV
Washoe County Health District Website www.washoecounty.us/health
State of Nevada Website: <https://notice.nv.gov>

How to Get Copies of Agenda and Support Materials. Supporting materials are available to the public at the Washoe County Health District located at 1001 E. 9th Street, in Reno, Nevada. Ms. Dawn Spinola, Administrative Secretary to the District Board of Health is the person designated by the Washoe County District Board of Health to respond to requests for supporting materials. Ms. Spinola is located at the Washoe County Health District and may be reached by telephone at (775) 328-2415 or by email at dspinola@washoecounty.us. Supporting materials are also available at the Washoe County Health District Website www.washoecounty.us/health pursuant to the requirements of NRS 241.020.