

## **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, May 26, 2016  
1:00 p.m.**

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

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### **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 1:05 p.m.)  
Dr. George Hess  
Dr. John Novak  
Oscar Delgado (arrived at 1:05 p.m.)  
David Silverman

Members absent: Mike Brown

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

Staff present: Kevin Dick, District Health Officer, ODHO  
Leslie Admirand, Deputy District Attorney  
Patsy Buxton, Fiscal Compliance Officer, AHS  
Jeff Whitesides, Public Health Preparedness Manager, EPHP  
Daniel Inouye, Air Quality Supervisor, AQM  
Joshua Restori, Air Quality Specialist II, AQM  
Christina Conti, EMS Program Manager  
Brittany Dayton, EMS Coordinator  
Dave McNinch, Environmental Health Specialist Supervisor, EHS  
James English, Environmental Health Specialist Supervisor, EHS  
Dawn Spinola, Administrative Secretary/Recording Secretary, ODHO

### **2. \*Pledge of Allegiance**

**Jessica Sferrazza 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**

May 26, 2016

**Dr. Hess moved to approve the agenda for the May 26, 2016, 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**

A. April 14, 2016

B. April 28, 2016

**Dr. Novak moved to accept the minutes of the April 14 and April 28, 2016 District Board of Health meetings as written. Mr. Silverman seconded the motion which was approved four in favor and none against.**

#### **6. \*Recognitions**

A. Years of Service

1. Yann Sheau Ling-Barnes, 15 years, hired 5/2/2001 – AQM

Ms. Ling-Barnes was not in attendance. She will receive a certificate and 15-year pin.

B. Promotions

1. Erin Dixon 5/23/16, from AHS – Fiscal Compliance Officer to CCHS – Public Health Supervisor

Mr. Dick requested Ms. Dixon stand and be recognized and attendees congratulated her with a round of applause.

C. Promotion/Transfer out of Health

1. Trudy Enfield-Allred, 5/23/16 from EHS front counter, Plans Permit Aide to Community Services as a Building Permit Tech

Mr. Dick requested Ms. Enfield stand and be recognized and attendees congratulated her with a round of applause.

[Vice Chair Ratti and Councilmember Delgado joined the meeting at 1:05 p.m.]

#### **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. Recommendation to approve an Interlocal Contract between the Washoe County Health District and Washoe County through its Department of Juvenile Services to provide consultative and clinical services, Tuberculosis (TB) testing and Sexually Transmitted Disease (STD)/TB treatment medications for Wittenberg juveniles for the period upon ratification by the governing parties through June 30, 2017 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 the Agreement.

Staff Representative: Patsy Buxton

2. Recommendation to approve a FY17 Purchase Requisition (#TBD) issued to Cardinal Health (Contract #MMS10001) in the approximate amount of \$105,725 for pharmaceutical products in support of the medical clinic operations on behalf of the Community and Clinical Health Services Division of the Washoe County Health District.  
Staff Representative: Patsy Buxton
  3. Recommendation to approve a FY17 Purchase Requisition (#TBD) issued to Board of Regents – UNR School of Medicine (single source) in the approximate amount of \$100,000 for laboratory testing primarily in support of the medical clinic operations on behalf of the Community and Clinical Health Services Division of the Washoe County Health District.  
Staff Representative: Patsy Buxton
  4. Retroactive approval of Grant Agreement #A-00905416-0 from the U.S. Environmental Protection Agency (EPA) for funding in the amount of \$549,354 for the period 10/1/15 through 9/30/16 for the Air Quality Management, EPA Air Pollution Control Program, IO 10019  
Staff Representative: Erin Dixon
- B. Acceptance of the “Washoe County, Nevada Air Quality Trends (2006-2015)” Report  
Staff Representative: Charlene Albee
- C. Acknowledge receipt of the Health District Fund Financial Review for April, Fiscal Year 2016  
Staff Representative: Anna Heenan

**Dr. Novak moved to accept the Consent Agenda as presented. Vice Chair Ratti seconded the motion which was approved six in favor and none against.**

- 8. PUBLIC HEARING: Presentation, discussion and possible adoption of revisions to the Regulations of the Washoe County District Board of Health Governing Air Quality Management, Sections 010.000 (Definitions), 040.051 (Wood Stove/Fireplace Insert Emissions), and 040.052 (Hydronic Heaters).**

Staff Representative: Dan Inouye

Chair Jung opened the public hearing.

Mr. Inouye explained the revisions did not address gaseous and liquid fuels to provide clarification on a concern expressed by a Board member at the previous meeting..

Chair Jung closed the public hearing.

**Dr. Novak moved to adopt the revisions to the Regulations of the Washoe County District Board of Health Governing Air Quality Management. Mr. Silverman seconded the motion which was approved six in favor and none against.**

- 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: Brittany Dayton

Ms. Dayton explained there were no substantial context modifications from the previous version. The updates were focused on delineating CAD and AVL items, removing out-of-date

items and clarifying item language. Additionally, in an effort to make the process less subjective, the “Reviewer’s Notes” column and definitions of full compliance, substantial compliance or non-compliance were also added.

Dr. Novak asked if Item 5.1.b. regarding radios, should have a timeline. Ms. Dayton explained that dates would be delineated in the Emergency Medical Services (EMS) strategic plan, so they were not considered to be as appropriate for the Compliance Checklist. Vice Chair Ratti asked if Dr. Novak would prefer to see the date included or add the word “timeline” to suggest that a timeline exists elsewhere. Dr. Novak clarified he would prefer the latter. This would make it more consistent with the language of 5.2.e.

**Vice Chair Ratti moved to approve the Regional Emergency Medical Services Authority Compliance Checklist with the inclusion of adding the word timeline to Item 5.1.b. Dr. Hess seconded the motion which was approved six in favor and none against.**

**10. Presentation, discussion and possible acceptance of an update on the CAD-to-CAD interface between the PSAP dispatch centers and REMSA [Ratti, Novak].**

Staff Representative: Christina Conti

Ms. Conti reviewed the information contained in the staff report, noting the process was currently stalled due to contract issues with the Tiburon system. Chair Jung asked which agency had not signed the contract. Ms. Conti explained the server would belong to the City of Reno and the other jurisdictions would utilize it, therefore, Reno needed to sign the contract.

Dennis Nolan, City of Reno, explained they had received a proposal from Tiburon that had to be returned to them to be updated due to changes and software upgrades. The revised proposal had not yet arrived. Chair Jung clarified, noting it was not an issue of refusing to sign; it was an issue with not having the proper contract available for signature. Chief Nolan agreed with that summary.

Vice Chair Ratti asked if the Tiburon project was factored in to the City of Reno budget and Chief. Nolan stated it was.

Dr. Novak requested clarification that the issue was about paperwork, not funding. Chief Nolan confirmed it was a paperwork issue. The contract had to go back to Tiburon for revisions due to technical issues.

**Dr. Novak moved to accept the report. Councilmember Delgado seconded the motion which passed six in favor and none against.**

**11. Presentation, discussion and possible approval of the allowable exemptions to REMSA’s response time penalties, as outlined in the Amended and Restated Franchise Agreement for Ambulance Service Article 7, Section 7.6.**

Staff Representative: Christina Conti

Mr. Dick explained exemptions had previously been granted by the District Health Officer but in the interest of transparency any new exemptions required DBOH approval under the new agreement. As some of the exemptions had undergone substantial changes staff had determined it was prudent to bring all the exemptions back to the Board for review and approval.

Kathy Brandhorst provided public comment to share her opinions about local ambulance service.

Vice Chair Ratti asked if the exemptions were to be reported back to the Board at some point. Ms. Conti explained that information was contained in REMSA’s Operations Reports each

month.

Dr. Novak asked who was responsible for declaring a mass casualty incident (MCI). Ms. Conti explained it could be made by any agency on scene or the emergency manager,

Dr. Novak asked who the third-party vendor was that calculated system overload. Don Vonarx of REMSA explained it was First Watch, who does data sampling and reporting nationwide. It dips data from the CAD; no one touches the CAD data but First Watch.

**Dr. Novak moved to approve the exemptions. Mr. Silverman seconded the motion which passed six in favor and none against.**

## **12. Regional Emergency Medical Services Authority**

Presented by Don Vonarx and Kevin Romero

### **A. Review and Acceptance of the Compliance Report for April 2016**

Mr. Vonarx introduced the item and offered to answer questions.

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

### **\*B. Operations Update for April 2016**

Mr. Romero, adding to Ms. Conti's comments, noted the dispatch center was also authorized to declare an MCI. He introduced REMSA's Education Manager Cindy Green and their Communications Director, Adam Heinz.

Ms. Green explained a large group had been formed to work together to address the Opioid crisis. It included REMSA, law enforcement, EMS providers, medical providers and ancillary service providers. They meet regularly to address immediate needs and long-term impacts. She provided an overview of steps taken to date to support the community and the current status of the event. One of the steps included keeping a larger-than-usual supply of Narcan on hand.

Chair Jung requested that Amber Howell, Director of Social Services, be kept informed as that department should be able to provide statistics. Mr. Dick noted they had been participating.

Mr. Silverman asked what Narcan was. Ms. Green explained it was also known as Naloxone and was used to block the deadly symptoms of an opiate overdose.

Mr. Heinz explained REMSA's communications center had been recognized as an Accredited Center of Excellence since 2001. He reviewed the standards that were required to be achieved to retain that designation. He announced that REMSA had received official notification from the International Academy of Emergency Medical Dispatch that they had been accredited for a fifth time. He noted the communications center has a close relationship with the Nurse Helpline, also accredited, making them the only dually-accredited center in the world.

Mr. Dick noted a draft item had inadvertently been included in the Board packet but would not be heard.

## **13. Presentation, Discussion, and Possible Adoption of Washoe County Health District FY17-20 Strategic Plan and Direction to Staff**

Staff Representative: Kevin Dick

Mr. Dick thanked the Board members for attending the retreat to work on the plan. He also acknowledged the work of the management staff and Erica Olsen and Zach Yeager from OnStrategy. He provided a Power Point presentation to introduce the strategic plan (Attachment

A). Mr. Dick went on to explain that for each of the goals, staff had identified a number of community outcomes so that progress could be measured. Those outcomes will be further broken down to divisional-level initiatives.

Mr. Dick noted the next strategic planning retreat would be held on a date to be determined in the future. Optimally it would be held sometime in the fall so that the decisions of the Board could be utilized to guide the budget plan for the following year.

Dr. Novak opined the Board's goals had been accurately captured and stated it was good work. Chair Jung agreed.

Vice Chair Ratti expressed her satisfaction with the plan. She opined the work of seven years towards a good strategic plan had finally been accomplished. She pointed out it provided goals and the proposed approach to implementation allowed some flexibility in the methodology to achieve them. She expressed her gratitude to the staff for their hard work.

Chair Jung commended Vice Chair Ratti for pushing for the plan throughout the years. Chair Jung went on to complement Mr. Dick for his administrative skills and his contributions to the plan and the District. She thanked the OnStrategy members as well.

Chair Jung expressed her pleasure that baseline measures and targets had been established. She noted it would inform the Legislature and other potential sources of funding about specific targets and how the money would help.

Chair Jung noted action was being taken to take mental health out of the State's jurisdiction and sending it to the counties. She welcomed it but noted the District had not been able to address it in the past due to limited resources.

**Vice Chair Ratti moved to adopt the Washoe County Health District FY17-20 Strategic Plan as presented and directed staff to proceed with implementation. Dr. Novak seconded the motion which was approved six in favor and none against.**

#### **14. \*Staff Reports and Program Updates**

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

Mr. Inouye reported that Bike Week had been very successful. He also noted that the Environmental Protection Agency staff had visited to share a FLIR camera that used infrared to allow the user to see gas vapor leaks. Joshua Restori presented a video that demonstrated its capabilities. Dr. Hess asked if AQM was seeking grant funding to be able to purchase one and Mr. Restori explained that search was in process.

- B. Community and Clinical Health Services, Steve Kutz, Director  
Program Report – Teen Pregnancy Prevention Month; Divisional Update – Patagonia Health; Program Reports

Mr. Kutz stated he had nothing to add and was available for questions.

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

Mr. McNinch introduced James English, who explained to the Board that septic systems were failing in Panther Valley, creating a public health threat. He reviewed the steps that were being taken to solve the problem and protect the public.

Mr. McNinch noted pools and spas were opening and temporary events season was beginning, keeping staff busy. He thanked Mr. Silverman for his input into changes to the food program and expounded on some of the specific issues that were being addressed.

Mr. McNinch explained the number of submittals for new water plans was increasing and staff was reviewing and streamlining processes to better keep up. Vector was focusing on dusting parks and other places people were anticipated to congregate during the summer months.

Dr. Novak asked about the possibility of grant funding being returned to the State as described in the staff report. Mr. McNinch explained the funding was to be utilized for a certain level of activities and deliverables within a program, and the amount of work dedicated to that program was anticipated to decrease. Therefore, the agreed-upon results were unlikely to be achieved and a portion of the grant would need to be refunded.

Dr. Novak asked if that would jeopardize future activities. Mr. English explained a budget amendment will allow the District to charge more of the indirect cost to the grant. Additionally, new fees allowed collection of revenue on construction activities, which have been substantial.

Mr. Dick noted the District was recovering more indirect costs through the grant, but that the indirect costs the Health District incurred had not changed..

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

Mr. Whitesides stated he had nothing to add but was available to answer questions. Dr. Hess asked if any more Zika cases had been reported and Mr. Whitesides stated he was not aware of any that were not noted in the report.

E. Office of the District Health Officer, Kevin Dick, District Health Officer  
Budget, Opioid Situation, Strategic Plan, Community Health Improvement Plan, Truckee  
Meadows Healthy Communities (TMHC), Quality Improvement, Other Events and  
Activities and Health District Media Contacts

Mr. Dick discussed the Family Health Festival that had been held May 25, noting one of the highlights had been the potting and distribution of vegetable seedlings. He noted Commissioner Lucey had contributed funds towards the project.

Mr. Dick explained that on June 1, there would be a signing ceremony with the Reno Sparks Indian Colony for the Point of Dispensing Memorandum of Understanding. Several Board members had indicated they would be participating.

Mr. Dick explained the Chair of the Legislative Committee on Health Care, Assemblyman Oscarson, had put out a notice that they are welcoming submittals of ideas for public health care that the Committee could either directly support or endorse during the coming Legislative session. He will be working with the Health Officers from Carson City and Southern Nevada Health District to present joint recommendations.

## **15. \*Board Comment**

Dr. Hess asked how the Opioid crisis was being tracked and who he could speak to regarding obtaining the most recent information. Mr. Dick asked if his monthly report could be reopened so that he could expound on the relevant information contained there. Chair Jung reopened Item 14.E.

Mr. Dick explained he and other staff from the Health District have been participating in the work group that was coordinated by Tom Robinson, the Deputy Chief of Reno Police Department. Kevin Quint, the head of the State Substance Abuse program has been participating. Mr. Dick agreed the situation was significant, and noted funding was limited. He explained the workgroup consisted of representatives from a wide array of agencies and services in the area and opined it was a good information-sharing avenue.

Mr. Dick explained that regarding communications, Join Together Northern Nevada has coordinated substance abuse info for some time and have produced public service announcements. Additionally, the State has formed a multi-disciplinary committee to address substance abuse, and they have compiled a strategic plan. The Governor will be holding a forum in June to discuss the problem.

Dr. Hess opined the work group provided a good umbrella approach, but more communication should be shared with physicians. Chair Jung suggested he spearhead that as he has close contacts with that community.

Dr. Novak requested an item be added to the June meeting to discuss the accreditation process. He had received information from Kay Bender, the head of the examining board, that he would like to share with the Board. He stated what he had learned had caused him to feel more positive about proceeding with the accreditation. Chair Jung thanked him for his active engagement and stated the Board was proud of his representation.

#### **16. \*Public Comment**

Kathy Brandhorst shared her feelings regarding various events.

#### **17. Adjournment**

**Chair Jung adjourned the meeting at 2:25 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 June 23, 2016.