

Washoe County District Board of Health Meeting Notice and Agenda

Members

Dr. John Novak, Chair
Michael D. Brown, Vice Chair
Oscar Delgado
Kristopher Dahir
Dr. Reka Danko
Marsha Berkbigler
Tom Young

**Thursday, August 22, 2019
1:00 p.m.**

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

**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 – (For possible action)

August 22, 2019

5. *Recognitions

A. Years of Service

- i. Elizabet Munoz, 5 years, Hired 8/4/2014 - CCHS
- ii. Jeffrey Brasel, 25 years, Hired 8/22/1994 - EHS
- iii. Michael Ezell, 25 years, Hired 8/22/1994 - EHS

B. Promotions

- i. Amber English, Sr. Environmentalist to Environmental Health Specialist Supervisor - EHS

C. New Hires

- i. Raquel DePuy Grafton, 8/5/2019, Program Coordinator - EPHP
- ii. Megan Bowling, 8/5/2019, Medical Billing Specialist - CCHS
- iii. Windi Altemeyer, 8/19/2019, Public Health Nurse I - CCHS

6. Consent Items – (For possible action)

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. Approval of Draft Minutes – **(For possible action)**

i. July 25, 2019

B. Budget Amendments/Interlocal Agreements – **(For possible action)**

i. Accept cash donation in the amount of \$4,500 from the Burning Man Project to purchase birth control methods to help decrease unintended pregnancy rates; approve amendments totaling an increase of \$4,500 in both revenue and expense to the FY20 Burning Man Donation budget, IO# 20471.

Staff Representative: Nancy Kerns Cummins

ii. 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, 2019 through June 30, 2020 in the total amount of \$931,330 (with \$93,133.00 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 and approve subsequent amendments and give the District Health Officer authorization to execute MOU agreements with partnering agencies.

Staff Representative: Jennifer Hoekstra

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, 2019 through June 30, 2020 in the total amount of \$392,346 (with \$39,234.60 or 10% match) in support of the Assistant Secretary for Preparedness and Response (ASPR) Public Health Preparedness Program; approval of authorization to travel and travel reimbursements for non-County employees that are Inter-Hospital Coordinating Council (IHCC) Coalition members (to be designated by IHCC leadership) in an amount not to exceed the FY20 travel budget to attend the Health Care Coalition Conferences (dates to be determined); and if approved authorize the District Health Officer to execute the Subgrant Award and approve subsequent amendments and give the District Health Officer authorization to execute MOU agreements with partnering agencies.

Staff Representative: Jennifer Hoekstra

C. Approve FY20 Purchase Requisition (#TBD) issued to Adapco Inc. (Bid#3049-18) in the amount of \$158,885.60 for Mosquito Abatement Products, on behalf of the Environmental Health Services Division of the Washoe County Health District. - **(For possible action)**

Staff Representative: Jennifer Hoekstra

D. Recommendation to Uphold Citations Not Appealed to the Air Pollution Control Hearing Board. - **(For possible action)**

i. Rigoberto S. Uribe, Case No. 1213, NOV No. 5770

ii. Cemex Construction Materials Pacific Inc., Case No. 1214, NOV 5609

Staff Representative: Dan Inouye

E. Acknowledge receipt of the Health Fund Financial Review for July, Fiscal Year 2020 – **(For possible action)**

Staff Representative: Anna Heenan

7. **International Overdose Awareness Day Proclamation - (For possible action)**

Staff Representative: Sunhwa Lee, and Jennifer Delett-Snyder, Executive Director, JTNN

8. **Resolution: Vision Zero Truckee Meadows - (For possible action)**
Staff Representative: Lisa Lottritz, and Rebecca Kapuler, Planner, RTC
9. ***Regional Emergency Medical Services Advisory Board August Meeting Summary**
Staff Representative: Christina Conti
10. **Regional Emergency Medical Services Authority**
Presented by: Dean Dow and Alexia Jobson
 - A. **Review and Acceptance of the REMSA Operations Report for July, 2019 – (For possible action)**
 - B. ***Update of REMSA’s Public Relations during July 2019**
11. **Review, discussion, and possible adoption of the Business Impact Statement regarding proposed revisions to the District Board of Health Regulations Governing Air Quality Management, Section 040.035 Open Fires with a finding that the revised regulations do not impose a direct and significant economic burden on a business; nor do the revised regulations directly restrict the formation, operation or expansion of a business; and set a public hearing for possible adoption of the proposed revisions to the Regulations for September 26, 2019 at 1:00 pm. - (For possible action)**
Staff Representative: Daniel Inouye
12. ***Presentation – CBD as a Food Additive**
Staff Representative: Charlene Albee
13. **Presentation and possible acceptance of the annual progress report on the 2018-2021 Strategic Plan. - (For possible action)**
Staff Representative: Kevin Dick and Catrina Peters
14. **Recommend to approve a 3% Cost of Living Adjustment (COLA) retroactive to July 1, 2019, a 2.5% COLA effective July 1, 2020, and a 2.5% COLA effective July 1, 2021 in base wage; and updated health plan changes to keep the District Health Officer’s position in alignment with the other Unclassified Management positions. - (For possible action)**
Staff Representative: Laurie Griffey
15. ***Staff Reports and Program Updates**
 - A. **Air Quality Management, Daniel Inouye, Acting Director**
Program Update - Open Burning Revisions, Divisional Update, Program Reports (Monitoring/Planning; Permitting/Enforcement)
 - B. **Community and Clinical Health Services, Lisa Lottritz, Director**
Divisional Update – National Immunization Awareness Month; Data & Metrics; Sexual Health, Immunizations, Tuberculosis Prevention and Control Program, Family Planning/Teen Health Mall, Chronic Disease Prevention Program, Maternal Child and Adolescent Health, and Women Infants and Children
 - C. **Environmental Health Services, Charlene Albee, Division Director**
Environmental Health Services (EHS) Division Program Updates – North Valleys Closed Basins, Child Care, Community Development, Epidemiology, Food, Land Development, Safe Drinking Water, Vector, Waste Management, and Inspections.
 - D. **Epidemiology and Public Health Preparedness, Dr. Randall Todd, Director**
Program Updates for Communicable Disease, Outbreaks, Measles, PHP Program, Grants, Radiation Training, Ebola, Silver Crucible Full Scale Exercise, Personnel Changes, Emergency Medical Services, Trainings, EMS Protocols, REMSA Response Data

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

District Health Officer Report - Public Health Accreditation (PHAB), Workforce Development, Accela Regional Permitting and Business License Platform, Community Health Improvement Plan, Substance Abuse Task Force, Truckee Meadows Healthy Communities (TMHC), Other Events and Activities and Health District Media Contacts

16. *Board Comment

District Board of Health Member's announcements, reports and updates, request for information or topics for future agendas. (No discussion among Board Members will take place on the item)

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 – (For possible action)

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, 1001 E. 9th Street, Building B, Reno, NV 89512, 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
Downtown Reno Library, 301 S. Center 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. Laura Rogers, 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. Rogers is located at the Washoe County Health District and may be reached by telephone at (775) 328-2415 or by email at lrogers@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.