

WASHOE COUNTY HEALTH DISTRICT

ENHANCING QUALITY OF LIFE

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, January 22, 2015
1:00 p.m.

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

The Washoe County District Board of Health met in regular session on Thursday, January 22, 2015, in the Health Department South Conference Room, 1001 East Ninth Street, Reno, Nevada.

1. Call to Order, Pledge of Allegiance

Chair Jung called the meeting to order at 1:04 p.m.

Chief Brown led the pledge to the flag.

2. Roll Call

The following members and staff were present:

Members present: Chair Kitty Jung
Vice Chair Julia Ratti
Dr. George Hess
David Silverman
Dr. John Novak
Michael D. Brown

Members absent: Neoma Jardon

Staff present: Kevin Dick, District Health Officer, ODHO
Leslie Admirand, Deputy District Attorney
Charlene Albee, Division Director, AQM
Anna Heenan, Administrative Health Services Officer, AHS
Steve Kutz, Division Director, CCHS
Bob Sack, Division Director, EHS
Jeff Whitesides, Supervisor, EPHP
Christina Conti, EMS Program Manager, EPHP
Brittany Dayton, EMS Coordinator, EPHP
David McNinch, Supervisor, EHS

3. Public Comment

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

4. Introduction of New Board Members

Mr. Dick introduced Chief Michael Brown of the North Lake Tahoe Fire Protection District, the City of Reno appointed member replacing Matt Smith.

Mr. Dick introduced Dr. John Novak, the Sparks appointed member to the District Board of Health (DBOH), replacing Denis Humphreys. Dr. Novak is a retired dentist and is active in the community.

5. Approval of Agenda

Vice Chair Ratti moved to approve the agenda for the January 22, 2015, District Board of Health meeting. Dr. Hess seconded the motion which was approved six in favor and none against.

6. Approval of Draft Minutes

Vice Chair Ratti moved to approve the minutes of the December 18, 2014 District Board of Health regular meeting as written. Mr. Silverman seconded the motion which was approved six in favor and none against.

7. Recognitions

Presented by Mr. Dick and Chair Jung

A. Years of Service

1. Irene Ramos-Hernandez, 20 years, hired 12/5/1994 – CCHS

Mr. Dick introduced and congratulated Ms. Ramos-Hernandez. Chair Jung thanked her for her service.

2. Jessica Cabrales 10 years of service, hired 1/3/2005 – CCHS

Mr. Dick introduced and congratulated Ms. Cabrales. Chair Jung thanked her for her service.

3. Rebecca Koster 15 years of service, hired 1/10/2000 – CCHS

Mr. Dick introduced and congratulated Ms. Koster. Chair Jung thanked her for her service.

8. Proclamations

A. National Radon Action Month

Susan Howe and Jaimie Roice-Gomes from the University of Nevada Cooperative Extension and Sarah Wainright and Frankie Vigil from the American Lung Association accepted the proclamation and shared radon facts.

Dr. Hess moved to adopt January as National Radon Month. Chief Brown seconded the motion which was approved unanimously.

7B. New Hires

1. Charlie Gray – Environmental Health Specialist Trainee 1, hired 1/5/15 – CCHS
Mr. Gray was not in attendance.

C. Recognition of Achievement

1. Nicole Alberti – completed the Chamber’s 2014 Leadership Reno Sparks Program.

Mr. Dick introduced Ms. Alberti and stated she is now trained to be a leader so the District can expect big things from her.

D. Board Retirements

1. Dr. Denis Humphreys, member since 12/18/02, Chair from 1/22/09 through 12/16/10.

Mr. Dick stated it had been a pleasure to work with Dr. Humphreys and his input while on the Board had always been thoughtful and well-balanced.

Mr. Humphreys thanked the Sparks Mayor and Council for providing him the opportunity to serve on the DBOH. He stated the quality and professionalism of staff had helped make his time on the Board a pleasurable experience. He also noted how impressed he had always been at how well the Board members work together.

8. Proclamations (continued)

B. National Heart Month.

Kelli Seals accepted the proclamation.

Dr. Hess moved to adopt February as National Heart Month. Dr. Novak seconded the motion which was approved six in favor and none against.

9. Consent Agenda

A. Air Quality Management Cases

1. Recommendation to Uphold Citations Not Appealed to the Air Pollution Control Hearing Board:
 - a. Alston Construction – NOV No. 5293, Case No. 1169
 - b. F&P Construction – NOV No. 5294, Case No. 1168
 - c. NITU Arlington Gas – NOV No. 5455, Case No. 1170

B. Budget Amendments / Interlocal Agreements

1. Approval of a pilot program to allow open burning within the Truckee Meadows Fire Protection District jurisdiction outside of the Truckee Meadows Hydrographic Area from February 14 through 28, 2015.
2. Approve the abolishment of one vacant Intermittent Hourly Licensed Engineer position (#70007454)
3. Approval of Notice of Subgrant Award 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 \$317,061, in support of the HIV Prevention Grant Program, IO 10013

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

10. Introduction of Jim Begbie as the Consumer at Large District Board of Health Appointed Representative to the REMSA Board of Directors

Staff Representative: Ms. Conti

Ms. Conti introduced Mr. Begbie. Mr. Begbie apologized for not having been able to attend the previous meeting. He reviewed his experience and qualifications and expounded on his goals and achievements as a member of, and eventually Chair, of the REMSA Board. He noted he was also the Chair of the Board of another highly-regulated non-profit organization.

Chair Jung thanked Mr. Begbie for his service. Dr. Hess thanked him for his presentation, noting it was beneficial to have the background knowledge he had provided.

Chair Jung requested Mr. Begbie return frequently to provide updates about what was happening at REMSA.

Councilmember Ratti noted the success of the work that had been done over the last few years and stated she felt the next phase would be about transparency of data among all parties involved. This would provide the opportunity to more clearly target opportunities for improvement. She stated she would request Mr. Begbie's and REMSA's assistance in furthering and sustaining that transparency. She complimented Mr. Gubbels' willingness to share information and work with other agencies.

11. Introductions, interviews and possible selection and appointment of a candidate as the Member of the Accounting Profession District Board of Health Appointed Representative to the REMSA Board of Directors

Staff Representative: Ms. Conti

Ms. Conti introduced the item, noting that each candidate would be allowed three minutes for their presentation and would be available to answer questions afterwards. The areas of interest they would be touching on would include relevant experience, what they view their role would be on the Board, their goals, any potential conflicts, and any additional information they would like to share.

Candidate Lisa Carlon reviewed her experience and discussed her unique qualifications. Vice Chair Ratti asked Ms. Carlon about her familiarity with the franchising process and the relationship between REMSA and the Health District. Ms. Carlon stated she was aware of the new Franchise Agreement (FA) and one goal of that was openness and reporting to the Health District.

Candidate Michael Dobrowski discussed his education and experience. Vice Chair Ratti repeated the question posed to Ms. Carlon. Mr. Dobrowski noted he was aware of the FA but was not familiar with the details.

Dr. Novak asked if Mr. Dobrowski had gained any experience specific to emergency departments. Mr. Dobrowski stated he had not. He verified he had no known conflicts of interest.

Candidate Nissa Jimenez introduced herself and discussed her experience. She stated she had no known conflicts of interest. Vice Chair Ratti repeated the question posed to Ms. Carlon and Mr. Dobrowski. Ms. Jimenez explained she understood the FA assisted them in their ability to meet the time and financial constraints as well as enhancing communication with other service providers.

Dr. Novak asked Ms. Jimenez if she had had any involvement with the healthcare section of her firm. She replied her day-to-day involvement was with the healthcare aspect of her section.

Candidate David Morgan explained his background and experience as well as unique qualifications. He had no conflicts that he was aware of. Vice Chair Ratti asked him how aware he was of the relationship between REMSA and the District Board of Health. He replied only that he has been made aware of the reorganization and new FA. He understood the Board had the power to appoint and expected periodic reporting.

Candidate Tim Nelson described his background, experience and qualifications. He did not believe there were any conflicts of interest.

Vice Chair Ratti repeated her question regarding Mr. Nelson's familiarity with the relationship between REMSA and the Health District. Mr. Nelson explained his understanding of the need for a FA and the purpose it serves, and echoed the other candidates in understanding a new FA had recently been signed and was in effect.

Dr. Novak asked Mr. Nelson if he had any specific experience working with a health authority. Mr. Nelson replied he had worked with medical practices and small not-for-profit healthcare organizations.

Chair Jung requested the Board weigh in on how the decision should be made. She thanked the candidates for being willing to be interviewed in front of the Board. Vice Chair Ratti echoed her sentiments and stated that it was a tough decision as all of the candidates were well-qualified.

Vice Chair Ratti requested the candidates speak of any specific experience with public-private partnerships. None of the candidates came forward with further information. Vice Chair Ratti briefly reviewed each candidate's qualifications and reiterated that all were excellent. Her selections were Mr. Nelson and Ms. Jimenez.

Dr. Hess' selections were Ms. Jimenez and Mr. Morgan.

Mr. Silverman reiterated it was a difficult process and they all had done a great job representing themselves. His choice was Mr. Nelson.

Chief Brown agreed they were all excellent candidates. He selected Ms. Carlon and Mr. Nelson.

Dr. Novak also thanked the candidates. His choices were Mr. Dobrowski and Mr. Nelson.

Chair Jung opined a vote was not necessary, as Mr. Nelson had already received four votes. She encouraged the other candidates to consider volunteering for one of the other numerous available Board positions through the County.

Chief Brown moved to reflect the Board's vote for the appointment of Mr. Nelson. Dr. Novak seconded the motion which was approved six in favor and none against.

Dr. Novak asked if Mr. Nelson had any obligation to return to the Board and report information. Chair Jung stated the Board had wanted to interview and select the candidate was because they do expect periodic reports. She and Mr. Dick will work with Mr. Begbie and Mr. Nelson to develop an optimum schedule.

12. Regional Emergency Medical Services Authority

Presented by Mr. Jim Gubbels

A. Review and Acceptance of the REMSA Operations Reports for November and December, 2014.

Mr. Gubbels reported for the month of November. Priority One compliance in Zone A was 93 percent. For Priority One Zones B, C and D, it was 100 percent.

Average Priority One response times in minutes was 5:17 for Reno, 5:56 for Sparks and 8:40 for Washoe County. Average Priority Two response times in minutes was 5:54 for Reno, 6:21 for Sparks and 9:00 for Washoe County. Average bill for November was \$1,073, bringing the year to date total to \$1,070.

Mr. Gubbels reported for the month of December. Priority One compliance in Zone A was 93 percent. For Priority One Zones B, C and D, it was 97 percent.

Average Priority One response times in minutes was 5:20 for Reno, 6:07 for Sparks and 9:16 for Washoe County. Average Priority Two response times in minutes was 5:49 for Reno, 6:43 for Sparks and 9:15 for Washoe County. Average bill for December was \$1,072, bringing the year to date total to \$1,070.

Mr. Gubbels pointed out a graph that had been added which depicted response times each month by jurisdiction. Vice Chair Ratti suggested she had not been clear regarding her previous request for more information, as this provided approximately half of what she needed. At the bottom of each table of the graph she would like to see a year-to-date average. The Board does receive the monthly snapshots but those may be affected by outliers.

Mr. Gubbels suggested they reproduce the middle graph based on average response time. He explained it depicted ongoing, year-to-date info for Priority 1 compliance for Zone A and

Priority 1 compliance for Zones B, C and D. Vice Chair Ratti expressed her appreciation for that graph but explained the tables should contain the cumulative year-to-date average.

Chair Jung suggested that, prior to the next meeting, Mr. Gubbels contact Vice Chair Ratti to clarify the specifics of what she is asking for. Mr. Gubbels asked if the Board still wished to see the monthly reports and they stated they did. He offered to share what REMSA produced prior to submittal.

Dr. Novak noted a consistent difference in response times between Reno and Sparks and asked if Mr. Gubbels had any idea why that might be happening. Mr. Gubbels pointed out the FA required a 90 percent compliance and the difference had to do with the average volume of calls to each of the jurisdictions. He noted Reno calls constitute approximately two-thirds of all calls received.

Chief Brown moved to approve the November and December reports. Dr. Hess seconded the motion which was approved six in favor and none against.

B. Update of REMSA's Community Activities During November and December, 2014

Mr. Gubbels noted he had one more item for the Operations report. Over the years, comment cards had been utilized to obtain feedback. In an attempt to improve that process, in November they had initiated a contract with a company called EMS Survey. The first report will be submitted with the February Board packet.

Mr. Gubbels reported that the new process included information about how to contact the Health District if the customer was unsatisfied with REMSA's service. Dr. Hess asked if the new system would provide reports regarding the number of surveys completed and whether there are any negative comments. Mr. Gubbels stated the negative comments are all followed up on.

Mr. Silverman opined the negative comments provide good feedback and asked if those would still be seen by the Board. Mr. Gubbels stated the responses would be scaled. He went on to explain that on occasion the people offering negative comments were subject to personal challenges that may influence their perceptions.

Chair Jung asked how the response requests were being offered to the customer and where the information about who to call in case they were not satisfied could be located. Mr. Gubbels replied the response requests were mailed and were accessible on the website. The contact information was on the website. Chair Jung noted that information was also supposed to be available in the survey packet. Mr. Gubbels stated he would follow up.

Chair Jung stated there needed to be a policy decision about where any negative information goes after it is received by the EMS staff. Mr. Dick stated it could be reported within the Division updates.

Mr. Gubbels reported he had attended the gathering honoring the 30th anniversary of the Galaxy crash and stated it was very moving.

13. Presentation, discussion and possible approval of the Regional Emergency Medical Services Authority (REMSA) Franchise Compliance Report for the period of 7/2/2013 through 6/30/2014

Staff Representative: Ms. Dayton

Ms. Dayton presented the staff report, noting REMSA had been in compliance with all 26 auditable items. She noted this was the final compliance report for the 2005 REMSA franchise. All future reporting would be based on the Amended and Restated Franchise Agreement for Ground Ambulance Service which was approved by the DBOH in May, 2014 and became effective July 1, 2014.

Chair Jung noted an item regarding replacement of a Board member who misses three meetings, but that was not an auditable item. She asked how an item that could not be audited could be included in an agreement. Ms. Dayton explained it had been designated not an auditable item in past compliance reports.

Chair Jung asked Deputy District Attorney (DDA) Admirand why it was in the FA. Ms. Admirand replied that was one of the conditions the Board had agreed to. She stated if the Board would like that to be reported on, it could be changed. Chair Jung reiterated her concern about the audibility of an item in an Agreement if it could not be proven or disproven. Ms. Dayton explained that would be addressed under the new FA.

Chair Jung noted the competitive bid process was also not applicable to audit and asked why it was part of the audit. Ms. Dayton replied it was not applicable because it was not reviewed every year. Chair Jung opined that should be noted.

Chair Jung pointed out the report stated REMSA had met Requirement 9 and showed percentages, but the graph did not clearly demonstrate that they had met it. Ms. Dayton noted that had been an oversight on her part.

Chief Brown asked if the educational opportunities shown in the report were training sites, or if REMSA taught all the classes. Ms. Dayton stated REMSA teaches off site as well as on site. Chief Brown asked if asked if the staff from the companies listed were receiving their cards from the training center, which was REMSA, and the training sites refers to them doing their own teaching. Ms. Dayton explained it was REMSA employees going to the sites to conduct the training.

Mr. Gubbels noted REMSA was the lead agency for the American Heart Association (AHA), so all of the cards that are authorized and released come back through REMSA. The majority of the classes are taught by REMSA facilitators or contract facilitators. The list represented students that had gone through the agency-sponsored training or were affiliated with REMSA. Chief Brown explained he was attempting to determine which were REMSA-sponsored programs versus AHA programs using the training center. Mr. Gubbels explained it would be a combination of both. Chair Jung requested that be reflected in the report as well.

Chair Jung noted Item 28 was also not auditable. Ms. Dayton explained she was working towards finding a way to make everything auditable under the new FA. DDA Admirand stated the next report will provide information for each item.

Chair Jung reiterated if an item was not auditable it was not enforceable under the new FA. Mr. Dick clarified this was the last year's performance under the former FA and that was why they were being presented. Ms. Conti reiterated the new FA was being reviewed for auditable versus non-auditable items and requested direction from the Board in helping to determine which were and which were not auditable and which were critical to the Franchise.

Chair Jung requested that, in the future, staff should request direction from the Board if something is not auditable so they can work with the other governing bodies to renegotiate the FA if necessary. Ms. Conti stated staff will bring the process that will be applicable to the current franchise year to the Board prior to submitting the compliance report.

Dr. Hess opined certain items within a contract are background and cannot be quantified. DDA Admirand noted there would be things that were not auditable by numbers or actions, but that does not alter the fact it is still an exclusive franchise. She suggested language should possibly be changed in the compliance report. Instead of saying that it is not auditable, stating it is in existence and in compliance with the language of the FA.

Vice Chair Ratti noted the previous FA had very little legal language. She supported Chair Jung's instructions, stating that prior to the submittal of the next report, the Board would like to see how it is going to be approached, based on franchise language. She opined it is important to be providing significant information.

Dr. Hess complemented the report.

Dr. Novak moved to approve the report. Dr. Hess seconded the motion which was approved six in favor and none against.

14. Possible Reappointment of Dr. George Hess to the District Board of Health for a second term beginning January 2015 and ending December 2018

Chair Jung asked Dr. Hess if he wished to continue to serve and he stated he did.

Mr. Silverman moved to reappoint Dr. Hess. Vice Chair Ratti seconded the motion which was approved six in favor and none against.

Chair Jung announced Item 15 would be heard after Item 18 as Vice Chair Ratti was pressed for time and had seen the presentation previously.

16. Acknowledge receipt of the Health District Fund Financial Review for Fiscal Year 2015 year to date December 31, 2014

Staff Representative: Ms. Heenan

Ms. Heenan presented the report. She noted it was typical for expenditures to exceed revenues during the first months of the year as grant reimbursement can be slow. During the fourth quarter, the opposite will be true.

Chair Jung requested Ms. Heenan break down revenues other than reimbursements. Ms. Heenan replied the General Fund contributed a little over 50 percent, 27 percent comes from grants and the remainder comes from licenses, permits and fees.

Chair Jung complemented Ms. Heenan's presentation of the monthly report.

Dr. Hess moved to acknowledge the receipt of the report. Chief Brown seconded the motion which was approved six in favor and zero against.

17. Presentation and discussion of follow-up report regarding direction provided at the December 18, 2014 meeting with respect to benchmarking statistics and request for

Board to direct staff to continue with or make adjustments to uniform methodology approved June 26, 2014.

Staff Representative: Ms. Heenan

Ms. Heenan introduced the report. For the benefit of the new members, she noted the District had undergone a Fundamental Review process. One of the recommendations from that review had been a cost-benefit analysis of the District programs. Methodology approved in June of 2014 had been utilized to create a cost analysis for the Administrative Health Services (AHS) Division which was presented to the Board December 18, 2014.

Ms. Heenan explained that during that meeting, there had been discussion as to whether or not NACCHO benchmarks were appropriate for the District's purposes. Staff was directed to bring back the minutes from the FR and the June 26, 2014 staff report, which was when the Board approved the methodology for the cost analysis. Upon review of the information, staff determined the Board had not provided specific direction as to what to use for benchmarks. The June 26 staff report indicated staff would utilize the Public Health Uniform National Data Base System which is generated by NACCHO. The system is capable of generating data that provides results from areas with similar characteristics to Washoe County.

Ms. Heenan stated staff's goal is to attempt to locate as many measurement tools as possible to compare the District to other like agencies.

Mr. Dick noted the selection of AHS for the initial cost analysis may not have been the optimal way to start the process, as there were few benchmarks for Administration outside of NACCHO. Other organizations may have benchmark statistics for the other programs.

Mr. Dick suggested the Board consider whether staff should continue along the current path and determine if there is merit in the approach, or if it should be adjusted.

Chair Jung noted she appreciates goals but prefers them to be realistic. She reiterated her opinion that NACCHO benchmarks did not align with the composition of Washoe County. She opined that, considering budget limitations, the District does a good job for the citizens.

Dr. Hess suggested the benchmarks may indicate the District is out of balance and may need adjustments, but they also may indicate that things are fine. He reiterated statistics from similar counties could be located and utilized.

Ms. Heenan stated that if the Board accepted the direction introduced at the previous meeting, no motion was needed. Chair Jung emphasized the direction was fine, as long as the caveats were incorporated.

18. Acceptance of the January 2015 Nevada legislative session report and providing input and/or direction as DBOH may feel is appropriate.

Staff Representative: Mr. Dick

Mr. Dick stated this report was a continuation of Bill Draft Requests (BDR) that have been released since the last Board meeting. He noted it was a broad list of proposed bills that may have impact on the District or public health, but with less than a sentence description it was difficult to tell what the bill will be. Staff will be watching them and trimming the list down as the full language is provided and will continue to provide the information to the Board.

Mr. Dick noted some tracked BDRs had converted to Bills and staff is working with the County Legislative Liaison responding to Fiscal Note Requests. To date, he had no Bills to report that had any significant impacts on the District.

Chair Jung asked if there were staff members dedicated to this task. Mr. Dick stated Ms. Spinola is taking the lead on coordinating efforts, conducting the initial review of bills and BDRs, distributing the information to the Division Directors (DD) who provide comment, and entering the information into the Washoe County bill tracking system. Washoe Bills allows the District to review the position of other departments to assure that its position is in alignment with them, or to initiate discussion.

Mr. Dick explained the DDs and Supervisors will also be engaged in providing subject matter expert testimony and he has registered as a Lobbyist.

Chair Jung strongly urged him to work with the Washoe County Lobbyist and the contract Lobbyist. She stated she was fully committed to supporting emergency Board meetings as necessary. She felt a guiding statement or principles should be developed for the Board to adopt so that when staff cannot access the Board for direction, there is guidance available.

Additionally, Chair Jung stated she would support electing an official Liaison who would be the person from the Board that could be contacted at any time if there was a question about the Board's direction on a specific Bill. She requested an offline meeting with Mr. Dick or an item at the next meeting to establish the guidelines and policies so staff has the ability to make the decisions.

Mr. Dick stated he would be happy to have that discussion. He had met with Liane Lee, the County Legislative Liaison and Lobbyist, and they plan to coordinate closely so they can provide a united front at the Legislature.

Chair Jung urged Mr. Dick and staff to consider the best approach to potentially partisan issues and to utilize the Board members and their expertise.

Vice Chair Ratti pointed out the approach taken by Sparks City Council was to not get involved with everything but to take a strategic approach regarding the things that are most important. However, if something the District is working on has momentum and action by Sparks can help push it through, their lobbyist could likely assist. She opined Reno had a similar person and process. She requested the District utilize this assistance only for items of importance.

Chief Brown stated he had met with Mr. Dick and was pleased to hear of the networking planned for Legislative issues. He echoed Vice Chair Ratti's comments, noting that there would be a quite a number of associations working very hard in Carson City on different issues. He was happy to have received the combined list of BDRs and Bills being tracked and stated the information sharing would be continued.

Chair Jung explained she would be representing the County at a meeting of the Nevada Association of Counties and the Nevada League of Cities on January 22. The meeting was being convened to discuss the Legislative agenda and working towards unity of direction. Vice Chair Ratti stated she would be attending as well.

Chief Brown moved to accept the report. Dr. Novak seconded the motion which was approved six in favor and none against.

[Vice Chair Ratti left the meeting at 3:04 p.m.]

15. Presentation of significant findings of the Washoe County Community Health Needs Assessment

Staff Representative: Mr. Dick

Mr. Dick introduced the Community Health Needs Assessment (CNHA), which had been produced in cooperation with Renown. Contributions from the District, Renown, Washoe County Social Services and Schwab Bank had funded the project. The Nevada Public Health Foundation was the fiscal agent, and they had employed Heather Kerwin to compile the report. Mr. Dick introduced Ms. Kerwin and provided an overview of her achievement. He stated he appreciated everything she had done for the report.

Mr. Dick reviewed the Executive Summary of the CHNA through a Power Point presentation. (Attached Exhibit A). He explained more detailed information was available in the full report. It was hoped the report would be a resource that community organizations could use as documentation to support grant applications and demonstrate the community needs being addressed.

Mr. Dick noted the report had identified key issues and concerns that could initiate discussion regarding how they should be addressed and an improvement plan developed. The identified issues are complex social and health issues that will require cross-sector collaboration and coordination.

Mr. Dick explained the plan is to move from the CHNA into an engagement with other organizations and agencies to develop a Community Health Improvement Plan (CHIP). This will be implemented by the community at large, not just the Health District. The District will take a leadership role. A new position called Director of Projects and Programs has been created and is currently in recruitment, and the individual in the position will help coordinate that effort, as well as others. Additionally, a Steering Committee will be created to engage others in developing the plan.

Dr. Hess asked if the information received at the Healthy Community Conference had been consolidated. Mr. Dick stated the results of the CHNA had been presented at the conference. The 89502 zip code area had been highlighted. During the afternoon session, most of the participants remained and worked diligently in a facilitated exercise, discussing what they could do to address the needs of that area. The input has been compiled. Additionally, Mr. Dick has received correspondence from attendees that are already pursuing collaborative efforts initiated at the conference.

Mr. Dick noted he would be meeting with the Conference Planning Committee to discuss what project ideas came out of the conference, and they will establish a similar steering committee for the 89502 zip code to begin pilot projects. Funding has been located to support the projects. The media has expressed interest in continuing to follow the progression so they may keep the community apprised.

Dr. Hess passed out information about a community that had reversed their cardiovascular disease trend (Exhibit B). He suggested the District at some point should focus on the issue. He opined overcoming the issues brought out in the CHNA was a huge undertaking.

Mr. Dick agreed it was and stated he was pleased it had begun. He felt there had been a pent-up demand and people had been pleased the conference was held. The Federal Reserve Bank is

working in collaboration with the Robert Wood Johnson Foundation to establish funding for communities such as Washoe County to be used for planning efforts. More information is expected later in the year.

Chair Jung expressed her appreciation for the CHNA. A smaller assessment had been conducted previously that provided some direction towards health improvements for children in the community.

Chair Jung asked if the District was recouping Medicaid reimbursement. Mr. Dick explained the District was billing Medicaid for services provided. Chair Jung requested a report displaying the difference in revenue prior to and after the increase in Medicaid enrollment.

Chair Jung asked if the information contained in the CHNA would be customized and presented to agencies such as the Washoe County School District (WCSD) Board of Trustees, Food Bank of Northern Nevada and specialty courts such as Juvenile Justice, in the interest of gaining their involvement. Mr. Dick stated there would be presentations; a WCSD Board member is on the planning committee, and WCSD and the Food Bank had been participants in the planning segment of the conference.

Mr. Silverman stated some of the information in the presentation was disturbing and complex. He requested what level of confidence the Board could hold regarding the accuracy of the results, as that would drive action. Mr. Dick explained Ms. Kerwin had been extremely diligent while pulling together the supporting data. Citations, appendices and additional information are included and data that was questionable was not used.

Ms. Kerwin emphasized she had utilized measures that have been in existence for some time so they have been tested and will be available for comparison in the future. She extended an invitation to contact her regarding any questions. Mr. Silverman indicated he was not questioning her methods, noting it was challenging to get accurate data. Her statements had helped provide him with the confidence he needed.

Dr. Hess noted that 10-15 percent of information regarding cause of death is incorrect.

Chair Jung agreed with Mr. Silverman's comments, noting that some data is self-reported, providing the opportunity for outside influences to affect the content of the information that is provided.

19. Staff Reports and Program updates

A. Director, Air Quality Management

Ms. Albee had nothing to add. She welcomed the new members and offered her services and those of her staff if there were any questions.

B. Director, Community and Clinical Health Services

Mr. Kutz welcomed the new members and offered his time to meet with them to introduce him to his division.

Mr. Kutz explained that on February 9 a press conference would be held regarding Human Papillomavirus Free Nevada in partnership with Immunize Nevada.

C. Director, Environmental Health Services

Mr. Sack explained the new food regulations had been released to staff for internal review. Mr. Silverman has been participating in that process. The next steps will involve a public process that will culminate with the regulations coming to the Board for adoption.

EHS has worked with the Department of Wildlife to create a bear video highlighting the problems with bears and trash in the community. It will be made widely available.

D. Director, Epidemiology and Public Health Preparedness

Mr. Whitesides explained that since his report had been distributed, the EMS quarterly data report had been finalized.

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

Mr. Dick stated he had recently received the latest weekly influenza report and the levels of flu in the community are declining.

He noted that since his report had been finalized, he has had the chance to meet with both new Board members and looks forward to working with both of them.

20. Board Comment

Chair Jung stated she wanted to see implemented a means to ask clients if they had enough food to last them through the end of the month. If they did not, then to have the ability to offer them food coupons or referrals to other free food sources.

21. Emergency Items

None.

22. *Public Comment

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

23. Adjournment

At 3:48 p.m., Dr. Novak moved to adjourn. Mr. Silverman seconded the motion which was approved five 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 February 26, 2015.