

WASHOE COUNTY DISTRICT BOARD OF HEALTH MEETING
January 28, 2010

PRESENT: Mr. Matt Smith, Vice Chairman; George Furman, MD (arrived at 1:07 pm); Councilman Dan Gustin; Commissioner Kitty Jung (arrived at 1:10 pm); Amy Khan, MD; and Councilwoman Julia Ratti

ABSENT: Denis Humphreys, OD, Chairman

STAFF: Dr. Mary Anderson, District Health Officer; Eileen Coulombe, Administrative Health Services Officer; Mr. Bob Sack, Director, Environmental Health Services; Mr. Andrew Goodrich, Director, Air Quality Management; Dr. Randall Todd, Epidemiology and Public Health Preparedness; Mary-Ann Brown, Director, Community and Clinical Health Services; Patsy Buxton, Fiscal Compliance Officer; Stacey Akurosawa, Administrative Assistant II; Noel Bonderson, Air Quality Supervisor; Steve Fisher, Department Computer Application Specialist; Doug Coulter, PE, Senior Engineer; Jeff Whitesides, Public Health Preparedness Program Manager; Betsy Hambleton, Coordinator, Medical Reserve Corp Program; Bev Bayan, WIC Program Manager; Judy Davis, Public Information Officer; Jessica Cabrales, Office Assistant; Jennifer Hadayia, Public Health Program Manager; Jeff Jeppson, Vector-Borne Diseases Specialist; Janet Smith, Recording Secretary and Leslie Admirand, Deputy District Attorney

At 1:05 pm, Vice Chairman Smith called the Washoe County District Board of Health meeting to order, followed by the Pledge of Allegiance led by Dr. Amy Khan, District Board of Health member.

ROLL CALL

Roll call was taken and a quorum noted. Mrs. Janet Smith, Recording Secretary, advised that Chairman Humphreys is excused.

PUBLIC COMMENT

No public comment was presented.

APPROVAL/ADDITIONS – AGENDA – JANUARY 28, 2010

Vice Chairman Smith advised that item 12. Re-Appointment of Mr. Ronald Anderson to the Sewage, Wastewater and Sanitation Hearing Board; and item 13. Appointment of Mr. Andrew Sato to the Air Pollution Control Hearing Board, will be considered after the consent agenda items.

**MOTION: Ms. Ratti moved, seconded by Dr. Khan, that the agenda for the District Board of Health January 28, 2010 meeting be approved as amended.
Motion carried unanimously.**

APPROVAL/ADDITIONS/CORRECTIONS – MINUTES – STRATEGIC PLANNING SESSION – OCTOBER 8, 2009 AND MEETING OF DECEMBER 17, 2009

Vice Chairman Smith called for any additions, deletions or corrections to the minutes of the District Board of Health's Strategic Planning Session of October 8, 2009; and the regular monthly meeting of December 17, 2009.

**MOTION: Ms. Ratti moved, seconded by Mr. Gustin, that the minutes of the District Board of Health's October 8, 2009 Strategic Planning Session; and the regular monthly meeting of December 17, 2009, be approved as received.
Motion carried unanimously.**

RECOGNITIONS

Mr. Jeff Whitesides, Public Health Preparedness Program Manager, introduced Ms. Betsy Hambleton, advising that Ms. Hambleton is the new Coordinator, Medical Reserve Corps Program with the Epidemiology and Public Health Preparedness Division. Mr. Whitesides stated that Ms. Hambleton served as a MRC volunteer prior to assuming the MRC Coordinator position and worked at the H1N1 Clinics.

Vice Chairman Smith and Dr. Mary Anderson, District Health Officer, presented Certificates of Recognition to Ms. Jessica Cabrales for 5 Years-of-Service.

CONSENT AGENDA – BUDGET AMENDMENTS/INTERLOCAL AGREEMENTS

The Board was advised that Staff recommends **retroactive approval** of the **District Health Officer's acceptance** of the **Subgrant Amendment #1** from the **Nevada State Health Division** in

the amount of **\$585,283** in support of the **Public Health Preparedness H1N1 Focus Area 1 Grant Program, IO 10780** for the period of July 31, 2009 through July 30, 2010.

The Board was advised that Staff recommends **retroactive approval** of the **District Health Officer's acceptance** of the **Notice of Subgrant Award** from the **Nevada State Health Division**, in the amount of **\$58,000** in support of the **Maternal and Child Health (MCH) Program** for the period of January 1, 2010 through June 30, 2010; **approval of amendments totaling an increase of \$50,000** in both revenue and expense to the **FY 10 MCH Federal Grant Program, IO 10828**; and **approval of amendments totaling an increase of \$8,000** in both revenue and expense to the **MCH State Grant Program, IO 10007**, to bring the FY 10 adopted budget into alignment with the grant.

The Board was advised that Staff recommends **retroactive approval** of the **District Health Officer's acceptance** of the **Subgrant Amendment #1**, in the amount of **\$1,052,883** in support of the **Public Health Preparedness H1N1 Phase 3 Grant Program, IO 10782**, for the period of July 31, 2009 through July 30, 2010.

The Board was advised that Staff recommends **ratification** of an **Interlocal Contract** between the **State of Nevada, Department of Health and Human Services, Health Division** and the **Washoe County Health District**, in the **total amount of \$93,504 (\$46,752 annually)** in support of the **HIV Prevention Fiscal Agent Program**, for the period of January 1, 2010 through December 31, 2011, contingent upon the approval of the Washoe County Risk Manager and the District Attorney; **approval of amendments totaling an increase of \$14,713** in both revenue and expense to the **HIV Fiscal Agent Grant Program, IO 10187**; and **approval of amendments totaling a decrease of \$14,713** in both revenue and expense to the **HIV Prevention Grant Program, IO 10013** to bring the FY 10 adopted budgets into alignment with the grants.

The Board was advised that Staff recommends **approval** of the **Notice of Subgrant Award** from the **Nevada State Health Division** in the amount of **\$115,022** in support of the **Sexually Transmitted Disease (STD) Program** for the period of January 1, 2010 through December 31, 2010.

The Board was advised that Staff recommends **approval** of the **Subgrant Award** from the **Nevada Department of Health and Human Services, Health Division** in the amount of **\$69,606** in support of the **Tuberculosis Centers for Disease Control and Prevention (CDC) Grant Program (IN 10016)** for the period of January 1, 2010 through December 31, 2010.

The Board was advised that Staff recommends **approval** of the **Notice of Subgrant Award** from the **Nevada State Health Division** in the amount of **\$53,000** in support of the **Assistant Secretary for Preparedness and Response (ASPR) H1N1 Grant Program, IO TBA**, for the period of July 31, 2009 through July 30, 2010; and **approval** of **amendments totaling an increase of \$53,000** in both revenue and expense to the **FY 10 ASPR H1N1 Grant Program budget**.

The Board was advised that Staff recommends **approval** of the **Notice of Subgrant Award** from the **Nevada State Health Division** in the amount of **\$79,634** in support of the **HIV Surveillance Program**, for the period of January 1, 2010 through December 31, 2010.

MOTION: Dr. Khan moved, seconded by Mr. Gustin, that the retroactive approval of the District Health Officer's acceptance of the Subgrant Amendments #1; and the Notice of Subgrant Award, with the corresponding budget amendments; be approved as submitted; that the Interlocal Contract; the Notice of Subgrant Awards, with the corresponding budget amendments, be approved and the Vice Chairman be authorized to execute on behalf of the Board where applicable.
Motion carried unanimously.

CONSENT AGENDA – DONATION

The Board was advised that Staff recommends approval of the donation of \$3,360 from Catholic Healthcare West for the Washoe County Immunization Program, specifically for participation in providing seasonal influenza vaccinations to the at risk population of Washoe County on the *Kids to Senior Korner Van*.

MOTION: Dr. Khan moved, seconded by Mr. Gustin, that the donation, in the amount of \$3,360 for the Washoe County Health District's Immunization Program, be accepted as presented.
Motion was carried.

RE-APPOINTMENT – MR. RON ANDERSON, PE – SEWAGE, WASTEWATER AND SANITATION HEARING BOARD

Mr. Doug Coulter, PE, Senior Registered Engineer, advised that Staff recommends the Board re-appoint Mr. Ronald Anderson, PE, to the Sewage, Wastewater and Sanitation (SWS) Hearing Board for a three (3) year term, serving from January 28, 2010 through January 28, 2013.

MOTION: Mr. Gustin moved, seconded by Ms. Jung, that Mr. Ronald Anderson, PE, be re-appointed to the Sewage, Wastewater and Sanitation Hearing Board

for a three (3) year term, serving from January 28, 2010 through January 28, 2013.

Motion carried unanimously.

APPOINTMENT – MR. ANDREW SATO – AIR POLLUTION CONTROL HEARING BOARD

Mr. Noel Bonderson, Air Quality Supervisor, advised that Staff recommends the Board appoint Mr. Andrew Sato, President of Sato Environmental Consultants, Inc., to the at-large position on the Air Pollution Control Hearing Board for a three (3) year term, serving from January 28, 2010 through January 28, 2013. Mr. Bonderson stated that Mr. Sato "should be an outstanding asset to the Hearing Board."

MOTION: Dr. Khan moved, seconded by Mr. Gustin, that Mr. Andrew Sato be appointed to the at-large position on the Air Pollution Control Hearing Board, for a three (3) year term, serving from January 28, 2010 through January 18, 2013.

Motion carried unanimously.

REGIONAL EMERGENCY MEDICAL SERVICES AUTHORITY

A. Review and Acceptance of the Operational and Financial Report – November and December 2009

Mr. Patrick Smith, President, REMSA, advised that the Board members have been provided with a copy of the November 2009 Operations and Financial Report; that the emergency response time for life-threatening calls in November was 93% and 96% for non-life threatening calls, with an overall average response time of six minutes and three seconds (6:03); and an overall average travel time of four minutes and fifty-eight seconds (4:58). Mr. Smith advised that the monthly average bill for air ambulance service for November 2009 was \$6,690, with a year-to-date average of \$6,989. Mr. Smith advised that the monthly average bill for ground ambulance service for November 2009 was \$945, with a year-to-date average of \$945.

Mr. Smith advised that the Board members have been provided with a copy of the December 2009 Operations and Financial Report; that the emergency response time for life-threatening calls in December was 92% and 91% for non-life threatening calls, with an overall average response time of six minutes and fifty-four seconds (6:54); and an overall average travel time of five minutes and forty-seven seconds (5:47). Mr. Smith advised that the monthly average bill for air ambulance service for December 2009 was \$5,977, with a year-to-date average of \$6,889. Mr. Smith advised

that the monthly average bill for ground ambulance service for December 2009 was \$944, with a year-to-date average of \$944.

MOTION: Dr. Khan moved, seconded by Mr. Gustin, that the REMSA Operational and Financial Reports for November and December 2009 be accepted as presented.

Motion carried unanimously.

B. Update of REMSA's Community Activities Since December 2009

Mr. Smith stated that at the November meeting he advised the Board of REMSA being contacted by the Department of Defense (DOD) and the Pentagon regarding the five (5) REMSA Paramedics, who serve in the National Air Guard, having the "highest save rate of all the Air Guard units, while stationed in Afghanistan." Mr. Smith stated that these discussions have been regarding REMSA providing training for all medical Air Guard units regarding utilizing REMSA's medical protocols. Mr. Smith stated that three (3) of those five (5) Paramedics are present, introducing Sergeant Steve Parks; Sergeant Nick Hammond; and Specialist Mike Roen. Mr. Smith stated that these are the same individuals "who take care of the people of this community everyday; that they are to be commended"; that it was because of their performance that REMSA is "known by the DOD and the Pentagon."

Mr. Smith stated that REMSA worked with the Health District during the flu season, which has not been as bad as was anticipated due to the "push for inoculations" in the community by several agencies, including REMSA, the Health District, the hospitals, etc. Mr. Smith stated REMSA "has completed its role in providing immunizations; that REMSA provided 827 immunizations, including REMSA's partnering agencies within the community. Mr. Smith stated that REMSA provided "an extra week of immunizations, immunizing 230 homebound individuals who do not have the capabilities of getting to a community clinic; that REMSA provided seasonal influenza vaccinations, the H1N1 vaccinations and pneumococcal vaccinations. Mr. Smith stated that part of REMSA's mission in addition to "practicing medicine is public health."

Mr. Smith stated that recently the Care Flight helicopter "experienced a 'hard landing' at the Renown ground helipad"; that all aboard are "fine; that the helicopter is in Texas for an evaluation." Mr. Smith described the incident, advising that this resulted in structural damage to the tail rotor and skids; that this helicopter had been refurbished for "upgrading and safety features, including new 20-G crash absorbing seats, which took the bulk of the G-force in the hard landing."

In response to Dr. Khan regarding the increased response and travel times during the month of December as compared to November and previous months, Mr. Smith stated it was weather

related; that it is important to arrive on-scene not only as "quickly as possible but as safely as possible."

Dr. Khan stated that she commends REMSA for offering both the seasonal and H1N1 immunizations; that she appreciates REMSA providing the pneumococcal vaccine also, as "that is one which 'under recognized' in terms of its importance."

REVIEW – ACCEPTANCE – MONTHLY PUBLIC HEALTH FUND REVENUE & EXPENDITURE –
DECEMBER 2009

Ms. Eileen Coulombe, Administrative Health Services Officer, advised that the Board members have been provided with a copy of the Health Fund Revenue report for the month of December 2009. Ms. Coulombe reviewed the Report in detail, advising that contractual wages, in the amount of \$34,693.95 are "primarily in Vector and H1N1"; that it was necessary to contract for the services of a former staff Epidemiologist for assistance and an individual for the significant amount of data entry; that these are budgeted items. Ms. Coulombe stated that Staff recommends the Board accept the Report as presented.

In response to Mr. Gustin regarding the expenditures of "software maintenance", Ms. Coulombe stated that "in balancing its budget, the Tech Services Division, after the Health District's budget activity was 'closed', required other Departments to pay for the software licenses and the maintenance fees, which had to be absorbed in the [Health District's] budget." Ms. Coulombe stated that Staff will be conferring with the Tech Services Division to determine if the Health District will again be required to pay for those costs; that Staff anticipates it will have to adjust the budget to pay these costs.

In response to Mr. Gustin regarding "equipment and non-capital" expenses "all exceed the budget and are higher than anticipated in most Divisions", Ms. Coulombe advised that in considering equipment purchases it is necessary to ensure sufficient capital authority; that there is "operating equipment versus capital equipment"; that the District has the authority to "overspend operating line items"; however, the District "cannot spend in the capital line item unless there is the appropriations and the authority; that totaled together it balances out."

In response to Mr. Gustin regarding the "overtime budget and where the overtime occurred", Ms. Coulombe stated that Administration was at 80% for overtime; that this is a result of vacant positions and "work which has to be completed." Ms. Coulombe stated that Staff is only allowed to

accrue 240 hours of compensatory time, after which the individual must be paid cash for overtime; that these individuals "are maxed out on compensatory hours." In response to Mr. Gustin regarding compensatory time, Ms. Coulombe stated that when overtime is required an employee, by contract, has the choice of "taking compensatory time or being paid for the time"; however, as she advised, when an employee has 240 hours of compensatory time on the books the employee is paid cash for any overtime. Ms. Coulombe advised that the Air Quality Management Division incurred "no overtime"; that the CCHS Division was at 198%; however, this is due to a number of "CCHS Staff members being maxed out on compensatory time"; that another factor is "client services." Ms. Coulombe stated that when a Staff member is with a client it is not possible to end the client visit because the Staff member's work day is over ~ the client visit has to be completed. Ms. Coulombe stated that "some of the grants do provide appropriations for overtime for a number of the deliverables." Ms. Coulombe advised that the Environmental Health Services Division was "at 52%, which is correct for this time"; and EPHP was at approximately 15%. Ms. Coulombe advised that the finance team has received "an overtime report, which will be reviewed with the Division Directors."

In response to Mr. Gustin regarding "the cost of repairs and maintenance being greater than the amount budgeted", Ms. Coulombe advised that Staff will investigate this further; however, typically it isn't possible to "plan for the equipment to break"; therefore, historically, the amount budgeted has remained minimal. Ms. Coulombe stated that during the next two (2) weeks of budget preparation, Staff will review each of these line items; that she can report back to the Board regarding this question.

In response to Mr. Gustin, Ms. Mary-Ann Brown, Director, Community and Clinical Health Services, advised that the "exceedance of repairs and maintenance within the CCHS Division includes the negative pressure rooms for the Tuberculosis (TB) clinic." Ms. Brown advised that grant funding was re-directed to ensure compliance with the requirements for "negative air pressure rooms", as the rooms were "out of compliance for a period of time." Ms. Brown stated during that time it was necessary to conduct "mitigated environmental controls for the employees, as this was a significant liability issue." Ms. Brown stated that Staff is "luckily Staff was able to use grant dollars" to correct the problem' that "facilities management did an excellent jobs in re-doing the windows to achieve the negative pressure compliance in those rooms." Ms. Brown stated that this project was achieved at a cost, which was substantially less than what was estimated by the engineers.

In response to Ms. Jung regarding the "overtime and maximum compensatory hours", Ms. Coulombe stated the contract with the employees associations stipulate that managers can determine the need for overtime; however, it is the choice of the employee regarding "whether to request compensatory time or cash payment." Ms. Coulombe stated that 240 hours of compensatory time is the maximum allowed.

MOTION: Mr. Gustin moved, seconded by Ms. Jung, that the District Health Department's Revenue and Expenditure Report for December 2009, with Staff's explanations, be accepted as presented.
Motion carried unanimously.

PRESENTATION – FISCAL YEAR 2011 BUDGET UPDATE

Ms. Coulombe advised that the Board members have been provided with a copy of the January 22, 2010, "Status Report and Direction to Staff on Fiscal Year 2010/11 Budget", presented to the Board of County Commissioners from Mr. John Sherman, Director, Washoe County Finance, through Ms. Katy Simon, Washoe County Manager (a copy of which was placed on file for the record.) Ms. Coulombe advised that the Board members have also been provided with a copy of Mr. Sherman's power point presentation to the Board of County Commissioners (a copy of which was placed on file for the record.)

Ms. Coulombe advised the report "recommends actions to close the anticipated General Fund deficit, in the amount of \$24.7 million for FY 11." Ms. Coulombe advised that the Board of County Commissioners did "approve for Departments to commence planning based upon these documents to close the structural deficit."

Ms. Coulombe advised that the Board of County Commissioners have established three (3) goals for sustainability: 1) maintain service levels to the extent possible; 2) maximize employment; and 3) to achieve sustainable labor costs. Ms. Coulombe stated that last year the County implemented reductions through "a tiered system", with the Health District being within the "88% funding level." Ms. Coulombe stated that rather than "having it all be departmental reductions" the County is considering the three-point strategy as presented: 1) sustainable labor cost plan by proposing a reduction of \$11.4 million ; 2) Departmental reductions in the amount of \$7.8 million; and 3) redirection of restricted revenues and reserves to increase revenues by \$5.75 million.

Ms. Coulombe stated that Attachment A (last page) of Mr. Sherman's report delineates the "Recommended Department Initial Funding Levels and Reduction Targets for Fiscal Year 2010/11"; that the "reduction target" for the Health District "in the second tier is 3%, which equates to \$253,000." Ms. Coulombe stated that the tier groupings "remain the same; however, the adjustment have different values." Ms. Coulombe stated that the tier groupings are at 2%; 3%, which includes the Health District; 4% and 5%; that the "initial amount for planning" reduction target is \$253,000 from the General Fund. Ms. Coulombe stated that the Health District does have "obligations of resources associated with the grants and revenues, etc., which have to be

addressed." Ms. Coulombe stated the Vector-Borne Diseases Prevention Program (IO 172101) budget, which is supported by the half cent property tax is \$350,000; however, the Program has historically expended approximately \$100,000 annually; therefore, the Health District has requested that Mr. Darin Conforti, the Health Department's Fiscal Analyst, review this fund to determine if the Health District "can maintain that resource." Ms. Coulombe stated that all "of this is part of the planning process, which is just commencing."

Ms. Coulombe stated that "the County is being very flexible regarding positions should it become necessary to implement reclassifications, re-tool or re-sort positions"; that the Health District will be utilizing the "Organizational Optimization Plan, which was adopted by the Board in 2007, as the 'source document'." Ms. Coulombe stated the Organizational Optimization Plan was developed to implement a strategic reorganization to address the budget shortfall versus the short-term approach of continuous use of vacancy savings. Ms. Coulombe stated that during the Strategic Retreat the Board discussed the efforts of the Structural Review Team (SRT), which had reviewed program mandates; service levels, goals; performance measures; program drivers; activities; historical funding levels; and conducted a "Strength, Weaknesses, Opportunities and Threats (SWOT)" analysis program by program.

Ms. Coulombe acknowledged "the Board of Health's proactive approach in adopting the FY 10 budget; that the Health District's internal financial team recommended the Board "retain a minimum ending fund balance of \$200,000, which the Board did." Ms. Coulombe stated that "by the Board of Health retaining the actual adopted budget of \$258,000 as the ending fund balance for this fiscal year, demonstrated fiscal prudence in the management of the funds, which are in the custody of the Board of Health." Ms. Coulombe stated Staff thanks the Board for this, "as it places [the Health District] in a much better position for where the District is now."

Ms. Coulombe stated that next week the financial team will begin meeting with the Division Directors and program managers to review budgets "line item by line item". Ms. Coulombe stated that the Division Directors have been provided direction to consider "it as a base budget/a zero-base", advising the financial team "of the assumptions of each one of the line items."

Ms. Coulombe advised that the Board of Health's FY 11 Budget meeting is scheduled for Thursday, March 4, 2010, beginning at 1:00pm. Ms. Coulombe advised that in accordance with the requirements of the Interlocal Agreement, Staff is in the process of scheduling the meeting with the Cities and County Manager to present the Health District's annual budget; that Staff will provide the Board with any comments presented by the Managers during that meeting.

Ms. Coulombe stated that the County has revised the original budget calendar, which was provided to the Board members; that the new deadline for submission of the proposed FY 11 Budget is March 15, 2010. Ms. Coulombe stated that Dr. Anderson will present the Health District's budget to the Board of County Commissioners on either March 29th; April 5th or April 12th. In response to Dr. Anderson, Ms. Coulombe stated that Staff will schedule the Health District's presentation for Monday, April 5th. Ms. Coulombe stated that in accordance with *Nevada Revised Statute* (NRS) the tentative budget must be filed by April 15th; that the final budget must be filed by June 1st. Ms. Coulombe stated that Staff will keep the Board apprised.

Ms. Jung stated the County's "1-3 sustainability goals are in ranking order, although that isn't reflected in the staff report; that she would request the rankings be taken into consideration" when the Health District is determining "what those 3 sustainability goals are, the ranking order and how those correlate to how the Health District proposes its budget." Ms. Jung directed Ms. Coulombe to request that Mr. Conforti demonstrate "how to use the County's assumption program he developed allowing the Health District to enter their own numbers"; that County is developing "a five (5) year plan, as employee layoffs is not a sustainable solution." Ms. Jung stated that the County is attempting to revise "a structural deficit that is being anticipated based upon lack of property tax revenue; lack of sales tax revenues, and many other issues, which are anticipated, particularly with the upcoming new Special Session of the Legislature."

In response to Ms. Jung, Ms. Coulombe stated that Mr. Conforti is the analyst assigned to the Health District; that Staff met with him preliminary on Thursday; that she will discuss this issue with him.

In response to Dr. Anderson regarding the "rankings of the three goals", Ms. Jung stated the order in which the goals are listed: 1) Maintain Service Levels; 2) Maximize Employment; and 3) Achieve Sustainable Labor Costs, are in ranking order as agreed upon by the County Commissioners.

The Board thanked Ms. Coulombe for the update.

UPDATE – DISTRICT BOARD OF HEALTH MARKETING COMMITTEE

Dr. Furman stated the District Board of Health's Marketing Committee met on December 3, 2009; that attending were Dr. Anderson, the Division Directors and the Public Information Officers; that "it was a very good meeting and the people attending had some very good ideas."

Dr. Furman stated that the discussion was in regard to a website, which utilizes 'questionable language for marketing and has collaborations with other groups, which also engage in questionable marketing practices.' Dr. Furman stated that this site "has strayed a bit from Washoe County marketing recommendations; the recommendations of the District Board of Health; and members of the Health District; that examples of this issue are 'the Tobacco Program' website(s) and one (1) for the Sexually Transmitted Disease (STD) Program." Dr. Furman stated one agency STD website, with which the Health District collaborates, "uses a homophone for a vulgarism that is utilized on thousands of websites; however, these are words that should not be used."

Dr. Furman stated he introduced possible recommendations, which are more restrictive than the recommendations presented at the November 17, 2009 meeting of the Information Technology Standards Committee (ITSC) for the County's social media policy. Dr. Furman stated that "this issue is not going to go away; that the Health District continues to work on this situation."

Mr. Gustin stated that, as Dr. Furman indicated, there was good dialogue in the meeting among Staff and Committee members as to how messages are disseminated among the audience "being reached; how we are reaching them and how to make that successful." Mr. Gustin stated "there were good points made on each side of the issue"; that the concern of the Committee members and Staff is that "it is not the intent to promote or condone these examples of how the Health District approaches and talks to these [target] audiences." Mr. Gustin stated that there was discussion regarding sites linking to the Health District without the Health District's knowledge; that it is difficult to become aware of "all the sites which may be doing this." Mr. Gustin stated the intent is "to raise the awareness of what is occurring and stipulating that it is necessary to scrutinize all those messages that are being delivered, in whatever form, and try to stay away from those which do not present the District's best deliverable message in an approved method." Mr. Gustin stated that the Committee members acknowledged "the futility of Staff members attempting to 'battle these insurgents' linking to the Health District on various websites." Mr. Gustin stated that, as members of the Marketing Committee, he and Dr. Furman "thought this was being accepted as the status quo; however, that is not what the District or Staff intends"; therefore, the discussion was "to take whatever steps possible when alerted to something, which is less than desirable", and links itself to the Health District "in an attempt to legitimize their efforts."

Ms. Ratti she understands "attempting to avoid vulgarities" associated with the Health District; however, she would have concerns regarding the recommendation "to be more restrictive than the County's overall social media policy."

In response to Ms. Ratti, Mr. Gustin stated "the intent is not necessarily to be more restrictive; however, current efforts fall short in maintaining the social media policy that the County has." Mr.

Gustin stated "the invasion of these other messages would not be put forth by the County." Mr. Gustin stated that, as a Board of Health member, he has received telephone inquiries regarding "whether these were messages the Health District was promoting."

Ms. Ratti questioned if "these were messages on the Health District sites or were on sites which linked to the Health District."

In response to Ms. Ratti, Mr. Gustin stated that the majority of questionable sites "linked to the Health District's site; that it wasn't something created by the Health District; that the one discussed is one to which the Health District was linked."

Ms. Ratti stated that her concern "is overreacting"; that in the public health arena "it makes sense to have the message reach the audience you want to reach and what's the right message for the right audience." Ms. Ratti stated that in these instances "it would make sense to have 'an edgier' message"; therefore, she would be concerned about "taking away the ability to reach certain audiences if what this is, is a 'linking' problem."

In response to Ms. Ratti, Mr. Gustin stated he understands Ms. Ratti's concern; however, "he doesn't think that is what is being recommended"; that being associated with "a site that promotes 'sex with men with boys', there is no way that that is palatable." In response to Ms. Ratti regarding the Health District "allowing these links", Mr. Gustin stated "it isn't anything which the Health District has allowed"; that it is a website which has linked itself to the Health District. Mr. Gustin stated that the intent is "to avoid any perception, at all, that the Washoe County District Board of Health thinks this is legitimate at all." Mr. Gustin stated that the discussion was in regard "to being vigilant as to who is linking to the Health District website and the [telephone] numbers listed and where those numbers lead."

Ms. Ratti stated that the intent "then is to be more pro-active in implementing the current policy."

Dr. Furman stated that "his proposal goes a 'little further' than that"; that he "suggested the Health District not participate in a collaboration with some of these organizations, which participate in vulgarisms, and obscenities." Dr. Furman stated that "this is a very bad situation; that these words are used in pornography, including gay pornography"; that he, too, has received comments from people regarding the 'message(s) being sent that are linked to the Health District.' Dr. Furman stated neither the "Health District nor the Board of Health can be tainted by such messages." Dr. Furman stated "that something must be done to ensure people know this isn't us." Dr. Furman

stated that the recommendations the County is considering don't include provisions for these issues "which extend beyond common marketing situations, beyond what any other local board of health would do to endorse this type of language."

Mr. Gustin referred to the draft of the Marketing Committee minutes, advising that he had stated "Committee members understand Staff's efforts; that there is the reality of what the CCHS Division is attempting to achieve and the Board's responsibility of protecting the image of the Health District as could be perceived by the public."

In response to Ms. Ratti regarding "not having a copy of those minutes", Mrs. Smith advised that Mr. Gustin referenced "the draft of the minutes; that the Board members will all receive a copy after the minutes have been reviewed."

Ms. Ratti stated she understands "not tolerating vulgarities or indecent materials"; that, as "someone who has not seen the contents of the site", the challenge is "defining the vulgarities or indecent materials or what some perceive to be offensive." Ms. Ratti stated that she would require additional information prior to making a determination on "any proposal." Ms. Ratti questioned if Dr. Furman's proposal is "to discontinue collaboration with the non-profit community organizations."

In response to Ms. Ratti, Dr. Furman stated that if the sites, "some of which are supported by the Health District", contain pornography, vulgarisms or obscenities, he would recommend "discontinuing association" with those organizations.

Ms. Ratti stated that "the Health District receives tremendous community value through collaborating with non-profit organizations in the long-term on a variety of issues"; therefore, she would be concerned regarding "abruptly stopping collaborating with some non-profit organizations without a lot more information."

Dr. Furman stated he agrees with Ms. Ratti "100% regarding the benefits of collaborating with non-profit organizations"; that he is not opposed to "collaboration in the least"; however, "if what it takes is not collaborating with an organization, which has "crossed the line, then that is what should be considered." Dr. Furman stated that the "details of these sites should be presented to the Board, as it is up to the Board to decide these matters, as these are difficult matters"; that he isn't attempting to make this decision; however, the Board "has to do something to take this into consideration." Dr. Furman stated he is "hoping Staff will have a proposal soon, preferably prior to the meetings for the funding [of these programs] for the coming year." Dr. Furman stated that

these issues can affect the amount of money that will be awarded to the Health District; that members of the Board of Health and Staff are concerned about this.

Mr. Gustin stated he "totally agrees" with Dr. Furman; that he and Dr. Furman are not recommending anything extreme, and while he understands Ms. Ratti is "being precautionary", it is necessary to question "if the titillation is effective to that audience." Mr. Gustin stated that "social media is so new"; however, "it is invading everyone's privacy"; that he would question "how the Health District aligns itself with non-profit organizations, which are in business to do the right thing but it does not 'fit' the image of the Health District and how it will affect us; that that is what has to be considered."

Dr. Anderson stated that "one of the chief challenges is aligning the Health District's mission of trying to prevent the transmission of sexually transmitted disease, which results in some of this material 'being in the border zone or going over the border' of what would be considered in good taste." Dr. Anderson stated it is a challenge "to find a message that attracts the clients to whom you wish to avail themselves for testing; that this is where some of these messages became a problem." Dr. Anderson stated there is "one (1) particular number" for people to call, which is a telephone number identified with the District Health Department to schedule HIV testing; that this particular link did result in "a lot of individuals calling in." Dr. Anderson stated that "the placement of the telephone number appears to condone the contents of the site, which is what caused the controversy of the site." Dr. Anderson stated the goal is to achieve a compromise between "addressing a population, which could be disenfranchised, while doing the work as public health professionals in getting people tested without creating an image which is unsavory for the Board of Health and Staff members." Dr. Anderson stated "that that is a balancing act." Dr. Anderson stated that the minutes of the Marketing Committee meeting will be presented at the February meeting.

STAFF REPORTS AND PROGRAM UPDATES

A. Director – Epidemiology and Public Health Preparedness

Dr. Randall Todd, Director, Epidemiology and Public Health Preparedness, presented his monthly Division Director's Report, a copy of which was placed on file for the record.

In response to Mr. Gustin regarding the County's reversal of policy for volunteers, Dr. Todd stated that the Health District "has not lost" any Medical Reserve Corps (MRC) volunteers "yet" due to the change in policy. Dr. Todd stated the County's Volunteer Task Force had verbally advised Staff

that "volunteers would receive coverage through Workman's Compensation should any injury occur while in the process of volunteering." Dr. Todd stated that this decision was reversed during a meeting in December of that Task Force. Dr. Todd stated that "it placed Staff in the awkward position of having to advise the 150 volunteers, who had been told they would have coverage that they now would not." Dr. Todd stated that of further concern is the "County appears to be veering to including additional requirements for volunteers"; that MRC volunteers are already required to attend "several hours of Incident Command System (ICS) training allowing them to integrate into the response system." Dr. Todd stated that the County is currently considering requiring volunteers to attend the Workplace Violence and the Sexual Harassment Training, which are trainings regular County employees must attend. Dr. Todd stated that "these are trainings which are only offered during the work day", which could be onerous for "a nurse who worked a full shift at a hospital, and then worked an H1N1 clinic, to then request he/she spend half of a day in training."

Dr. Todd stated that he reviewed these concerns with the Washoe County Director of Human Resources (HR) yesterday; that the issue of not providing Workman's Compensation is "terribly concerning." In response to Mr. Gustin regarding the number of claims submitted by volunteers in the last three (3) years, Dr. Todd stated that "to his knowledge he is not aware of any." Dr. Todd stated he did discuss with HR "that the County self-insures for Worker's Compensation; that from an actuary standpoint the more people you have the greater the risk"; however, "the County has actually downsized a considerable number of employees." Dr. Todd stated that "this number has not been replaced with volunteers on an 'hour-per-hour basis'; therefore, actuarially they are still ahead 'net' cost-wise should the County decide to provide coverage for the volunteers." Dr. Todd reviewed possible incidents which could occur (i.e., slipping/falling on the ice/snow; needle stick, etc.), and the volunteer would not be provided coverage; therefore, the volunteer would not be provided the same medical coverage at Concentra as a regular employee would receive. Dr. Todd stated that the Washoe County HR Director "now has a better sense of these concerns"; however, it is not known what the final determination will be.

Mr. Gustin stated that it may be necessary to agendize this issue for discussion.

In response to Ms. Jung regarding when this decision was made, Dr. Todd stated that he was advised of it in December; that he is "not sure who made the decision." In response to Ms. Jung regarding agendizing this issue for the Board of County Commissioners, Dr. Todd stated that that might be a consideration.

Dr. Khan stated that she "is aware of the considerable number of volunteers" involved in the H1N1 clinics; that she would question if one of the volunteers would have received medical coverage had there been a problem.

In response to Dr. Khan, Dr. Todd stated the attorneys for the Task Force had no objections to providing medical coverage for volunteers; however, the Risk Management consultant, correctly advised that the provision of coverage would require approval by the Board of County Commissioners. Dr. Todd stated that *Nevada Revised Statute* (NRS) requires coverage be provided for volunteers for law enforcement and fire protection; however, coverage for volunteers who report to a district health officer is optional. Dr. Todd stated that the "Board of County Commissioners has not taken action to do this"; that perhaps it should be an item for the Board of County Commissioners consideration. Dr. Todd stated that he is aware there is concern "the County would be assuming excessive risk"; however, as he advised Mr. Gustin "the risk has been minuscule." Dr. Todd stated that of additional concern is language within the agreement, which stipulates that should a volunteer "do something, even at the direction of Staff, resulting in action against the County, that volunteer must utilize personal resources to defend the County." Dr. Todd stated that medical volunteers are "very loathe to executing such a document, as sometimes doing the 'right thing' in medicine can still result in litigation."

In response to Dr. Khan regarding "the number of volunteers who contributed to the success of either the seasonal or the H1N1 clinics", Dr. Todd advised that he "does not have an exact final number of volunteers"; however, "mid-way through the H1N1 clinics the MRC volunteers had worked approximately 260 man hours." Dr. Todd stated that currently the demand for the vaccine has diminished dramatically, while the vaccine supply has increased substantially, therefore, Staff is not utilizing the services of the volunteers. Dr. Todd stated that currently approximately 100-400 immunizations are being administered daily through the clinics; that the District is utilizing paid temporary staff and Health District Staff to provide these services. Dr. Todd stated that if the demand for the vaccine was as great as it was the in fall and beginning of winter it would be necessary to utilize the services of the MRC volunteers. Dr. Todd stated that the Sheriff's Community Emergency Response Team (CERT) members were "tremendously helpful" during the POD and H1N1 clinics; however, there isn't this issue as those volunteers report to the Sheriff.

Dr. Todd stated that during the POD events Staff had the assistance of Rotarians; however, those volunteers were not asked to sign a volunteer agreement as that organization has its own insurance and were functioning "as volunteers at a Rotary event." Dr. Todd stated that there are groups of volunteers (Rotarians, CERT, ARES and MRC) who provided numerous hours of support.

Ms. Jung stated that "perhaps the Health District's proposed budget to the Board of County Commissioners and Human Resources should reflect what it would cost to hire people full-time, who would then be covered by the insurance."

The Board thanked Dr. Todd for the update.

B. Director – Community and Clinical Health Services

Ms. Mary-Ann Brown, Director, Community and Clinical Health Services, presented her monthly Division Director's Report, a copy of which was placed on file for the record.

C. Director – Environmental Health Services

Mr. Bob Sack, Director, Environmental Health Services, presented his monthly Division Director's Report, a copy of which was placed on file for the record.

D. Director – Air Quality Management

Mr. Andrew Goodrich, Director, Air Quality Management, presented his monthly Division Director's Report, a copy of which was placed on file for the record.

Mr. Goodrich advised that for the last two (2) weeks in December and the first week of January the Health District experienced "very stable, low temperature inversions in the valley resulting in several measurable exceedances" of the National Ambient Air Quality Standards (NAAQS) for Particulate Matter (PM_{2.5}). Mr. Goodrich advised that this data will be submitted to the US Environmental Protection Agency (EPA); that by "this spring" he anticipates Staff will be notified that the District has been designated as a "non-attainment area" for PM_{2.5}. Mr. Goodrich stated that the District measured eight (8) exceedances in December and have had two (2) in January.

Mr. Goodrich advised that the US EPA is currently reviewing the criteria pollutant standards having reviewed four (4) different pollutants and established new standards for each within the last year; that these include Ozone (O₃), lead (Pb), Nitrogen Dioxide (NO₂) and Sulfur Dioxide (SO₂). Mr. Goodrich stated it is the consensus of Staff that the District will be in attainment for lead (Pb),

Nitrogen Dioxide (NO₂) and Sulfur Dioxide (SO₂); however, he anticipates the District will be declared non-attainment for Ozone (O₃) should EPA adopt the new Standard in August as is being proposed.

In response to Dr. Khan regarding the pollutant Standard which was exceeded, Mr. Goodrich advised that the District exceeded the Standard for PM_{2.5}, which is "a very fine" Particulate Matter less than 2.5 microns in size. Mr. Goodrich advised that the District measures for two (2) sizes of Particulate Matter ~ for PM_{2.5} and PM₁₀; that PM₁₀ measures 10 microns in size; that both have different sources of emissions and different effects upon health. Mr. Goodrich advised that the finer particulates from fuel combustion, diesel fuel, solid fuel burning devices, boilers, etc.; that the larger Particulate Matter is from geological sources (i.e., wind blown dust, construction activities, etc.).

Dr. Khan stated there are economic ramifications for an area when EPA declares an area non-attainment for Pollutant Standards; that she would question "which types of industry would be unable to locate within the District due to being declared non-attainment for Ozone (O₃) and PM_{2.5}."

In response to Dr. Khan, Mr. Goodrich advised that "any new standard always has economic implications." Mr. Goodrich stated that should EPA adopt these new Standards the majority of major size metropolitan areas will also be declared non-attainment; therefore, the District "may not be at any major disadvantage"; however, "there are costs to any type of regulatory requirements for air pollution control." Mr. Goodrich advised that these (proposed) Standards are "developed, reviewed and approved considering the associated health care costs due to the impact to the health of the public because of the high level of pollutants." Mr. Goodrich stated that the possible economic effects to the District at this time cannot be determined; however, Staff will be reviewing the entire aspect of controls, which will be necessary to achieve attainment status.

The Board thanked Mr. Goodrich for his update.

E. Administrative Health Services Officer

Ms. Eileen Coulombe, Administrative Health Services Officer, presented her monthly Administrative Health Services Officer Report, a copy of which was placed on file for the record.

F. District Health Officer

Dr. Mary Anderson, District Health Officer, presented her monthly District Health Officer's Report, a copy of which was placed on file for the record.

BOARD COMMENT

Ms. Jung requested Staff contact the County's IT Department to check the auditorium's sound system for the feedback, which occurs during meetings; that she is aware cell phones being on during the meeting results in "a lot of the feedback"; however, she "cannot turn her cell phone off during the meetings."

Ms. Jung announced that on Sunday, January 31, 2010, from 5:00 pm ~ 7:00 pm, there is an "Inaugural Celebration for the Mapes" in recognition of the 10th anniversary of the Mapes being demolished. Ms. Jung stated that the celebration will be "vintage dress, with live entertainment; that the cost is \$30 for hors devours, dancing and live music." Ms. Jung stated that she would encourage everyone to attend; that she anticipates "a who's who of Nevada to be in attendance." Ms. Jung stated that "anyone requiring additional information can email her; that she will be there."

Ms. Ratti stated that she would request a comprehensive review of the REMSA Franchise Agreement to ensure the Board "is up to speed" in respect to the fire department budgets and a review of the "reallocation of resources in terms of emergency services." Ms. Ratti stated that this is a "two-tier system between a non-profit agency and government fire service"; that the "Diamonte report, paid for by the County is being presented." Ms. Ratti stated that "she does not want the Board of Health to be 'caught off guard' by pressure from a number of sources to make certain decisions without having the information as to what are the pros and cons; what's working well and what's not working well with the Franchise Agreement." Ms. Ratti advised that having one of the Board's Committee's review this issue "is a good idea"; however, she would request it be placed on the February agenda.

In response to Ms. Ratti, Mr. Smith stated that he is aware Chairman Humphreys is working on that at this time; that "not knowing where he is at on this"; therefore, he is not certain it should be listed on next month's agenda.

WASHOE COUNTY DISTRICT BOARD OF HEALTH MEETING

January 28, 2010

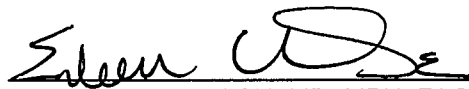
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Ms. Coulombe stated that she currently functions as the District's EMS Coordinator, as that position remains vacant; that, as the Administrative Health Services Officer, also, her focus for the next month will be "the budget."


Ms. Ratti stated that she is willing to "wait another month"; however, she doesn't want the issue delayed.

Vice Chairman Smith stated he will confer with Chairman Humphreys regarding this issue.

There being no further business to come before the Board, the meeting was adjourned at 2:25 pm.



MARY A. ANDERSON, MD, MPH, FACPM, DISTRICT HEALTH OFFICER
SECRETARY



JANET SMITH
RECORDER