

## Washoe County District Board of Health Videoconference Meeting Minutes

**Members**

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

**Thursday, June 25, 2020  
1:00 p.m.**

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

**1. \*Roll Call and Determination of Quorum**

Chair Novak called the meeting to order at 1:15 p.m. due to technical difficulties.

The following members and staff were present:

Members present:     Dr. John Novak, Chair  
                              Michael Brown, Vice Chair  
                              Marsha Berkbigler (via zoom)  
                              Kristopher Dahir (via zoom)  
                              Oscar Delgado (via zoom)  
                              Tom Young (via zoom)  
                              Dr. Reka Danko (via zoom)

**Mrs. Valdespin verified a quorum was present.**

Staff present:         Kevin Dick, District Health Officer  
                              Dania Reid, Deputy District Attorney  
                              Anna Heenan (via zoom)  
                              Charlene Albee (via zoom)  
                              Lisa Lottritz (via zoom)  
                              Julie Hunter (via zoom)  
                              Francisco Vega (via zoom)  
                              Andrea Esp (via zoom)

**2. \*Pledge of Allegiance**

Kevin Dick led the pledge to the flag.

**3. \*Public Comment**

**Chair Novak opened the public comment period.**

Mrs. Valdespin confirmed there was no public comment.

**Chair Novak closed the public comment period.**

#### **4. Approval of Agenda**

June 25, 2020

**Vice-Chair Brown moved to approve the agenda for the June 25, 2020, District Board of Health regular meeting. Councilman Dahir seconded the motion which was approved unanimously.**

#### **5. Recognitions**

##### A. Years of Service

- i. Maria Jimenez, 15 years, hired June 30, 2005 – CCHS  
Mr. Dick recognized Ms. Jimenez for her 15 years of service as an Office Assistant II.
- ii. Lisa Lottritz, 25 years, hired June 26, 1995 – CCHS  
Mr. Dick recognized Ms. Lottritz for her 25 years of service as a Division Director and complimented her work in supporting the POST with medical direction.
- iii. Anthony (Tony) Macaluso, 30 years, hired June 4, 1990 - EHS  
Mr. Dick recognized Mr. Macaluso for his 30 years of service with the Health District. He also commended Tony for assisting in directing the Environmental Health Services while EHS's Division Director serves as the Ops Chief.

##### B. Promotions

- i. Tyler Henderson – promoted from Environmental Health Trainee to Environmental Health Specialist effective May 14, 2020 – EHS  
Mr. Dick recognized Mr. Henderson and his promotion. Mr. Dick also thanked Tyler for his service in the Field Ops under the Health Branch.
- ii. Brittney Osborn – promoted from Air Quality Specialist Trainee to Air Quality Specialist effective May 25, 2020 – AQM
- iii. Mhervin Dagdagan – promoted from Intermittent Hourly RN to Public Health Nurse effective June 8, 2020 – CCHS  
Mr. Dick congratulated all employees for their work and service.

##### C. Retirements

- i. Anthony (Tony) Macaluso, Environmental Health Supervisor, retired July 6, 2020 – EHS  
Mr. Dick recognized Mr. Macaluso for his 30 years of service and announced an opportunity to bid him farewell, while maintaining social distance.  
Chair Novak expressed his appreciation for his work.

#### **6. Consent Items**

Matters which the District Board of Health may consider in one motion. Any exceptions to the Consent Agenda must be stated prior to approval.

##### A. Approval of Draft Minutes

- i. May 28, 2020

##### B. Budget Amendments/Interlocal Agreements

- i. Approve the Grant Agreement from the U.S. Environmental Protection Agency (EPA) in the amount of \$691,180.00 retroactive to October 1, 2019 through September 30, 2020 for the Air Quality Management, EPA Air Pollution Control

Program, IO# 10019 and authorize the District Health Officer to execute the Agreement.

- ii. Approve a Notice of Subgrant Award from the State of Nevada Department of Health and Human Services, Division of Public & Behavioral Health for the period July 1, 2020 through June 30, 2021 [in the total amount of \$226,229.00] (no required match) in support of the Community and Clinical Health Services Division (CCHS) Immunization Program and authorize the District Health Officer to execute the Notice of Subaward and any future amendments.
- C. Authorize FY21 Purchase Order to Merck Sharp & Dohme Corporation [in the amount of \$118,000.00] to purchase vaccines for the Immunization and Family Planning Programs and authorize the District Health Officer to authorize any future purchases in excess of \$118,000.00 but not to exceed \$150,000.00.
- D. Approve the donation of a Kenwood 200W HF-6M Transceiver to Washoe County Amateur Radio Emergency Service (ARES).
- E. Accept various donations from businesses and private citizens with an [estimated value of \$7,852.19].
- F. Acceptance of the “Washoe County, Nevada Air Quality Trends (2010-2019)” Report.
- G. Adoption of the “Washoe County Air Quality Management Division Smoke Management Program”
- H. Acknowledge receipt of the Health Fund Financial Review for May, Fiscal Year 2020.

**Vice Chair Brown moved to approve the consent agenda. Commissioner Berkbigler seconded the motion which was approved unanimously.**

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

Presented by: Dean Dow and Alexia Jobson

### **A. Review and Acceptance of the REMSA Operations Report for May 2020**

Mr. Dow informed the Board he was available to answer questions presented by the Board. Mr. Dow also added that as an organization, REMSA is in support of all efforts to fight COVID-19.

Councilman Dahir inquired about possible economic difficulties REMSA may face as a result of this pandemic.

Mr. Dow stated that entities within his industry are concerned about a continued long-term impact from COVID-19. Mr. Dow informed, that across the country, through the end of February through April there has been significant reduction in utilization, however, as of recent those numbers are rising again but not the level of pre-COVID. Mr. Dow informs that as an industry they are keeping an eye on the utilization aspect. Mr. Dow offered to present a summary to the Board.

Tom Young asked Mr. Dow if mental health responses have increased due to the increase of stress levels and other issues.

Mr. Dow stated he would get specific data to respond to this inquiry and provide it to the Board at a later time.

Mr. Young stated this concern could be addressed at the next Board meeting so the entire health of the community can be addressed.

Mr. Dick expressed his appreciation and acknowledged REMSA's participation with the Health Branch and the Health District's response to COVID-19, specifically for assisting with home-bound specimen collection. He specifically thanked Brian Taylor's engagement with the Health District.

**Tom Young moved to approve REMSA's May Report. Dr. Danko seconded the motion which was approved unanimously.**

**B. Update of REMSA's Public Relations during May 2020**

Alexia Jobson presented the Public Relations report for May 2020. Ms. Jobson reported that REMSA partnered with a Health and Wellness app which employees used to share their health status or document symptoms. Additionally, Ms. Jobson mention that as a result of this partnership, an online publication across the country, Industry Print, picked up their story.

Ms. Jobson continued to inform that REMSA held a press event reminding parents and caregivers not to leave children unattended in vehicles. As a reminder Ms. Jobson mentioned that in the United States one child dies on average every 7 days from a vehicular related heat emergency. As part of this initiative, REMSA's Executive Director for Integrated Health, Adam Heinz and Medical Director, Dr. Jeremy Gonda shared statistics regarding specific dangers for children. Ms. Jobson also mentioned that a paramedic crew ran a mock call with pediatric mannequins to demonstrate the response and interventions. This story ran in all three local television network news channels.

Ms. Jobson reminded everyone of the importance to stay safe in the heat. Ms. Jobson stated that REMSA provided an interview to KRNV about ways to stay cool and how to recognize the symptoms of heat related illness.

Ms. Jobson made herself available to answer questions regarding her report.

Councilman Dahir asked if REMSA is making efforts to support the community by providing face masks, as it is a new requirement.

Ms. Jobson thanked Councilman Dahir for his suggestion and offered to share with some the agencies that she collaborates with such as the Emergency Operations Center and the Joint Information Center.

**8. Presentation, discussion, and possible approval of fiscal year 2019-2020 revisions to the Multi-Casualty Incident Plan and its annexes, the Alpha Plan and the Family Service Center Annex.**

Staff Representative: Vicky Olson

Vicky Olson explained the Incident Plan is updated bi-annually. Ms. Olson informed this is the first revision on the Alpha Plan, since this plan was first developed on FY2017-2018. Ms. Olson provided an overview from her staff report of all the revisions made to the Multi-Casualty Incident Plan and its annexes. Ms. Olson opened her item to respond to questions.

**Commissioner Berkbigler moved to adopt the revisions made to the Multi Casualty Incident Plan and its annexes. Vice-chair Brown seconded the motion, which was approved unanimously.**

**9. Discussion and possible direction to waive the assessment of late fees on Air Quality Management and Environmental Health Services permits in response to economic impacts on the community from the COVID-19 emergency until August 10, 2020.**

Staff Representative: Charlene Albee

Charlene Albee stated that her immediate report represents a continuation of the Health District support for the community, as the department goes through the recovery phases from COVID-19. Ms. Albee states they recognized the number of facilities that have submitted for the deferral of fees. Ms. Charlee stated that based on the response to economic impact on the community, the Health District would like to recommend late fee be waived until August 10, 2020, which would cover all three of the phased openings. Ms. Albee noted that people under financial distress have a hard time making good healthy life choices. Ms. Albee opened her item to answer any questions from the Board.

Councilman Dahir stated waving these fees is a great idea as well as ensuring that the community is aware of these efforts. Councilman suggested the Health Department use it as a good way to show the department's support of the community.

Mr. Dick stated they would go through Scott Oxarart, Public Information Officer and put it out in the media.

Mr. Novak asked for this item to be re-evaluated at the end of July to determine if the date needs to change as the Health District moves forward into the next phase.

**Vice-chair Brown moved to waive the assessment of late fees on Air Quality management and Environmental Health Services. Councilman Dahir seconded the motion which was approved unanimously.**

**10. Presentation and possible acceptance of a report on Washoe County Health District's Strategic Plan and Division Activities impacted by COVID-19. (FOR POSSIBLE ACTION)**

Staff Representative: Kevin Dick

Mr. Dick began his presentation by acknowledging the work of the Division Directors and their staff, as well as Ms. Joelle Gutman-Dodson. He added that the Health District has invested with the re-deployment of staff in support of COVID response. Mr. Dick informed the Board that the Health District will not be able to achieve all of Strategic Plan objectives for this year. Mr. Dick explained his report includes a compilation of all the objectives that will not be accomplished due to the COVID-19 response. Mr. Dick opened his item to answer questions from the Board.

**Tom Young moved to accept the report on the Health District's Strategic Plan and Division Activities impacted by COVID-19. Commissioner Berkbigler seconded the motion which was approved unanimously.**

**11. Review and update on COVID-19 Emergency Response Activities**

Staff Representative: Kevin Dick

Mr. Dick provided an update of the 90 new COVID-19 cases that have been reported on June 24, 2020 and 28 additional cases today, June 25, 2020, for a total of 2,404 case of COVID - 19 and 738 active cases. Mr. Dick explained that with this increase the Washoe County Health District is stretched thin with the disease investigation and contact tracing; therefore, the Health District is bringing people back from the field that were previously pulled from contact tracing, to help supplement with contact tracing efforts.

Mr. Dick informed that the Health District is working with UNR Nevada Public Health Training Center at the School of Community Health Sciences to provide staffing for contact tracing moving forward, which includes 30 full time equivalent contact tracing staff, with the first group beginning training on July 9, 2020 and a second group joining on July 13, 2020 as the National Guard steps down.

Mr. Dick informed the Health District is also partnering with UNR for staffing the call center, which includes part-time positions to help with POST operations as far as directing traffic and support activities. Mr. Dick informed the POST testing will be achieved by utilizing Per Diem nursing staff. Currently, this plan includes six nursing staff with room to expand if needed, which depends on the number of operational stations. Mr. Dick explained these positions will be recruited by Washoe County along with a Grants Coordinator. Mr. Dick added that the Grants Coordinator position will be managing the grant for COVID-19 as well as the Epidemiology and Lab Capacity (ELC) grant, which amounts to about \$10 million. Due to the expected accountability of this grant, a position is necessary to support all the reporting required for the aforementioned. He continued to inform that the Health District is also recruiting for two epidemiologists, as well as reclassing a part-time statistician position to a full-time position.

Mr. Dick informed that UNR is assisting with the recruitment for COVID Response Manager, who will have the role of program manager for all the contact tracing, POST operations, call center, etc. Additionally, administrative positions have been added to assist with supervisory roles for the contact tracing and call center staffing. This process is on going provide the longer-term staffing based on the Health District needs.

Mr. Dick mentioned that POST held an event on June 1, 2020, Monday through Saturday for anyone that wish to get tested. Mr. Dick informs that the Health District continued to provide open testing for asymptomatic through post until last week when the State Lab became back logged with samples from correctional facilities across the State. In order to allow the lab to work through the back log, the Health District restricted testing to symptomatic; however, testing is now open again for asymptomatic individuals.

Mr. Dick touched on some community events. The Health District partnered with Truckee Meadows Fire Protection to hold a community-based testing in Gerlach. The Health District also partnered with North Lake Tahoe Fire Protection District and Incline Village Community Hospital for a testing event in Incline. Mr. Dick also mentioned a community-based testing event through Anthem Blue Cross held at Reed High School on Tuesday June 23, 2020. Additionally, the Health District has partnered with Health Plan of Nevada who will be providing testing on Friday and Saturday (June 26-27) from 9 a.m.- 2 p.m. at Miguel Ribera Park on Neil Road.

Mr. Dick informed that about 750 tests on average are performed per day in Washoe County, to date 46,713 tests have been conducted in Washoe County, this number represents 9.75 % of the population.

Mr. Dick informed that Health District is working with nursing homes, assisted living facilities, and first responders by providing testing kits for those that have medical directors to perform tests and submit those to the State Lab.

Mr. Dick spoke about the Seroprevalence study that was held on June 9-10, 2020. Some of the efforts included knocking doors to ensure better participation in the study to improve result quality. Mr. Dick informed that 233 people came through for antibody testing. The

Health District hopes to gain perspective as to the extent of COVID exposure in the community as of the day the samples were collected. Mr. Dick highlighted a comment from a retired army logistician regarding POST operations and the quality of their work.

Mr. Dick concluded by speaking of the present budget for POST operations and contact tracing, covers the Health District for a 24-month period, through June 2022. He also mentioned the POST repositioned from the west side to southwest corner of the Livestock Events Center, which would allow POST to remain at the current location and not conflict with operations of the Livestock Event Center operations. Mr. Dick opened his items to answer questions.

Tom Young congratulated the Health District for a great job and expressed interest in the antibody testing results.

Councilman Dahir commended the Health District for keeping all local government entities at the table. Councilman Dahir commended staff and Mr. Dick for their hard work.

Chair Novak commended Mr. Dick for his great work.

Vice-chair Brown commended Mr. Dick for his leadership regarding a variety of issues including insight and knowledge on subjects like Washoe County School District graduations and activities with the university system.

Mr. Dick commended the Health District staff for the hard work and their willingness to step up and effectively get through all the challenges the Health District has faced.

**Vice-chair Brown moved to accept the COVID-19 Emergency Response Activities report. Councilman Delgado seconded the motion which was approved unanimously.**

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

### **A. Air Quality Management, Francisco Vega, Division Director**

Program Update – Nevada sues EPA, NHTSA and DoT over SAFE rule, Divisional Update, Program Reports, Monitoring and Planning, Permitting and Enforcement.

Mr. Vega stated he did not have anything additional to add but opened the item to answer questions.

### **B. Community and Clinical Health Services, Lisa Lottritz, Division Director**

Divisional Update – Client Satisfaction Survey Results 2020; Data & Metrics; Sexual Health (HIV and Disease Investigation), Immunizations, Tuberculosis Prevention and Control Program, Reproductive and Sexual Health Services, Chronic Disease Prevention Program, Maternal Child and Adolescent Health and Women Infants and Children.

Ms. Lottritz stated she did not have anything additional to add but opened the item to answer questions.

### **C. Environmental Health Services, Charlene Albee, Division Director**

Environmental Health Services (EHS) Division Program Updates: Consumer Protection (Food, Food Safety, Commercial Plans, Permitted Facilities); Environmental Protection (Land Development, Drinking Water, Vector, WM/UST); and Inspections.

Ms. Albee stated she did not have anything additional to add but wanted to commend staff for their hard work and opened the item to answer questions.

### **D. Epidemiology and Public Health Preparedness, Andrea Esp, Acting Division Director**

Communicable Disease, Public Health Preparedness, Emergency Medical Services, Vital Statistics.

Ms. Esp informed she did not have anything additional but will respond to questions from the Board.

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

District Health Officer Report – COVID-19 Response, Impact of COVID-19 on Health District Operations, Community Health Improvement Plan, County Strategic Plan, and Health District Media Mentions.

Mr. Dick informed the Community Health Improvement Plan is in the process of re-engaging. He also informed the Health District will not be doing the Community Health Assessment this year, so the Health District will continue with the priorities identified in the previous assessment and will be bringing a CHIP version 3.0 later in the year to map activities for calendar year 2021.

Mr. Dick highlighted the work of the Communications Manager, Scott Oxarart who leads the Regional JIC. A list of all his efforts are enclosed for the Board’s review in Mr. Dick’s report.

**13. Board Comment**

Councilman Dahir asked the risks of grants not pulling through due to the current federal events. Mr. Dick will provide a report on this inquiry at the next Board meeting.

Chair Novak thanked all staff for everything the Health District has done and reassured staff it does not go unnoticed. As so, he encouraged everyone to wear their masks all the time, as to lead by example. Chair Novak provided a reminder to all those involved on the morning briefings, please do not record or share these conversations.

**14. Public Comment.**

**Chair Novak opened the public comment period.**

Mrs. Valdespin confirmed there was no public comment.

**Chair Novak closed the public comment period.**

**Adjournment.**

**Chair Novak adjourned the meeting at 1:56 p.m.**

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**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. 9<sup>th</sup> Street, Building B, Reno, NV 89512, or by calling 775.328.2416, 24 hours prior to the meeting.

**Public Comment:** Members of the public may make public comment by submitting an email comment to [svaldespin@washoecounty.us](mailto:svaldespin@washoecounty.us) no later than 4:00 p.m. the day before the scheduled meeting, which includes the name of the commenter and the agenda item number for which the comment is submitted. During the “Public Comment” items, emails may be submitted 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 emails 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.

**Response to Public Comment:** The Board of Health can deliberate or take action only if a matter has been listed on an agenda

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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 – 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)

**Posting of Agenda; Location of Website:**

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

Washoe County Health District Website [www.washoecounty.us/health](http://www.washoecounty.us/health)

State of Nevada Website: <https://notice.nv.gov>

**Pursuant to the Declaration of Emergency Directive 006 NRS241.023(1)(b), the requirement to physically post agendas is hereby suspended.**

**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. 9<sup>th</sup> Street, in Reno, Nevada. Ms. Susy Valdespin, 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. Valdespin is located at the Washoe County Health District and may be reached by telephone at (775) 328-2415 or by email at [svaldespin@washoecounty.us](mailto:svaldespin@washoecounty.us). Supporting materials are also available at the Washoe County Health District Website [www.washoecounty.us/health](http://www.washoecounty.us/health) pursuant to the requirements of NRS 241.020.