



Washoe County District Board of Health Videoconference Meeting Minutes

Members

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

**Thursday, March 25, 2021
1:00 p.m.**

**Washoe County Health District
Commission Chambers, Building A
1001 East Ninth Street
Reno, NV**

1. Roll Call and Determination of Quorum

Chair Delgado called the meeting to order at 1:01 p.m.

The following members and staff were present:

Members present:

Oscar Delgado, Chair
Robert Lucey, Vice-Chair (via zoom)
Michael Brown (via zoom)
Kristopher Dahir (via zoom)
Dr. Reka Danko (telephonically)
Dr. John Novak (logged on at 1:09 via zoom)
Tom Young (via zoom)

Mrs. Valdespin verified a quorum was present.

Staff present:

Kevin Dick, District Health Officer
Dania Reid, Deputy District Attorney
Wes Rubio (via zoom)
Heather Kerwin (via zoom)
Jim English (via zoom)
Rayona LaVoie (via zoom)
Joelle Gutman-Dodson (via zoom)
Dan Inouye (via zoom)
Erin Dixon (via zoom)
Lisa Lottritz (via zoom)
Dr. Nancy Diao (via zoom)

2. Pledge of Allegiance

Vice-Chair Lucey led the pledge to the flag.

3. Public Comment

Chair Delgado opened the public comment period.

Having no registered comment, Chair Delgado closed the public comment period.

4. **Approval of Agenda.**

March 25, 2021

Kevin Dick informed item #9 would be tabled until the April Board meeting per the request of Councilman Dahir. Mr. Dick continued to request to move item #11 regarding Legislative issues immediately after Consent so that Ms. Gutmann-Dodson can attend a hearing.

Commissioner Lucey moved to approve the agenda for the March 25, 2021, District Board of Health regular meeting. Dr. Novak seconded the motion which was approved unanimously.

5. **Recognitions.**

A. Years of Service

- i. Sunita Monga, 25 years, hired March 6, 1996 – CCHS
- ii. Mark Dougan, 15 years, hired March 20, 2006 – EHS
- iii. Nicholas Florey, 15 years, March 27, 2006 – EHS
- iv. Christopher Peterson, 5 years, March 14, 2016 – EHS
- v. Michael Crawford, 5 years, March 21, 2016 - AQM

Kevin Dick recognized staff's years of service and thank and congratulated them for their years of service.

B. New Hires

- i. Petra Bartella, COVID-19 Grant Coordinator, March 15, 2021

Mr. Dick recognized Petra Bartella as the new COVID-19 Grants Coordinator. Mr. Dick informed Ms. Bartella served as a Grants Coordinator at the Sheriff's Office.

C. Promotions

- i. Daniel Timmons, Air Quality Specialist to Sr. Air Quality Specialist effective March 1, 2021 – AQM

Kevin Dick acknowledge Mr. Timmons for his promotion.

D. Retirement

- i. Mark Dougan, effective 03/12/2021, Environmental Health Specialist - EHS

Kevin Dick recognized Mr. Dougan on his retirement, stating he attended Mr. Dougan's social distanced farewell.

E. GreenBiz Recognitions

- i. Davidson's Organics
- ii. Nevada Roots
- iii. Merchology

Wes Rubio presented these recognitions by providing a background on the GreenBiz program. Mr. Rubio also took some time to thank Mark Cameron and Kim Rios from KTMB for their efforts in promoting this program.

Mr. Rubio reports this program consists of 3 tiers, Tier 3, the innovative status, being the highest. All the businesses recognized today have gone through Tier 3.

Mr. Rubio respectively listed Kunall Patel, Mark and Jenelle Stathes, and Brian Tarte as the leaders for the recognized businesses.

Mr. Rubio continued to describe the efforts of all the recognized businesses including but not limited to improving energy efficiency, reducing waste and recycling.

Chair Delgado took time to thank and congratulate all those being recognized. He also commended the businesses for their great efforts and innovation.

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. February 25, 2021

B. Budget Amendments/Interlocal Agreements

- i. Retroactively accept Subaward Amendment #1 from the State of Nevada Department of Health and Human Services Division of Public & Behavioral Health, extending the award period from October 1, 2020 through June 30, 2021 to October 1, 2020 through June 30, 2022 and increasing the amount of the original award by \$89,029.00 to a new total of \$163,593.00 (no match required) in support of the Community and Clinical Health Services Division (CCHS) Immunization Program Internal Order #11795 and authorize the District Health officer to execute the Subaward Amendment #1 and any future amendments.

Staff Representative: Kim Graham

C. Acceptance of the 2020 Annual Report to the Truckee Meadows Regional Planning Agency by the Washoe County Health District as the Air Quality Management Authority.

Staff Representative: Francisco Vega

D. Acceptance of the 2020 Annual Report to the Truckee Meadows Regional Planning Agency by the Washoe County Health District as the Solid Waste Management Authority.

Staff Representative: Wes Rubio

E. Approve a revision to the Employee Policy Manual Section 36 – Signatures – Contracts to reflect the change from requiring Board approval for cumulative purchases over \$100,000 per vendor to Board approval for contract purchases over \$100,000.

Staff Representative: Anna Heenan

F. Acknowledge receipt of the Health Fund Financial Review for February, Fiscal Year 2021.

Staff Representative: Anna Heenan.

Councilman Dahir moved to approve the consent agenda. Dr. Danko seconded the motion which was approved unanimously.

7. Presentation of the Washoe County Health District's response to COVID-19 Pandemic March 2020-March 2021.

Staff Representatives: Jim English and Heather Kerwin

James English began his presentation by reporting on the health branch response and the funding related to the region's response. Mr. English listed the epidemiology component as the key to the entire operation, noting this group as the unsung heroes. Additionally, Mr. English listed testing, vaccination, and call center as some of the major components

for the pandemic response. Mr. English continued to speak about some of the challenges with the emergency response.

Mr. English provided flow charts and timelines of events to demonstrate the overall incident management structure, work, and tremendous growth of the response team. Mr. English closed this portion of the presentation by introducing Heather Kerwin.

Ms. Kerwin began her portion of the presentation by reporting that the Epidemiology Team has been involved with the COVID-19 emergency response since January 2020, specifically by attending the daily Center for Disease Control and Prevention (CDC) operation calls beginning January 21, 2020. Ms. Kerwin continued to provide a detailed timeline of events referencing the progression of the Health District's involvement throughout the pandemic, making note of March 2020 as the busiest month.

Ms. Kerwin reported on the deployment of the Nevada National Guard and expressed her gratitude for their assistance throughout this pandemic as well as all the other volunteers. Additionally, Ms. Kerwin highlighted the efforts required by the Environmental Health Division to perform inspections as a result of Senate Bill 4 in the month of October along with the largest case surge towards the end of the same month. She also reported the first shipment of Moderna on December 22, 2020. Along with this shipment, the Health District's contract with Deloitte for contact tracing ended on December 26, 2020, which required Epidemiology staff to reinitiate contact tracing efforts. Ms. Kerwin concluded her report on this timeline with a hopeful note that 2021 seems to be the light at the end of the tunnel.

Ms. Kerwin, with Mr. English's cooperation, continued to provide detail about the growth at the Call Center, Points of Screening and Testing, and EPI Program (disease investigation and contract tracing). Ms. Kerwin also spoke about the COVID-19 Case Count by month for the past year as well as the largest accomplishments to date.

Mr. English reported on the largest accomplishments to date for the POST, the call center, and vaccines. Mr. English highlighted the accessibility to services through the call center in multiple languages as well as the homebound accessibility for the vaccine, which is the first one in the State of Nevada to ramp up.

Mr. English concluded this presentation with a break down on funding which included total health fund commitments as of February 2021, the funding stream for COVID Response, Epidemiology and Laboratory Capacity (ELC) Enhancing Detection Expansion, and the COVID Vaccination Grant. Mr. English highlighted that they will be ensuring that vaccinations are done in a high quality and safe administration, by having Community Health and Clinical Services staff perform compliance visits of all community partners providing the vaccine. Mr. English concluded by expressing his appreciation for the assistance of the National Guard.

Mr. English opened his item for questions from the Board.

Chair Delgado thanked Mr. English and Ms. Kerwin for a thorough presentation and asked them to give his sincere thanks to the team. Additionally, he thanked Mr. Dick for his leadership.

Councilman Dahir commended Mr. English and Ms. Kerwin for a job well done.

8. Regional Emergency Medical Services Authority

A. Review and Acceptance of the REMSA Operations Report for February 2021.

Presented by: Dean Dow

Mr. Dean Dow opened this item for questions the Board may have regarding the report that was submitted by REMSA.

Michael Brown moved to approve REMSA’s February 2021 Report. Tom Young seconded the motion which was approved unanimously.

B. Update of REMSA’s Public Relations during February 2021.

Presented by: Alexia Jobson

Alexia Jobson presented the Public Relations report for February 2021.

Ms. Jobson updated her submitted report by reporting that in mid-March, REMSA was included in an NBC news digital story about the importance of properly navigating patients to the right level of healthcare. REMSA and the Washoe County Health District were also featured on KTVN regarding the home-bound vaccination program.

Ms. Jobson concluded by reporting that REMSA’s Center for Prehospital Education launched Grand Rounds, an educational opportunity that takes a more in-depth look at topics relevant to out-of-hospital health care presented by subject matter experts.

Ms. Jobson opened her item for questions from the Board.

9. Presentation – Influenza: A Public Health Perspective.

Staff Representatives: Christabell Sotelo
Liliana E. Wilbert
Heather Kerwin

This item was pulled to be heard in the April District Board of Health Meeting.

10. Presentation and possible acceptance of the 2020 Community Health Improvement Plan Annual Report.

Staff Representative: Rayona LaVoie

This item was presented by Rayona LaVoie, Health Educator for the Washoe County Health District.

Ms. LaVoie began her presentation by informing the Board she would be presenting a summary of the 2020 Community Health Improvement Plan (CHIP) Annual Report.

Ms. LaVoie provided the Board with details on the progress made in 2020, achievements over the year, and goals moving forward. Ms. LaVoie also reported statistics on all three focus areas of the CHIP listed as housing and homelessness, behavioral health, and physical activity and nutrition.

Ms. LaVoie provided details about the goals in order to move forward in 2021. These goals are outlined in the 2021 CHIP. She continued to state that meeting with CHIP committees is part of the process to achieve the implementation of strategies and tactics.

Ms. LaVoie concluded her presentation by thanking community partners for their dedication to making Washoe County a healthier community.

Ms. LaVoie opened her item for questions from the Board.

Mr. Dick stated the CHIP implementation were impacted by the pandemic, but commended partners on continuing to work with the Health District in making progress on the reported objectives.

Chair Delgado resonated with the District Health Officer and expressed appreciation for all the goals accomplished despite the circumstances.

Mike Brown moved to accept the 2020 Community Health Improvement Plan Annual Report. Councilman Dahir seconded the motion, which was approved unanimously.

11. Discussion and possible direction regarding legislative issues.

Staff Representative: Joelle Gutman-Dodson

Joelle Gutman-Dodson began her discussion by stating the Health District is tracking about 265 bills out of approximately 700 that have been dropped as of this day.

Ms. Gutman-Dodson informed the Board that new bills have been dropped, which resulted in a flurry of activity and change in deadlines. She continued to explain that the change in deadlines interprets to bills staying active until a decision is made despite the expiration in dates. Ms. Gutman-Dodson provided the Board with a list of bills that impact the Health District directly, including but not limited to SB209, AB349, AB260, SB318, AB59, and SB275. Additionally, two bills that would impact the Health District are AB322 and AB341. Ms. Gutman-Dodson expressed her wish to further discuss these two bills with the Board, as it asks for allowing cannabis events to be adjacent to separate events, for example a lounge within the Reno Rodeo. Ms. Gutman-Dodson continued to report that if these bills are passed, they would have a substantial fiscal impact on the Health District in the form of training of staff and Personal Protective Equipment.

Councilman Dahir asked Ms. Gutman-Dodson to provide information on the classic vehicle bill to him in order to get support for said bill. Councilman Dahir thanked Ms. Gutman-Dodson for her work. Additionally, on the cannabis lounges he suggested going back and discussing the matter with the City of Sparks.

Commissioner Lucey asked Ms. Gutman-Dodson for confirmation on the bills she spoke about, specifically AB322 regarding outdoor events.

Ms. Gutman-Dodson concluded by thanking staff for the quick turnaround time on all of these bills.

Chair Delgado resonated with Councilman Dahir regarding having a conversation with the City of Reno. Additionally, he asked Ms. Gutman-Dodson to provide any information regarding those bills, so that he may forward the information to the City of Reno.

Commissioner Lucey commented that AB322 does enable legislation, which provides the cities and the counties flexibility. Commissioner Lucey continued to ask if 700 bills dropping meant Ms. Gutman-Dodson continued to wait to hear about the remaining 600.

Ms. Gutman-Dodson reported that not all 600 bills remaining will be introduced as some of them are from former legislators that lost elections or said bills have been pulled.

Tom Young asked if the language bill (SB318) only applies to government agencies or medical issues.

Ms. Gutman-Dodson explained that at this point SB318 only applies to the Health District.

12. Staff Reports and Program Updates

A. Air Quality Management, Francisco Vega, Division Director

Program Update, Monitoring and Planning, Permitting and Compliance

Mr. Vega opened his item by providing an update on the classic vehicle bill (AB349). Mr. Vega provide details on some of the revisions this bill listed within this bill, specifically the emission reductions that would result

Mr. Vega continued to open his item for questions from the Board.

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

Divisional Update – 2021 World TB Day; 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, COVID-19 Testing, COVID-19 Vaccination.

Ms. Lottritz began her report by highlighting staff’s involvement in World TB Day as well as thanking staff for their efforts. Ms. Lottritz reported the Sexual Health Program is now back at the Washoe County Sheriff’s office providing testing and she is now waiting to get the Family Planning staff back to the Sheriff’s Office. In addition, community testing is being provided at the Senior Center.

Ms. Lottritz informed she had no further updates and opened her item for questions from the Board.

C. Environmental Health Services, David Kelly, Acting Division Director

Environmental Health Services (EHS) Division: Program Updates; Consumer Protection (Food/Food Safety, Commercial Plans, Permitted Facilities); Environmental Protection (Land Development, Safe Drinking Water, Vector-Borne Diseases, Waste Management); and Inspections.

Erin Dixon highlighted Mark Dougan on his retirement. Additionally, Ms. Dixon provide an update on SB4 inspections reporting all 17 second round inspections have been completed with one facility meeting all requirements without violations documented.

Ms. Dixon spoke about the work being done with special events plan review as well as reporting that staff is completing and finalizing inspections on schools and school kitchens prior to the end of the school year.

Ms. Dixon opened her item for questions from the Board.

D. Epidemiology and Public Health Preparedness, Dr. Nancy Diao, Acting Division Director

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

Dr. Diao began her report by updating the Board on contact tracing efforts, which are now with the Washoe County School District for school related contacts.

Dr. Diao reported that weekly reports to update on Influenza-Like Illness (ILI) activities throughout the season are available for the Board to receive, if interested.

Dr. Diao made herself available to 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, Joint/Regional Information Center, January 20, 2021 Concurrent Meeting, WCHD Budget meeting with City and County Managers, Public Health Accreditation, Community Health Improvement Plan, Quality Improvement Team, and Public Communications and Outreach.

Kevin Dick began his report by recognizing the amount of work that was put in to the COVID-19 emergency response by staff and community partners. He also commended Mr. English and Ms. Kerwin for their hard work.

Mr. Dick provided an update on vaccine administrations with 181,461 doses administered for Washoe County as a whole. He also reported the positive rate maintained at around 5% with the current number being 5.2%. Additionally, he reports 31 additional cases of the B.1.1.7 variant, which brings the total to 45 cases in Washoe County.

Mr. Dick summarized his response to the January 2021 Joint Meeting. Mr. Dick provided the Board with all the immediate actions taken by the Health District as a response to the inquiries that arose from said Joint meeting as well as all the robust communication efforts made by the Health District. He concluded by recommending that further action not be taken by the jurisdictions regarding the Interlocal Agreement.

Mr. Dick reported on the required budget meeting with city and county managers, stating there wasn't any substantive questions or comments and the clarifying questions asked were satisfactorily addressed.

Councilman Dahir noted that he feels the Health Officer has been very responsive and expressed his appreciation for the additional efforts made in this matter. Councilman Dahir expressed his desire to let the Board hold the boundaries of health as constituents are also made to feel guided as opposed to being reprimanded. He also asked that the Health Office to ensure that all decisions at large represent the Board as a whole, as it has been thus far.

Tom Young expressed that he feels the most positive outcome of the joint meeting is the clarification of the Appeals Process and made it understandable and available. He also requested setting term limits for the Food Protection Advisory Board.

Vice-chair Lucey thanked Mr. Dick for addressing the questions and issues that arose from the joint meeting. Vice-chair opined that the Interlocal Agreement should be addressed despite the Health Officer's recommendation.

Chair Delgado recommended a review of the term limits for the Advisory Boards to provide an opportunity for other members of the community to apply. He also asked to be informed of these opportunities, so that it can be shared with the community. Chair Delgado also requested to hear about the reopening process and the progress that has been made.

Mr. Dick reported that he has been working with Assistant County Manager, Dave Solaro, who is leading the effort to pull together the local reopening guidelines. Mr. Solaro brought Erica Olsen with OnStrategy to facilitate discussion between the groups involved. Mr. Dick reported that input from all the groups was received from OnStrategy and the next step is to meet and analyze the input received in order to

finalize a plan that can be submitted to the Board of County Commissioner and then to the State Task Force.

Chair Delgado encouraged the rest of the Board members to reach out to the Health Officer and participate in these meetings to get a clear understanding of what “local control” means for the community.

13. Board Comment.

Vice-chair Lucey asked if Dr. Diao and Ms. Kerwin present an in-depth epidemiology report regarding vaccinations.

Dr. Novak commended the vaccination operations and encourage the rest of the Board members to visit the site to gain a clear overview of all the work that is being performed by staff and volunteers.

Chair Delgado thanked Mr. Dick for providing him with the opportunity to shadow the inspection of a childcare facility. He commended staff for their professionalism.

Vice-chair Lucey asked for a status and update on SB4 inspections.

16. Public Comment.

Chair Delgado opened the public comment period.

Having no registered public comment, Chair Delgado closed the public comment period.

Adjournment.

Chair Delgado adjourned the meeting at 2:57 p.m.

Possible Changes to Agenda Order and Timing: Items on the agenda may be taken out of order, combined with other items, withdrawn from the agenda, moved to the agenda of another later meeting; moved to or from the Consent section, or they may be voted on in a block. Items with a specific time designation will not be heard prior to the stated time, but may be heard later. Items listed in the Consent section of the agenda are voted on as a block and will not be read or considered separately unless withdrawn from the Consent agenda.

Special Accommodations: The District Board of Health Meetings are accessible to the disabled. Disabled members of the public who require special accommodations or assistance at the meeting are requested to notify Administrative Health Services in writing at the Washoe County Health District, 1001 E. 9th Street, Building B, Reno, NV 89512, or by calling 775.328.2416, 24 hours prior to the meeting.

Public Comment: Members of the public may make public comment by submitting an email comment to svaldespin@washoecounty.us before the scheduled meeting, which includes the name of the commenter and the agenda item number for which the comment is submitted. Reasonable efforts will be made to hear all public comment during the meeting. 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 FOR POSSIBLE ACTION. All public comment should be addressed to the Board of Health and not an individual member. The Board asks that your comments are expressed in a courteous manner. All public comment is limited to three minutes per person. Unused time may not be reserved by the speaker nor allocated to another speaker.

Response to Public Comment: The Board of Health can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. During the public comment period, speakers may address matters listed or not listed on the published agenda. The *Open Meeting Law* does not expressly prohibit responses to public comments by the Board of Health. However, responses from the Board members to unlisted public comment topics could become deliberation on a matter without notice to the public. On the advice of legal counsel and to ensure the public has notice of all matters the Board of Health will consider, Board members may choose not to respond to public comments, except to correct factual inaccuracies, ask for Health District staff action or to ask that a matter be listed on a future agenda. The Board of Health may do this either during the public

comment item or during the following item: “Board Comments – 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 <https://www.washoecounty.us/health>

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

Under an emergency directive issued by Governor Sisolak on March 22, 2020, and extended by a subsequent directive issued on July 31, 2020, the physical location requirement has been 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. 9th 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. Supporting materials are also available at the Washoe County Health District Website <https://www.washoecounty.us/health> pursuant to the requirements of NRS 241.020.