



MINUTES

**Southern Nevada District Board of Health Meeting
November 24, 2014 – 8:30 A.M.
Southern Nevada Health District, 330 S. Valley View Boulevard, Las Vegas, NV 89107
Conference Room 2**

Rod Woodbury, Chair, called the Southern Nevada District Board of Health meeting to order at 8:36 a.m.

Annette Bradley, Attorney, noted a quorum was present at the start of the meeting with Members Woodbury, Crowley, Delaney, Giunchigliani, Marz, Nelson, Noonan, Osgood and Scow seated and Member Collins via teleconference.

**BOARD:
(Present)** Rod Woodbury, Chair – Councilmember, Boulder City
Michael Collins – At-Large Member, Registered Nurse *(via teleconference)*
Susan Crowley – Alternate Member, Environmental Specialist
Cynthia Delaney – Councilmember, City of Mesquite
Chris Giunchigliani - Commissioner, Clark County
John Marz - Councilmember, City of Henderson
Marietta Nelson, Alternate Member, Physician
Bill Noonan – At-Large Member, Gaming
Kenneth Osgood – At-Large Member, Physician
Mary Beth Scow – Commissioner, Clark County

(Absent): Bob Beers – Councilmember, City of Las Vegas
Douglas Dobyne – At-Large Member, Regulated Business/Industry
Tim Jones – At-Large Member, Environmental Specialist
Frank Nemec, At-Large Member, Physician
Lois Tarkanian – Councilmember, City of Las Vegas
Wade Wagner – Councilmember, City of North Las Vegas

**ALSO PRESENT:
(In Audience)** None

LEGAL COUNSEL: Annette Bradley, Esq.

**EXECUTIVE
SECRETARY:** Joseph P. Iser, MD, DrPH, MSc, Chief Health Officer

STAFF: Heather Anderson-Fintak, Rick Cichy, Alice Costello, Andrew Glass, Cassius Lockett, Shirley Oakley, Jacqueline Reszetar, Jacqueline Wells, Marcia Gershin, Forrest Hasselbauer, Rose Henderson, Sharon McCoy-Huber, Mars Patricio, Leo Vega, Deborah Williams, Joseph Yumal

CALL TO ORDER

PLEDGE OF ALLEGIANCE

OATH OF OFFICE - Marietta Nelson, Alternate, At-Large Physician, was sworn in by Marcia Gershin, Administrative Secretary

RECOGNITIONS

- SNHD staff members with 25 years of service were recognized and thanked for the commitment and service to the District.
 - Michael Bernstein
 - Lorraine Forston
 - Rose Henderson

- Tom Koebke
- Kim Ogren
- Gloria Reta
- Ellen Spears

- Dr. Iser thanked Mars Patricio, Financial Services Manager, for his hard work over the last five years. Mr. Patricio will be retiring in January and is serving in the capacity of Financial Advisor until that time.
- The new Financial Services Manager, Sharon McCoy-Huber, who joined the SNHD on November 17, was introduced by Dr. Iser.

- I. **PUBLIC COMMENT:** A period devoted to comments by the general public about those items appearing on the agenda. Comments will be limited to five (5) minutes per speaker. Please step up to the speaker's podium, clearly state your name and address, and spell your last name for the record. If any member of the Board wishes to extend the length of a presentation, this may be done by the Chairman or the Board by majority vote.

Seeing no one, this portion of the meeting was closed.

II. **ADOPTION OF THE OCTOBER 23, 2014 AGENDA (for possible action)**

Dr. Iser advised that Item V.I. (Longevity Plan discussion) was requested to be moved to the January agenda by Member Jones, who is unable to attend today's meeting.

A motion was made by Member Crowley seconded by Member Noonan and unanimously carried to adopt the November 24, 2014 Agenda as revised.

- III. **CONSENT AGENDA:** Items for action to be considered by the Southern Nevada District Board of Health which may be enacted by one motion. Any item may be discussed separately per Board Member request before action. Any exceptions to the Consent Agenda must be stated prior to approval.

1. **APPROVE MINUTES/BOARD OF HEALTH MEETING:** October 23, 2014 (***for possible action***)

2. **PETITION #24-14:** Approval of Amendment to Interlocal Agreement between Clark County; Clark County Water Reclamation District; University Medical Center of Southern Nevada; the Las Vegas Convention and Visitors Authority; the Las Vegas Valley Water District; Clark County Regional Flood Control District; the Regional Transportation Commission of Southern Nevada; the Southern Nevada Health District; and the Henderson District Public Libraries for establishing new rates and adopting the amended self-funded health benefits plan, effective January 1, 2015.

3. **PETITION #25-14:** Approval of Group Enrollment to Interlocal Agreement between Clark County; Clark County Water Reclamation District; University Medical Center of Southern Nevada; the Las Vegas Convention and Visitors Authority; the Las Vegas Valley Water District; Clark County Regional Flood Control District; the Regional Transportation Commission of Southern Nevada; the Southern Nevada Health District; and the Henderson District Public Libraries to renew Health Plan of Nevada Group Benefits Plan, effective January 1, 2015.

A motion was made by Member Scow seconded by Member Delaney and unanimously carried to adopt the Consent Agenda as presented.

- IV. **PUBLIC HEARING / ACTION:** Members of the public are allowed to speak on Public Hearing / Action items after the Board's discussion and prior to their vote. Each speaker will be given five (5) minutes to address the Board on the pending topic. No person may yield his or her time to another person. In those situations where large groups of people desire to address the Board on the same

matter, the Chair may request that those groups select only one or two speakers from the group to address the Board on behalf of the group. Once the public hearing is closed, no additional public comment will be accepted.

There were no items to be heard.

V. REPORT/DISCUSSION/ACTION

1. **Review/Discuss the Health District's Longevity Plan**; direct staff accordingly or take other action as deemed necessary (*for possible action*)

This item was moved to the January 2015 Board of Health meeting agenda.

2. **Petition #27-14: Approval to Reduce the Board Approved Unrestricted Fund Level in the General Fund from 16.6% - 25.0% to 10.0% and Approve Resolution #01-14 Establishing an Emergency Fund for Southern Nevada Health District**; direct staff accordingly or take other action as deemed necessary (*for possible action*)

At the request of Member Giunchigliani, Sharon Huber, Financial Services Manager, advised that the current budget for FY2014-2015 is \$61,973,651 and the proposal is for ten percent, which equates to \$6,197,365.

In regard to the Emergency Fund, as opposed to a flat percentage, Dr. Iser recommended transferring \$1 million at the beginning of each fiscal year and replenishing the account back to \$1 million annually based on existing balance in order to not have excessive funds in this account.

A motion was made by Member Giunchigliani seconded by Member Osgood and carried unanimously to Reduce the Board Approved Unrestricted Fund Level in the General Fund from 16.6% - 25.0% to 10.0% and Approve Resolution #01-14 Establishing an Emergency Fund for Southern Nevada Health District as presented.

3. **Review/Discuss Environmental Health New Grade Card Format and Critical Control Point (HACCP) policy**; direct staff accordingly or take other action as deemed necessary (*for possible action*)

Christine Sylvis, Environmental Health Supervisor, discussed improvements to the EH grade card format and design. Ms. Sylvis also provided updates on the Hazard Analysis Critical Control Point (HACCP) policy, which outlines processes used by certain facilities that use a high risk process in order to produce their food. Member Giunchigliani asked that backup documentation regarding the HACCP policy be forwarded to the board members.

There was no action taken on this item.

4. **Review/Discuss Nevada Department of Environmental Protection (NDEP) Regulations Amending NAC 278 for Subdivision**; direct staff accordingly or take other action as deemed necessary (*for possible action*)

Jennifer Karr, Chief, Bureau of Safe Drinking Water, Nevada Division of Environmental Protection discussed proposals to be submitted to the State Environmental Commission regarding subdivision permits. (*Attachment 1*)

There was no action taken on this item.

- VI. BOARD REPORTS:** The Southern Nevada District Board of Health members may identify emerging issues to be addressed by staff or by the Board at future meetings, and direct staff accordingly. Comments made by individual Board members during this portion of the agenda will not be acted upon by the Southern Nevada District Board of Health unless that subject is on the agenda and scheduled for action.

Member Noonan noted that the Public Employees Retirement System (PERS) board is recommending an increase in the PERS funding and asked what the fiscal impact would be if the proposal is passed. Andy Glass, Director of Administration will get this information to the board.

Member Giunchigliani asked about a recent news article in which it was alleged that a family member had taken the Food Handlers card test for the individual who received the card. Jackie Reszetar, EH Manager, stated the verification process is under review and the district is currently working with PBS to help solidify safer measures to proctor the exams.

VII. HEALTH OFFICER & STAFF REPORTS

- Ebola queries have dropped dramatically over the last three weeks.
- There is no update on the legislative agenda; however, there could be some effect from the turnover. Dr. Iser continues to meet with local Assembly persons.
- Shirley Oakley, Human Resource Administrator, noted HR is in the process of selecting a vendor for the Employee Satisfaction Survey. The target date for roll-out of the survey is February 2, 2015.
- In regard to the building update, Andy Glass, Director of Administration, reported:

After review of all documentation, Sansone Company has indicated no interest in continuing with the project.

In discussions with Tiberti Group, they have offered to not enforce the lease extension premium and are interested in selling the building.

The district is in final discussions with the property owners of 278 S. Decatur, however there are still some details to be worked out.

VIII. INFORMATIONAL ITEMS

- 1. Chief Health Officer and Administration**
 - A. Monthly Activity Report – October 2014
- 2. Community Health:**
 - A. Monthly Activity Report – October 2014
- 3. Environmental Health:**
 - A. Monthly Activity Report – October 2014
- 4. Clinics and Nursing:**
 - A. Monthly Activity Report – October 2014

- IX. PUBLIC COMMENT:** A period devoted to comments by the general public, if any, and discussion of those comments, about matters relevant to the Board's jurisdiction will be held. No action may be taken upon a matter raised under this item of this Agenda until the matter itself has been specifically included

on an agenda as an item upon which action may be taken pursuant to NRS 241.020. Comments will be limited to five (5) minutes per speaker. Please step up to the speaker's podium, clearly state your name and address, and spell your last name for the record. If any member of the Board wishes to extend the length of a presentation, this may be done by the Chairman or the Board by majority vote.

Seeing none, this portion of the meeting was closed.

X. ADJOURNMENT

The meeting adjourned at 9:42 a.m.

Joseph P. Iser, MD, DrPH, MSc
Chief Health Officer/Executive Secretary

/jrw

**PROPOSED REGULATION OF THE
STATE ENVIRONMENTAL COMMISSION
October 27, 2014
P2014-11**

EXPLANATION – Matter in *italics* is new; matter in brackets ~~[omitted-material]~~ is material to be omitted.

AUTHORITY: NRS 439.150, 439.200, 445A.855, and 445A.860.

Section 1. NAC 278.290 is hereby amended to read as follows:

NAC 278.290 When a developer submits a final map of his or her subdivision for review, the developer must also provide a complete plan showing the systems of water supply and sewage disposal for the area to be developed. *If improvement plans were approved by the Division or local agency prior to final map submittal, the developer shall certify that the improvement plans were not altered subsequent to approval. Any changes to approved improvement plans require re-submittal for review and approval by the Division or local agency with clear indication on the plans regarding all changes.*

Sec. 2. NAC 278.330 is hereby amended to read as follows:

NAC 278.330 1. The Division or local agency shall review and either approve or disapprove the plans for improvements shown on the final map ~~[and]~~ *or* related *improvement* plans within 30 days after receipt of the map ~~[and]~~ *or* plans.

2. The Division or local agency shall give written notice of its approval or disapproval to the developer. If the Division or local agency disapproves the map or plans, its notice must include the reasons for its action.

3. If the developer fails to record an approved final map within the time allowed by NRS 278.360, the developer must resubmit a tentative map through the governing body to the Division or local agency for its review and approval.

Sec. 3. NAC 278.340 is hereby amended to read as follows:

NAC 278.340 The developer shall not perform any *clearing, grubbing or grading* ~~construction~~ on the site of a subdivision, except that necessary to evaluate the subdivision, until the Division or local agency approves the *improvement plans, and the developer demonstrates that the requirements of NAC 278.390 to NAC 278.480, inclusive, have been met. The developer shall not perform construction of improvements on the site of a subdivision until the final map is approved.*

Sec. 4. NAC 278.390 is hereby amended to read as follows:

NAC 278.390 Analyses of water quality may be performed in the State Public Health Laboratory, or any other laboratory certified by the ~~State Health Officer~~ *Division*, upon the developer's submission of an adequately identified sample consisting of ~~1-gallon-of-water~~ *a volume of water necessary to conduct drinking water quality analyses, in sample containers appropriate for the analyses.*

Sec. 5. NAC 278.490 is hereby amended to read as follows:

NAC 278.490 The following fees are prescribed for services performed by the Division:

For reviewing a tentative map.....	\$400
Plus \$3 for each building lot shown on the map.	
<i>For reviewing improvement plans.....</i>	<i>300</i>
For reviewing a final map.....	400 100
Plus \$3 for each building lot shown on the final map.	
For a preliminary evaluation of a plant for water treatment for a subdivision, an additional fee of.....	50
For requesting and considering information which the subdivider has failed to submit in accordance with NAC 278.260 to 278.370 , inclusive, each request	100