



MINUTES

**Southern Nevada District Board of Health Meeting
October 9, 2015 – 10:00 A.M.
Southern Nevada Health District, 330 S. Valley View Boulevard, Las Vegas, NV 89107
Conference Room 2**

Bob Beers, Chair, called the Southern Nevada District Board of Health meeting to order at 8:31 a.m.

BOARD: Bob Beers – Chair – Councilmember, City of Las Vegas
Present) Richard Cherchio – Councilmember, City of North Las Vegas
Cynthia Delaney – Councilmember, City of Mesquite
Douglas Dobyne – At-Large Member, Regulated Business/Industry
Marilyn Kirkpatrick – Commissioner, Clark County
John Marz – Councilmember, City of Henderson
Scott Nielson – At-Large Member, Gaming
Rod Woodbury, Vice-Chair – Mayor, Boulder City

(Absent): Chris Giunchigliani – Commissioner, Clark County
Frank Nemeč – A t-Large Member, Physician
Lois Tarkanian, Secretary – Councilmember, City of Las Vegas

ALSO PRESENT:
(In Audience)

LEGAL COUNSEL: Annette Bradley, Esq.

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

STAFF: Heather Anderson-Fintak, Karen Atkins, Ray Chua, Rick Cichy, Darris Cole, Margarita DeSantos, Jason Frame, Andrew Glass, Jeff Good, John Hammond, Forrest Hasselbauer, Jay Johnson, Paul Klouse, Cassius Lockett, Sharon McCoy-Huber, Dan Musgrove, Verallynn Orewyler, Mike Palmer, Jacqueline Reszetar, Jennifer Sizemore, Bonnie Sorenson, Jacqueline Wells

**CALL TO ORDER
PLEDGE OF ALLEGIANCE**

- I. **OATH OF OFFICE:**
Southern Nevada District Board of Health Appointed Members Scott Nielson, At-Large, Gaming and Commissioner Marilyn Kirkpatrick, Clark County, were sworn in by Jacqueline Wells, Executive Assistant.
- II. **RECOGNITIONS:**
- Dr. Iser introduced two new District employees, Shandra Hudson, HR Administrator and Adele Solomon, Accreditation Coordinator.
 - Dr. Iser acknowledged Commissioner Mary Beth Scow, who had been an integral member of the board since January 2011. Commissioner Scow has been replaced by Commissioner Kirkpatrick.
- III. **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.

Jodi Brounstein, Environmental Health Inspector, has been with the District for fourteen years and informed that the health inspectors are dedicated to their jobs and feel they are making a difference. It has been five years since a cost of living increase. Ms. Brounstein has been through three new cars, and gets the District's \$50.00 monthly stipend which has not changed in years. Long term employees are not getting any benefit to staying with the District or being recognized.

Michael Collins, former Board member, discussed changes that have taken place as a result of Nevada Revised Statute 632. As a professional nurse, Mr. Collins is concerned that replacing the Director of Clinics and Nursing Services with other than a Registered Nurse will have an ill effect on the District. As the District employs approximately one hundred and twenty nurses, in order for them to be able to deliver the highest quality of public health, a clinical person is required to oversee all aspects of nursing services. Mr. Collins can provide additional information as to how eliminating the Director of Clinics and Nursing Services position can potentially harm the District and community.

Rosemary Ensign, District employee, clarified that the employees love to work at the District and make a difference. None of the employees have had raises, other than step increases, and employees are frustrated that Dr. Iser is getting a raise. Ms. Ensign distributed a handout to the board regarding the evaluation of the Food Safety Training Program. **(Attachment 1)**

Ellen Spears, District employee, stated her level of frustration has been quite evident lately although that is not her goal. As an American citizen, Ms. Spears is disheartened with the people who write the rules and exempt themselves from the rules, for example the employees do not get raises but the leaders get raises. Leaders across the county have an obligation to abide by the same rules that apply to the citizens and the same applies to SNHD.

Norine Clark, District employee, was Chief Steward for a few years and does not understand why employees are upset as they elected the people to represent them during contract negotiations. The employees had no clue as to what was going on during negotiations as the Union leadership made decisions that affected all employees. The Union representatives agreed to this contract. Initially, the economy was bad and concessions were required, but in this last contract they agreed to a lot of things and are now complaining. The only thing that can now be done is live with the contract as negotiated and try to work with administration when the contract is open again for wages. Ms. Clark takes offense to others speaking on her behalf and those of other employees. Those involved should take responsibility for the contract.

Al Sang, District employee, recognizes Dr. Iser's skills in balancing the budget, which was a very difficult task. However, he feels frustrated as the budgeted travel and training allocation for the divisions of Nursing, Environmental Health and Community Health have decreased by \$250,000 however, travel and training expenses for Administration has increased by \$40,000. Those on the front line need more training and would make better use of training than those in Administration. In the past, the Chief Health Officer has declined pay raises. Apparently priorities were not straight when this budget was submitted, as the numbers do not make sense.

Victoria Harding, SNHD employee and SNHD SEIU 1107, attended the CHO Annual Review Committee meeting and has recently met with most of the Board members. Dr. Iser received numerous positive letters of recommendations from the members of the community which were well deserved. Ms. Clark spoke very well of Dr. Iser at the CHO Annual Review meeting and was one of the first people to make Dr. Iser aware of morale problems at the District. Greater transparency and internal communications would help a lot. There is not a lot of program communication with Dr. Iser and Ms. Harding would like to see more sit-down discussions with him. Regarding the contract, if the contract is disrespected, the employees are disrespected. During the last contract, employees were polled and no additional layoffs were a priority, which has been accomplished. There are many rumors and gossip regarding Dr. Iser's presence five days per week which causes negativity within the District. Over the last two years, the District has digressed and Ms. Harding hopes to move forward. There are numerous employees leaving the District which seems to be increasing. In regard to Dr. Iser's proposed contract, Ms. Harding does not advise appointing Dr. Iser to the Chief Medical Officer position and thinks two years may be too much. As far as the 2.5% increase, Ms. Harding advises that it not be approved.

Seeing no one else, the Chair closed this portion of the meeting.

IV. ADOPTION OF THE OCTOBER 9, 2015 AGENDA (for possible action)

A motion was made by Member Woodbury seconded by Member Delaney and unanimously carried to adopt the October 9, 2015 agenda as presented.

V. 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:** August 27, 2015 (for possible action)
2. **PETITION #22-15:** Approval of Interlocal Agreement between Clark County Fire Department and the Southern Nevada Health District; EMS Data Sharing Agreement to assist with system oversight and improvement; direct staff accordingly or take other action as deemed necessary (for possible action)
3. **PETITION #23-15:** Approval of Interlocal Agreement between Henderson Fire Department and the Southern Nevada Health District; EMS Data Sharing Agreement to assist with system oversight and improvement; direct staff accordingly or take other action as deemed necessary (for possible action)
4. **PETITION #24-15:** Approval of Interlocal Agreement between Mesquite Fire and Rescue and the Southern Nevada Health District; EMS Data Sharing Agreement to assist with system oversight and improvement; direct staff accordingly or take other action as deemed necessary (for possible action)
5. **PETITION #25-15:** Approval of Interlocal Agreement between Las Vegas Fire and Rescue and the Southern Nevada Health District; EMS Data Sharing Agreement to assist with system oversight and improvement; direct staff accordingly or take other action as deemed necessary (for possible action)
6. **PETITION #26-15:** Approval of Interlocal Agreement between North Las Vegas Fire Department and the Southern Nevada Health District; EMS Data Sharing Agreement to assist with system oversight and improvement; direct staff accordingly or take other action as deemed necessary (for possible action)
7. **PETITION #27-15:** Approval of Interlocal Agreement between Boulder City Fire Department; and the Southern Nevada Health District EMS Data Sharing Agreement to assist with system oversight and improvement; direct staff accordingly or take other action as deemed necessary (for possible action)
8. **PETITION #30-15:** Approval of Records Management Services Agreement with Opportunity Village to provide comprehensive record storage and management services to Southern Nevada Health District; direct staff accordingly or take other action as deemed necessary (for possible action)
9. **PETITION #31-15:** Approval of Interlocal Lease Agreement between Clark County and Southern Nevada Health District direct staff accordingly or take other action as deemed necessary (for possible action)
10. **PETITION 32-15:** Approval of Interlocal Agreement between Mount Charleston Fire District and Southern Nevada Health District; Shared Services Agreement to streamline licensing process for Emergency Medical Services provider; direct staff accordingly or take other action as deemed necessary (for possible action)

11. **PETITION 33-15:** Approval of Interlocal Agreement between Mount Charleston Fire District and Southern Nevada Health District; EMS Data Sharing Agreement); District direct staff accordingly or take other action as deemed necessary (*for possible action*)

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

- VI. **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.

The Chair called the meeting into Closed Session at 10:45 a.m.

- VII.

CLOSED SESSION – To Be Held Following the Public Hearings

Go into closed session pursuant to NRS 241.015(2)(b)(2), to receive information from the Southern Nevada Health District's attorney regarding potential or existing litigation involving matters over which the Board has supervision, control, jurisdiction or advisory power and to deliberate toward a decision on the matter; (*for possible action*)

The Chair reconvened Open Session at 11:04 a.m.

- VIII. **REPORT/DISCUSSION/ACTION**

1. **Review/Discuss Employee Survey Results and Plans:** direct staff accordingly or take other action as deemed necessary (*for possible action*)

Shandra Hudson, Human Resources Administrator, relayed work plans are currently in review and communication is priority. Employee concerns are being addressed and two measures have been established: 1) Action plans must be in writing and 2) Work groups must meet to determine status of plans. The Leadership Team has discussed ways to connect with employees, establish transparency and make employees aware of the direction that the District going. Some of the issues are regarding pay structure and out of class pay. A class and compensation audit will be scheduled to address these issues. Ms. Hudson wants to create an atmosphere of trust and accountability across the District. For the most part, the comments were fair; however some employees indicated they were not happy. Another survey will be sent to all employees a year from the date of the last survey.

Ms. Hudson clarified that supervisors and managers were tasked to have discussions with employees to get input on the action plans.

Member Kirkpatrick requested a quarterly report regarding progress, target goals, measurements and action plans. Member Woodbury agreed and asked that some tentative dates be provided.

Member Delaney asked Ms. Hudson to provide all comments of the next survey to the Board.

Member Cherchio stated transparency and mutual respect is very important. He hopes the morale issues do not take away from the goals of public health.

Chair Beers asked if disruption within HR leadership would delay survey timelines. Ms. Hudson feels the disruptions have been minimal and action plan goals should be met in a timely manner.

There was no action taken on this item.

2. Receive Report and Accept Recommendations from the September 23, 2015 Chief Health Officer Annual Review Committee Meeting; - Committee Members: Bob Beers (Chair), Doug Dobyne, Chris Giunchigliani, Frank Nemec and Rod Woodbury; direct staff accordingly or take other action as deemed necessary (*for possible action*)

Chair Beers noted the amendments to the Chief Health Officer contract as:

- Dr. Iser will serve as District Health Officer and Chief Medical Officer until a Chief Medical Officer is appointed
- Extension of contract through September 22, 2017
- Increase in compensation by 2.5%

Chair Beers noted this increase is a step increase and Dr. Iser is paid significantly less than the former Chief Health Officer.

Dr. Iser confirmed his current salary as approximately \$235,000.

Member Kirkpatrick's is concerned with the extension of the contract. Dr. Iser stated it was his opinion that a two year contract would take the District through the next legislative season.

Member Cherchio confirmed that the proposed contract extension would take Dr. Iser through 2017. He added as a team, there have been some employees that have not gotten pay increases and there needs to be some ownership by management. City of North Las Vegas staff have not received a cost of living increase in five to six years.

Chair Beers stated the proposed increase is in line with a step increase as opposed to a cost of living increase.

A motion was made by Member Woodbury seconded by Member Dobyne and carried by a vote of 7-1, with Member Cherchio opposing.

Dr. Iser thanked the Board for approving his contract and donated his 2.5% step increase to the Employee Events Committee. This committee has been working diligently to promote morale and create a positive environment within the District. Michelle Nath, EMS and Trauma System, accepted the donation on behalf of the Employee Events Committee and thanked Dr. Iser for his generosity.

IX. 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.

Chair Beers would like to discuss dogs on restaurant patios at the next Board of Health meeting.

X. HEALTH OFFICER & STAFF REPORTS

CHO Comments

- The District was formerly covered by under some of the insurance items by Clark County provisions, however the permission for medical and nurse malpractice was withdrawn and the District has acquired its own policy.
- Dr. Iser encouraged everyone to get a flu shot.

- The District is involved in the FBI/Metro investigation regarding an unlicensed individual that has been practicing medicine from his home.
- Last week the District facilitated Operation Rabbit's Foot, a multi-partner emergency preparedness exercise.

Chad Kingsley, Health Educator II, presented the Teen Pregnancy Prevention Grant program overview. **(Attachment 2)**

Andy Glass, Director of Administration, reported the building renovation progress is on schedule and phased move-in is expected to begin on November 12. Complete vacancy of 330 S. Valley View and 400 Shadow Lane should occur in January 2016. There are currently two change orders for solar tubes, pantry and upgrades to some of the exterior and interior finishes that will affect the budget. Mr. Glass will update the Board at the next meeting as the numbers are not in yet. Discussions with Nevada Energy since July have not resulted in acquiring necessary drawings prior to deadlines, which will result in budget overruns and missed deadlines. Earlier this week, the District received a \$200,000 redevelopment grant from the City of Las Vegas. Construction is approximately 50-60% complete.

XI. INFORMATIONAL ITEMS

A. Board of Health

1. Letter from Clark County appointing Commissioner Marilyn Kirkpatrick as member of the Southern Nevada District Board of Health for the term September 15, 2015 – June 30, 2017 (replacing Commissioner Mary Beth Scow)
- B.** Chief Health Officer and Administration Monthly Activity Report – August 2015
C. Community Health Monthly Activity Report – August 2015
D. Environmental Health Monthly Activity Report – August 2015
E. Clinics and Nursing Monthly Activity Report – August 2015

XII. 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.

Victoria Harding, SNHD employee, and SNHD SEIU, reported Ms. Hudson is doing a great job. In her experience as a disease investigator, Ms. Harding has been concerned about the issue of completing Ryan White grant paperwork prior to meeting with the client. The group addressed concerns with management and their voices were heard. It is important that voices of front line employees are heard. Team SNHD includes all employees and it is important that lines of communication are kept open.

Darris Cole, District employee, has been working at the District for eight years. He has noticed a huge divide between management and staff and wonders if some people are delusional or consumed in their own world. Mr. Cole does not feel that questions are adequately answered and the only communication is take-aways and more work. Morale is at an all-time low and to act like it is not is confusing to him. Management makes jokes at the employees' expense that he does not find humorous and believes that it creates a hostile environment. Employees are expected to respect management that does not respect employees. He is not to blame for the state of the budget and the mismanagement of funds but supports staff and does his job as best as he can with the tools provided. Positions are not being filled and there is no employee appreciation. With team effort, the District can get back to being an organization that supports the public as well as being supported internally.

Seeing no one else, the Chair closed this portion of the meeting.

XIII. ADJOURNMENT

The Chair adjourned the meeting at 12:32 p.m.

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

/jw

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