



MINUTES

Southern Nevada District Board of Health Public Health Advisory Board Meeting

May 16, 2016 – 8:30 A.M.

**Southern Nevada Health District, 280 S. Decatur Boulevard, Las Vegas, NV 89107
Red Rock Trail Room A and B**

Chair Jones called the Southern Nevada District Board of Health Public Health Advisory Board Meeting to order at 8:35 a.m.

BOARD:
(Present) Tina Coker – Member, City of Henderson
Michael Collins, Vice-Chair – Member, Registered Nurse
Timothy Jones, Chair – Member, Environmental Health
LeQawn McDowell – Member, City of Las Vegas
Kenneth Osgood – Member, Physician
Rich Shuman - Member, City of Boulder City

(Absent): Matthew Anderson – Member, City of North Las Vegas
Tim Marleau – Member, City of Mesquite

ALSO PRESENT: None
(In Audience)

LEGAL COUNSEL: Annette Bradley, Esq.

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

STAFF: Heather Anderson-Fintak, Karen Carifo, Rachell Ekroos, Andrew Glass, Shandra Hudson, Sharon McCoy-Huber, Mike Johnson, Edie Mattox, Michelle Nath, Verallynn Orewyler, Jacqueline Reszetar, Jennifer Sizemore, Adele Solomon, Jacqueline Wells

CALL TO ORDER PLEDGE OF ALLEGIANCE

I. OATH OF OFFICE:

Southern Nevada District Board of Health Advisory Board Members Tina Coker and Richard Shuman were sworn in by Jacqueline Wells, Executive Assistant.

- II. 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, Chair Jones closed this portion of the meeting.

III. ADOPTION OF THE MAY 16, 2016 AGENDA (for possible action)

A motion was made by Member Osgood seconded by Member McDowell and unanimously carried to adopt the May 16, 2016 agenda as presented.

- IV. **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/ADVISORY BOARD MEETING:** March 21, 2016 (*for possible action*)

A motion was made by Member Osgood seconded by Member McDowell and unanimously carried to approve the Consent Agenda as presented.

- V. **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.

VI. **REPORT/DISCUSSION/ACTION**

1. **Review/Discuss and Approve Advisory Board Bylaws As Approved by Board of Health on April 28, 2016; and Identify/Discuss Additional Governance Documents Required;** direct staff accordingly or take other action as deemed necessary (*for possible action*)

The Advisory Board Bylaws as approved by the Board of Health on April 28, 2016 were reviewed. Revisions to the bylaws included:

- Article 7.6 remove "except when adopting regulations whereby an affirmative vote of a majority of all members of the Advisory Board is required."
- Addition of Article 7.13 "Any member who has been absent from three (3) meetings will be subject to removal by the Board of Health."
- Insertion of "and any amendments" language to Article 10.1

There were no further Governance Documents to be added.

A motion was made by Member Osgood seconded by Member McDowell and unanimously carried to adopt the Advisory Board Bylaws as Approved by Board of Health on April 28, 2016 as presented.

2. **Identify, Discuss, and Approve Advisory Board Priorities and/or Projects to be Undertaken;** direct staff accordingly or take other action as deemed necessary (*for possible action*)

The focus of the Advisory Board will be to work with the accreditation process and on projects that are identified by the Southern Nevada District Board of Health (BOH). An update on the Community Health Assessment will be provided to the BOH at the May meeting, and the information will be presented to the Advisory Board during the June meeting.

There was no action taken on this item.

3. **Discuss and Approve 2016 Meeting Schedule;** direct staff accordingly or take other action as deemed necessary (*for possible action*)

Following discussion regarding the 2016 meeting schedule, the Advisory Board will meet monthly over the next two months and then move to a quarterly meeting schedule. Meetings

will be held on the second Monday of the scheduled meeting month at 8:30 a.m., with an exception for July. The recommended meeting dates were proposed as follows: Monday, June 13, Tuesday, July 12, and Monday, October 10 then quarterly (second Monday) thereafter.

A motion was made by Member McDowell seconded by Member Shuman and carried unanimously to accept the proposed meeting schedule.

4. Discuss and Approve Recommendations to the Southern Nevada District Board of Health on May 26, 2016; direct staff accordingly or take other action as deemed necessary (for possible action)

A summary of the agenda items was reviewed and recommendations will be brought forward to the Southern Nevada District Board of Health on May 26, 2016.

A motion was made by Member Osgood seconded by Member McDowell and carried unanimously to make recommendations to the Southern Nevada District Board of Health (BOH) as follows: Advisory Board has accepted the bylaws as amended by the BOH; accreditation will be the primary scope of focus over the next year; the Advisory Board meeting schedule has been proposed.

- VII. 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 no one, the Chair closed this portion of the meeting.

VIII. ADJOURNMENT

A motion was made by Member Osgood seconded by Member Shuman and carried unanimously to adjourn the meeting at 9:02 a.m.

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

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