

CARSON CITY BOARD OF HEALTH
Minutes of the January 15, 2015 Meeting
Page 1

DRAFT

A meeting of the Carson City Board of Health was held during the regularly scheduled Carson City Board of Supervisors meeting on Thursday, January 15, 2015, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Susan Pintar
Vice Chairperson Robert Crowell
Member Karen Abowd
Member Brad Bonkowski
Member Ken Furlong
Member John McKenna
Member Jim Shirk

STAFF: Nick Marano, City Manager
Susan Merriwether, Clerk - Recorder
Adriana Fralick, Chief Deputy District Attorney
Kathleen King, Chief Deputy Clerk

NOTE: A recording of these proceedings, the board's agenda materials, and any written comments or documentation provided to the Clerk during the meeting are part of the public record. These materials are on file in the Clerk's Office, and available for review during regular business hours.

35. CALL TO ORDER AND ROLL CALL (2:00:56) - Chairperson Pintar called the meeting to order at 2:00 p.m. Ms. Merriwether called the roll; a quorum was present.

36. PUBLIC COMMENT (2:02:01) - Chairperson Pintar entertained public comment; however, none was forthcoming.

37. POSSIBLE ACTION ON APPROVAL OF MINUTES - October 16, 2014 (2:02:15) - Chairperson Pintar entertained a motion. **Member Abowd moved to approve the minutes, as published. The motion was seconded and carried 6-0-1, Member Bagwell abstaining.**

38. HEALTH AND HUMAN SERVICES DEPARTMENT

38(A) REPORT, DISCUSSION, AND POSSIBLE ACTION TO DIRECT STAFF REGARDING THE HEALTH OFFICER'S REPORT CONCERNING ACTIVITIES IN WHICH THE HEALTH OFFICER IS ENGAGED, BOTH INSIDE AND OUTSIDE THE CARSON CITY HEALTH AND HUMAN SERVICES DEPARTMENT (2:02:40) - Chairperson Pintar introduced this item, presented her report, and responded to questions of clarification throughout. Chairperson Pintar entertained a motion. **Member Crowell moved to accept and approve the Health Officer's report. Member Bagwell seconded the motion.**

RESULT:	Approved [7 - 0]
MOVER:	Member Robert Crowell
SECOND:	Member Lori Bagwell
AYES:	Members Crowell, Bagwell, Abowd, Bonkowski, Furlong, Shirk, and Chair Pintar
NAYS:	None
ABSENT:	None
ABSTAIN:	None

CARSON CITY BOARD OF HEALTH
Minutes of the January 15, 2015 Meeting
Page 2

DRAFT

38(B) REPORT, DISCUSSION, AND POSSIBLE DIRECTION TO STAFF REGARDING THE DIRECTOR'S REPORT ON CARSON CITY HEALTH AND HUMAN SERVICES DEPARTMENT ACTIVITIES (2:06:41) - Chairperson Pintar introduced this item, and Health and Human Services Department Director Nicki Aaker presented the report in conjunction with displayed slides. Ms. Aaker, Dr. Pintar, and appropriate Health and Human Services Department staff responded to questions of clarification. Chairperson Pintar entertained additional questions and, when none were forthcoming, a motion. **Member Crowell moved to accept the Director's report and give direction to staff on Carson City Health and Human Services activities. Member Abowd seconded the motion.**

RESULT:	Approved [7 - 0]
MOVER:	Member Robert Crowell
SECOND:	Member Karen Abowd
AYES:	Members Crowell, Abowd, Bonkowski, Bagwell, Furlong, Shirk, and Chair Pintar
NAYS:	None
ABSENT:	None
ABSTAIN:	None

38(C) POSSIBLE ACTION TO ACCEPT THE UPDATED CARSON CITY HEALTH AND HUMAN SERVICES DEPARTMENT STRATEGIC PLAN (2:34:53) - Chairperson Pintar introduced and provided background information on this item. Health Program Specialist / Accreditation Coordinator Valerie Cauhape reviewed the draft update which was included in the agenda materials, and responded to corresponding questions of clarification. Health and Human Services Department Director Nicki Aaker advised that the subject strategic plan will be included in the City's overall strategic plan. Chairperson Pintar entertained a motion. **Member Abowd moved to accept the updated Carson City Health and Human Services Strategic Plan. Member Bagwell seconded the motion.** Chairperson Pintar called for a vote on the pending motion.

RESULT:	Approved [7 - 0]
MOVER:	Member Karen Abowd
SECOND:	Member Lori Bagwell
AYES:	Members Abowd, Bagwell, Bonkowski, Crowell, Furlong, Shirk, and Chair Pintar
NAYS:	None
ABSENT:	None
ABSTAIN:	None

38(D) POSSIBLE ACTION TO ACCEPT THE UPDATED COMMUNITY HEALTH IMPROVEMENT PLAN ("CHIP") (2:48:20) - Chairperson Pintar introduced this item, and Health Program Specialist / Accreditation Coordinator Valerie Cauhape reviewed the agenda materials. Chairperson Pintar provided clarification of the community issues listed at page 5 of the CHIP, which was included in the agenda materials. Chairperson Pintar and Ms. Cauhape responded to questions of clarification throughout the presentation. Chairperson Pintar thanked Ms. Cauhape, and referred to the Ten Essential Public Health Services "as a useful reminder of what we're supposed to be doing as a Board of Health." Chairperson Pintar entertained a motion. **Member Abowd moved to accept the updated Community Health Improvement Plan, as published. Member Bagwell seconded the motion.** Chairperson Pintar called for a vote on the pending motion.

CARSON CITY BOARD OF HEALTH
Minutes of the January 15, 2015 Meeting
Page 3

DRAFT

RESULT:	Approved [7 - 0]
MOVER:	Member Karen Abowd
SECOND:	Member Lori Bagwell
AYES:	Members Abowd, Bagwell, Bonkowski, Crowell, Furlong, Shirk, and Chair Pintar
NAYS:	None
ABSENT:	None
ABSTAIN:	None

38(E) PRESENTATION AND DISCUSSION ONLY REGARDING CARSON CITY HEALTH AND HUMAN SERVICES DEPARTMENT WORKFORCE DEVELOPMENT PLAN (3:02:59) - Chairperson Pintar introduced this item, and Health and Human Services Department Director Nicki Aaker provided background information and reviewed the agenda materials. Ms. Aaker and Chairperson Pintar responded to questions of clarification, and discussion ensued, throughout the presentation. Chairperson Pintar entertained additional questions or comments and, when none were forthcoming, expressed appreciation for the hard work of Sandy Wartgow on this project.

38(F) PRESENTATION AND DISCUSSION ONLY REGARDING THE QUALITY IMPROVEMENT PROJECTS CONDUCTED WITHIN THE PUBLIC HEALTH PREPAREDNESS DIVISION TO IMPROVE FORM COMPLETION BY PATIENTS / CLIENTS FOR BILLING AND CHARTING (3:10:45) - Chairperson Pintar introduced this item, and Sandy Wartgow introduced herself for the record. Ms. Wartgow narrated a PowerPoint presentation, which was displayed in the meeting room and copies of which were included in the agenda materials. She responded to questions of clarification throughout the presentation. Chairperson Pintar thanked Ms. Wartgow for her presentation.

38(G) POSSIBLE ACTION TO SCHEDULE BOARD OF HEALTH MEETINGS FOR 2015 IN CONJUNCTION WITH BOARD OF SUPERVISORS REGULAR MEETING DAYS ON MARCH 19, MAY 21, JULY 16, SEPTEMBER 17, AND NOVEMBER 19 (3:25:38) - Chairperson Pintar introduced this item, and Health and Human Services Department Director Nicki Aaker noted the late material changing the March meeting to April 2nd. Following a brief discussion, Chairperson Pintar entertained a motion. **Member Abowd moved to approve the Board of Health Meetings for 2015, in conjunction with the Board of Supervisors' regular meeting days, on April 2nd, May 21st, July 16th, September 17th, and November 19th. Member Bonkowski seconded the motion.** Chairperson Pintar called for a vote on the pending motion.

RESULT:	Approved [7 - 0]
MOVER:	Member Karen Abowd
SECOND:	Member Brad Bonkowski
AYES:	Members Abowd, Bonkowski, Crowell, Bagwell, Furlong, Shirk, and Chair Pintar
NAYS:	None
ABSENT:	None
ABSTAIN:	None

39. PUBLIC COMMENT (3:28:01) - Chairperson Pintar entertained public comment; however, none was forthcoming.

CARSON CITY BOARD OF HEALTH
Minutes of the January 15, 2015 Meeting
Page 4

DRAFT

40. ACTION TO ADJOURN BOARD OF HEALTH (3:28:08) - Chairperson Pintar adjourned the Board of Health meeting at 3:28 p.m.

The Minutes of the January 15, 2015 Carson City Board of Health meeting are so approved this _____ day of April, 2015.

SUSAN PINTAR, M.D., Chair

ATTEST:

SUSAN MERRIWETHER, Clerk - Recorder