



STAFF REPORT

Report To: Board of Health **Meeting Date:** February 21, 2019

Staff Contact: Nicki Aaker; naaker@carson.org

Agenda Title: For Possible Action: Presentation, discussion and possible action regarding the Board of Health orientation and re-orientation, potential revisions to the current bylaws of the Board of Health and requests for future training needs and reference materials. (Nicki Aaker, naaker@carson.org)

Staff Summary: This is a presentation of a Public Health video and information pertaining to Carson City's Board of Health. The current Board of Health bylaws were adopted on March 17, 2011. Staff will inquire into whether the Board of Health wishes to make revisions at a later meeting. The presentation also includes discussion of relevant provisions of Nevada Revised Statutes pertaining to public health and the responsibilities and powers of Carson City's Board of Health. Feedback and direction is requested from the Board of Supervisors regarding future training needs, if any, and reference materials that the Board requests to be given to each member.

Agenda Action: Formal Action / Motion **Time Requested:** 20 minutes

Proposed Motion

I move to accept the Board of Health orientation and re-orientation presentation (with feedback and direction given by the Board of Supervisors to be incorporated into this motion, if any).

Board's Strategic Goal

Quality of Life

Previous Action

N/A

Background/Issues & Analysis

N/A

Applicable Statute, Code, Policy, Rule or Regulation

NRS Chapters 439, 441A, 442, and 446; NAC Chapters 439, 441A, 442, and 446; Carson City Municipal Code (CCMC) Titles 9 and 12

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted?

Explanation of Fiscal Impact:

Alternatives

Recommendations may be given during the presentation; alternatively, do not accept the Board of Health orientation/re-orientation presentation.

Attachments:

[Carson City Board of Health Orientation and Reorientation.pdf](#)

[CC BOH By laws.pdf](#)

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

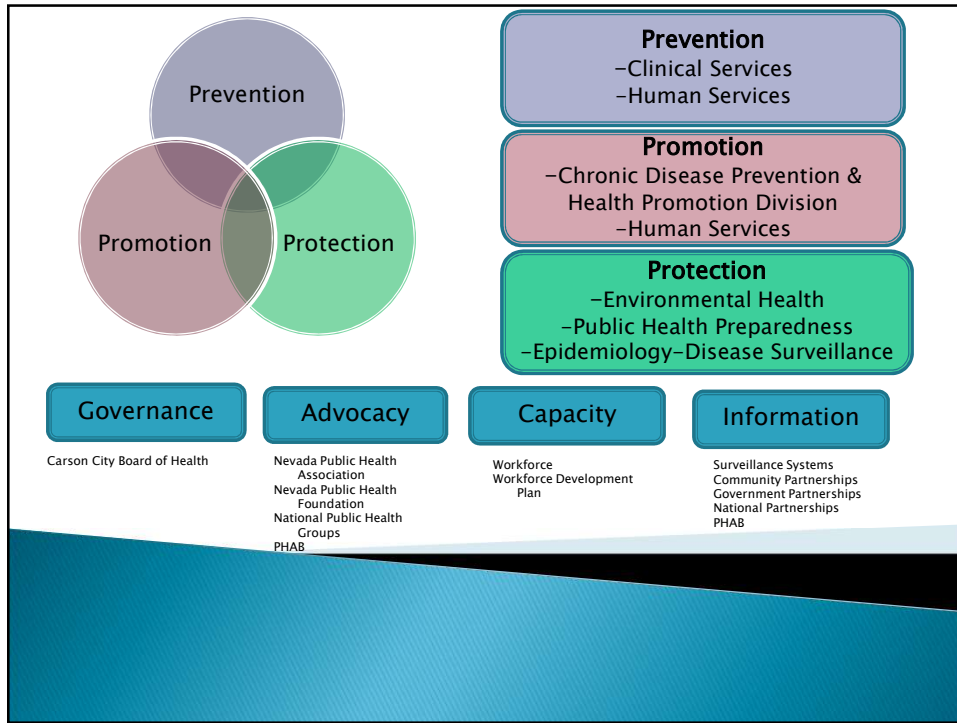
(Vote Recorded By)

Carson City Board of Health Orientation and Re-orientation

Nicki Aaker, Director
Carson City Health and Human Services
February 21, 2019

Public Health Video

▶ https://youtu.be/t_eWESXTnic

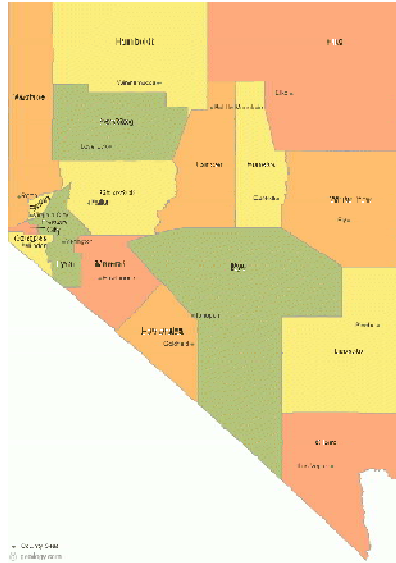


Public Health in Nevada

- ▶ Public health focuses on the health of the population
- ▶ Public health is not about the Health Department but how we link our Community Health Improvement Plan and our strategic plans for health improvement.

Public Health in Nevada

- Carson City Health and Human Services
- Southern Nevada Health District
- Washoe County Health District
- State of Nevada, Division of Public and Behavioral Health



Nevada Revised Statutes Nevada Administrative Code

- ▶ NRS 439; 441A; 442; 446
 - 439 – public health administration
 - 441A – communicable disease
 - 442 – maternal and child health
 - 446 – food establishments
- ▶ Corresponding NAC

Carson City's BOH

- ▶ Carson City's BOH formed November 13, 2003
 - This placed public health programs in the hands of the local government of Carson City.
- ▶ Carson City had the unique option of forming a City or County BOH – Opted for the County BOH

Carson City BOH

- ▶ Formed – November 13, 2003
- ▶ Bylaws
 - Adopted – March 17, 2011
 - Updating Needed?
- ▶ Carson City Municipal Code (CCMC) Title 9
 - County Health Officer
 - Supervision by the State of Nevada Health Division
 - BOH Duties
 - BOH Powers

County Health Officer

- ▶ Oversee sanitary conditions
- ▶ Adopt necessary regulations for prevention, suppression, and control of any contagious disease
- ▶ Quarantine powers
- ▶ Administration provided by county

Board of Health Duties NRS 439.350; CCMC, Title 9

The county board of health shall:

1. Oversee all sanitary conditions of the county in which the board is created.
2. Adopt such regulations as may be necessary for the prevention, suppression and control of any contagious or infectious disease dangerous to public health, which regulations take effect immediately upon approval by the State Board of Health.
3. File a copy of all of its adopted regulations with the county clerk.

Board of Health Powers NRS 439.360

The county board of health may:

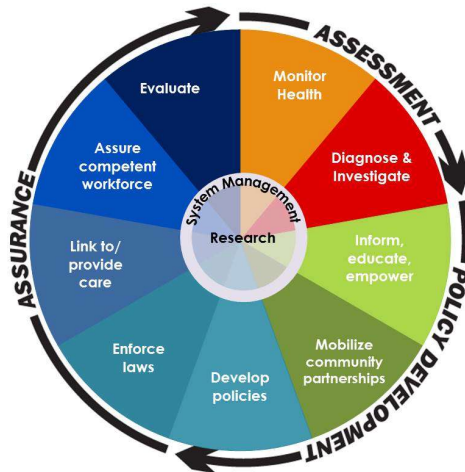
1. Abate nuisances in accordance with law.
2. Establish and maintain an isolation hospital or quarantine station when necessary for the isolation or quarantine of a person or a group of persons.
3. Restrain, quarantine and disinfect any person or group of persons sick with or exposed to any contagious or infectious disease that is dangerous to the public health.

Board of Health Powers Cont. NRS 439.360

The county board of health may:

4. Appoint quarantine officers when necessary to enforce a quarantine, shall provide whatever medicines, disinfectants and provisions which may be required, and shall arrange for the payment of all debts or charges so incurred from any funds available, but each patient shall, if the patient is able, pay for his or her food, medicine, clothes and medical attendance.
5. Subject to the prior review and approval of the board of county commissioners and except as otherwise provided in NRS 576.128, adopt a schedule of reasonable fees to be collected for issuing or renewing any health permit or license required to be obtained from the board pursuant to a law of this state or an ordinance adopted by any political subdivision of this state. Such fees must be for the sole purpose of defraying the costs and expenses of the procedures for issuing licenses and permits, and investigations related thereto, and not for the purposes of general revenue.

Ten Essential Public Health Services



How Would You Get Involved in Public Health

- ▶ Attend National Association of Local Boards of Health (NALBOH) Conference
 - August 14 - 16
 - Denver, CO
- ▶ Being a member of the Sexual Assault Response Team (SART)
- ▶ Participating in the CCHHS Resource Stewardship Advisory Group
- ▶ Supporting public health legislation and educating our legislators
- ▶ How would you like to get involved?



CARSON CITY BOARD OF HEALTH BYLAWS

Article 1: Name

1. The name of this board shall be the Carson City Board of Health, hereinafter referred to as the Board.

Article 2: Authority

1. **The Board is authorized under NRS 439.280**

Article 3: Purpose and Function

1. The purposes and functions of the Board are to:
 - a. Protect and promote the public health generally.
 - b. Adopt, amend, and enforce reasonable regulations consistent with law in the areas outlined in NRS Chapters 439, 441A 444, 446, 450B, and all other statutes providing authority to adopt, amend and enforce health-related regulations consistent with law.
 - c. Adopt a schedule of reasonable fees to be collected for providing of public health services, including but not limited to issuing or renewing any health permit or a license required to be obtained from the Board or the Health District pursuant to applicable law, with such permit or license fees being collected for the sole purpose of defraying the cost and expenses of the procedures for issuing licenses and permits, and investigation related thereto, and not for the purposes of general revenue generation.

Article 4: Composition

The composition of the Board as prescribed by NRS 439.280 and the terms of its members are as follows:

- a. The members of the Carson City Board of Supervisors whose terms on the Board of Health shall run concurrently with their terms in office.

- b. The Carson City Sheriff whose term on the Board of Health shall run concurrently with his term in office.
 - c. The County Health Officer whose term is prescribed by NRS 439.290.
2. Committees which include non-Board members may be created by Board action and the size and membership determined by the Board.
3. No member of the Board can bind the Board by word or action unless the Board has, in its capacity as governing body, designated such member as its agent for some specific purpose and for that purpose only.

Article 5: Officers

The Carson City Health Officer shall act as chairman of the City Board of Health and the City Clerk shall be the clerk of the Board.

2. Chairman
- a. The Board of Supervisors shall appoint a health officer for the City on or before January 1 next following each general election.
 - i. In the case of refusal or neglect of the Board of Supervisors to appoint a city health officer for 30 days after January 1 next following any general election or if a vacancy shall exist in the office of city health officer exceeding 30 days, the State Health Officer may make such an appointment for the City for that term and fix the compensation. (NRS 439.310).
 - b. The City Health Officer shall:
 - i. Be appointed on the basis of his or her graduate education in public health, training, experience and interest in public health and related programs (NRS 439.290).
 - ii. Act as chairman for a term of two years or until a successor has been appointed and qualified.

- iii. Receive compensation as fixed by the Board of Supervisors, which shall not be less than \$25 per month for performing the duties prescribed by law (NRS 439.300).
- iv. Preside at all meetings of the Board and enforce the parliamentary rules and order of business pursuant to the Agenda and the Nevada Open Meeting Law.
- v. Have the right to offer resolutions and to discuss questions.
- vi. Have the power to vote on all matters.
- vii. Call special meetings of the Board whenever there is sufficient business to come before the Board, or upon written request of three members of the Board.
- viii. Advise the Health Director on Agenda preparation for the meetings.
- ix. Sign all papers and documents as required by law or as authorized by action of the Board.
- x. Administer oaths or affirmations to witnesses at hearings.
- xi. Appoint a chairman and members of Board committees.
- xii. Exercise such other powers as may be delegated by the Board.
- xiii. With the approval of the Board of Supervisors appoint such deputies as may be necessary (NRS 439.330).

3. Vice Chairman

a. The vice-chairman shall, in the absence of the chairman, serve in the capacity and assume the duties of the chairman, taking actions appropriate to fulfill said responsibilities.

4. Secretary

a. The secretary shall:

- i. Call the Board meetings to order in the absence of the chairman and vice-chairman, and serve in the capacity of the chairman and assume the duties of the chairman.
- ii. Exercise such other powers that may be delegated by the Board.

Article 6: Meetings

1. The Board shall hold its regular meetings as frequently as determined by the Board, generally on the third Thursday of the month at least every quarter, unless such interferes with holidays or circumstances justify the setting otherwise.
2. As prescribed by law, a majority of the members of the Board constitutes a quorum.
3. Motions on action items shall require a second.
4. Any action of the Board shall require majority vote of the members in attendance and eligible to vote, except when adopting regulations or amending these bylaws whereby an affirmative vote of a majority of all members of the Board is required.
5. A roll call vote of record of the Board shall be had upon request of any Board member.
6. Special meetings may be held upon notice to each member of the Board as often and in such places within the City as the needs of the Board require.
7. Meetings will generally follow parliamentary procedure as contained in Robert's Rules of Order insofar as they do not conflict with the Nevada Revised Statutes and these bylaws.

Article 6: Staffing

1. Staff to the Board shall be provided by Carson City Health and Human Services for purposes of secretarial, research, and other needs.

Article 7: Amendments

1. These Bylaws may be amended by an affirmative vote of a majority of all members of the Board.

Adopted by the Carson City Board of Health March 17, 2011.