

**CARSON CITY BOARD OF HEALTH**  
**Minutes of the February 21, 2019 Meeting**  
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**DRAFT**

A meeting of the Carson City Board of Health was held during the regularly scheduled Carson City Board of Supervisors meeting on Thursday, February 21, 2019, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Susan Pintar  
Vice Chairperson Robert Crowell  
Member Stacey Giomi  
Member Brad Bonkowski  
Member Lori Bagwell  
Member John Barrette

**STAFF:** Nancy Paulson, City Manager  
Aubrey Rowlatt, Clerk - Recorder  
Adriana Fralick, Deputy City Manager  
Dan Yu, Assistant 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.

**18. CALL TO ORDER AND ROLL CALL (10:01:22)** - Chairperson Dr. Susan Pintar called the meeting to order at 10:01 a.m. Ms. Rowlatt called the roll; a quorum was present. Member Furlong was absent.

**19. PUBLIC COMMENT (10:01:54)** - Chairperson Pintar entertained public comment; however, none was forthcoming.

**20. POSSIBLE ACTION ON APPROVAL OF MINUTES - November 1, 2018 (10:02:03)** - Chairperson Pintar introduced this item, and entertained a motion. **Member Bonkowski moved to approve the minutes, with a correction to the members shown present; deleting Member Furlong, adding Member Bonkowski. The motion was seconded and carried unanimously.**

**21. HEALTH AND HUMAN SERVICES DEPARTMENT**

**21(A) POSSIBLE ACTION CONCERNING THE HEALTH OFFICER'S REPORT AND TO PROVIDE ANY ADDITIONAL FEEDBACK OR DIRECTION (10:03:03)** - Chairperson Pintar introduced this item and reported on the current flu season. She thanked Clinical Services Manager Roni Galas and Public Health Preparedness Program staff for delivering 5,000 flu shots in the community, in partnership with local pharmacies and local physicians offices. Chairperson Pintar reported on a measles epidemic in the Vancouver, Washington / Portland, Oregon area, and reminded everyone that vaccines are available at the Carson City Health and Human Services Department. Chairperson Pintar further reported on "interesting legislative updates" which would be provided by Health and Human Services Department Director Nicki Aaker. Chairperson Pintar entertained a motion. **Member Bagwell moved to accept the Health Officer's report. Member Giomi seconded the motion. Motion carried 6-0.**

**21(B) DISCUSSION REGARDING THE CARSON CITY HEALTH AND HUMAN SERVICES DIRECTOR’S UPDATE ON ACTIVITIES AT THE DEPARTMENT, INCLUDING LEGISLATIVE PUBLIC HEALTH PRIORITIES, RECOGNITION OF FRANCES ASHLEY FOR RECEIVING THE 2018 RYAN WHITE PRISM AWARD, AND RECOGNITION OF ART CONTEST WINNERS FROM CARSON HIGH SCHOOL FOR ART TO BE DISPLAYED IN THE CLINIC LOBBY (10:05:10)** - Chairperson Pintar introduced this item, and Health and Human Services Department Director Nicki Aaker presented the agenda materials. Ms. Aaker and Chairperson Pintar responded to questions of clarification regarding the public health legislative priorities which were listed in the agenda materials, and discussion followed.

Ms. Aaker congratulated Frances Ashley on receiving the 2018 Prism Award for providing exceptional Ryan White Program Services. Chairperson Pintar commended Ms. Ashley on her hard work.

Ms. Aaker introduced Public Health Educator Sarah Johnson, and provided an overview of the Quality Improvement Project. Ms. Johnson described the project “to make the clinic more teen friendly,” and displayed the submissions of the art contest winners.

**21(C) 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 (10:27:57)** - Chairperson Pintar introduced this item, and Ms. Aaker introduced a video presentation which she played in the meeting room. Ms. Aaker presented the agenda materials, and entertained questions or comments. Member Bonkowski emphasized the need to update the bylaws. Member Bagwell suggested “a calendar that sets out ... all these different groups. You’re working on the CHIP ... we get a notice from the hospital they’re going to do a survey. If you could have a calendar that we could maybe then put those items into our agendas and schedules so we can become more informed and truly help you instead of sending me something three days in advance ...” In response to a question, Mr. Yu offered to receive instructions from the Board of Health to revise the bylaws.

Chairperson Pintar entertained additional board member questions or comments and public comments and, when none were forthcoming, a motion. **Member Giomi moved to accept the Board of Health orientation and reorientation presentation and, furthermore, direct staff to bring a draft update of the bylaws. Member Bonkowski seconded the motion.** Chairperson Pintar entertained discussion on the motion. Member Giomi noted typographical and other errors in the bylaws, in addition to a need for updated and clarifying language. Member Bonkowski noted ambiguity in the language relative to the duties of the health officer. Mr. Yu offered to ensure that the bylaws language is compliant with state law relative to the Board of Health; to review the election procedure for the vice chair; to clarify language as appropriate; and to correct typographical errors throughout. Member Giomi expressed agreement with the discussion as to the intent of his motion. Chairperson Pintar called for a vote on the pending motion. **Motion carried 6-0.**

**21(D) PRESENTATION AND DISCUSSION OF “COUNTY HUMAN SERVICES 101,” A BRIEF OVERVIEW OF HUMAN SERVICES IN NEVADA (10:50:38)** - Chairperson Pintar introduced this item. Human Services Manager Mary Jane Ostrander presented the agenda materials, and responded to questions of clarification. Discussion took place regarding financial responsibility for indigent burials.

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Chairperson Pintar entertained additional board member questions or comments and public comments and, when none were forthcoming, thanked Ms. Ostrander for her presentation.

**22. PUBLIC COMMENT (11:14:22)** - Chairperson Pintar entertained public comment; however, none was forthcoming.

**23. ACTION TO ADJOURN (11:14:36)** - Chairperson Pintar adjourned the meeting at 11:14 a.m.

The Minutes of the February 21, 2019 Carson City Board of Health meeting are so approved this \_\_\_\_\_ day of May, 2019.

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SUSAN PINTAR, M.D., Chair

ATTEST:

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AUBREY ROWLATT, Clerk - Recorder