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*Mission: To protect and promote the health, the environment and the well-being of Clark County residents and visitors.*

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**MINUTES**

**CLARK COUNTY HEALTH DISTRICT  
DISTRICT BOARD OF HEALTH MEETING  
625 Shadow Lane  
Las Vegas, Nevada 89106  
Clemens Room  
Thursday, January 23, 2003 - 8:00 A.M.**

Chairman Reese called the meeting of the District Board of Health to order at 8:05 a.m. and the Pledge of Allegiance was held. He noted that he had been provided with the Affidavits of Posting and Mailing of Agenda meeting notices, as required by Nevada's Open Meeting Law. The Affidavits will be incorporated into the Official Minutes.

**Board Members**

**Present:**

Gary Reese	Chairman, Councilman, Las Vegas
Andrea Anderson	Councilman, Boulder City
Susan Crowley	Appointee, Henderson
Robert Eliason	Councilman North Las Vegas
Donna Fairchild	Councilwoman, Mesquite
Chip Maxfield	Commissioner, Clark County
Rory Reid	Commissioner, Clark County
Steven Kirk	Councilman, Henderson
Donalene Ravitch, RN	Appointee, Boulder City
Stephanie Smith	Councilwoman, North Las Vegas

**Absent:**

Jim Christensen, MD	Physician Member At-Large
Sherry Colquitt, RN	Appointee, Las Vegas
Paul Henderson	Councilman, Mesquite

**Executive Secretary:**

Donald S. Kwalick, MD, MPH

**Legal Counsel:**

Stephen Minagil, Esquire

**Staff:** Karl Munninger; Clare Schmutz; Fran Courtney, RN; Jane Shunney, RN; Rory Chetelat; Angus MacEachern; Daniel Maxson; Glenn Savage; Steve Goode; Ed Wojcik; Doug Joslin; Nancy Hall; Susan O'Malley; Mike Stucker; Jack Andrews; Lorraine Forston; George Bertoty; Sandi Schulz; Rose Bell, PhD; Jeanne Palmer; Maria Azzarelli; Nicole Bungum; Jennifer Bowers; Jennifer Sizemore; Peggy Hensley; Tina Gilliam; Leo Vega; and Recording Secretaries Diana Lindquist and Montana Garcia

**ATTENDANCE:**

No Members of the Public were in attendance.

**Oath of Office Commissioner Rory Reid, Clark County:** Stephen Minagil, Esquire, Board Legal Counsel, administered the oath of office to the new representative from Clark County, Commissioner Rory Reid.

**Presentation Commemorating Clare Schmutz Retirement as Environmental Health Director:** Chairman Reese presented a plaque on behalf of the Board of Health and staff to Clare Schmutz in appreciation for over 43 years of services to the citizens and visitors of Clark County. Several Board Members expressed appreciation for Clare's tireless efforts in supporting the community.

Dr. Kwalick read a letter from National Automatic Merchandising Association congratulating Clare on his work in making the Health District one of the premier agencies in the country and his retirement. A resolution from the Nevada Environmental Health Association was also read acknowledging Clare for his exemplary service and distinguished career in the Environmental Health field.

Mr. Schmutz thanked the Board Members and Staff for the recognition and indicated that when he started in 1960 that the Health Department at a total of 13 employees and a budget of \$275,000. He had attended approximately 420 Board of Health meetings.

**Youth Tobacco Control Video: "Kick Ash Bash II"** Dr. Kwalick introduced Nicole Bungum, Tobacco Control Coordinator, and Maria Azzarelli, Health Educators to review the Youth Tobacco Program video with the Board Members.

Nicole Bungum explained that Maria Azzarelli ran the Youth Tobacco Prevention Program and the XPOZ Youth Coalition. In the last three years that program has grown from a membership of 30 to over 2,000 Clark County youth.

Maria Azzarelli explained that the video documented the magnitude of the Kick Ash Bash II on Saturday, November 2, 2003.

The Board Members commended staff on their efforts with the youth program.

**I. CONSENT AGENDA**

These are matters considered to be routine by the District Board of Health and may be enacted by one motion. Any item, however, may be discussed separately per Board Member request before action. Any exceptions to the Consent Agenda must be stated prior to approval.

*Member Crowley moved for approval of the following Consent Agenda. The motion was seconded by Member Smith and carried unanimously.*

1. **Minutes/Board of Health Meeting:** 12/19/02
2. **Approve Payroll/Overtime for Periods:** 11/23/02 – 12/06/02; 12/07/02 – 12/20/02
3. **Approve Accounts Payable Register:** #849: 11/21/02 - 12/05/02; #850: 12/06/02 - 12/11/02; #851: 12/12/02 – 12/18/02; #852: 12/19/02 – 12/24/02
4. **Petition #55-02** - Revised Personnel Code (*Held from the December 19, 2002 Meeting*)

5. **Petition #02- 03** – Appointment of Members to the Family Planning Advisory Council
6. **Petition #04-03** - Redefinition of the Classification Specification for Director of Environmental Health to Remain on Schedule 34

## II. **PUBLIC HEARING/ACTION**

**NO PUBLIC HEARINGS WERE SCHEDULED.**

## III. **REPORT/DISCUSSION/ACTION**

1. **Petition #01-03** – Review/Renewal of Agreement with Cassidy & Associates for Government Relations

Chairman Reese commented that Staff had asked that this item be withdrawn from the agenda. Staff will continue to work on federal issues as they arise.

*Member Smith moved to withdraw Petition #01-03. The motion was seconded by Member Ravitch and carried unanimously.*

## IV. **CITIZEN PARTICIPATION**

Citizen participation is a period devoted to comments by the general public about matters relevant to the Board's jurisdiction. Items raised under this portion of the Agenda cannot be acted upon by the Board of Health until the notice provisions of Nevada's Open Meeting Law has been complied with. Therefore, no vote may be taken on a matter not listed on the posted agenda and any action on such items will have to be considered at a later meeting.

Chairman Reese asked if any member of the public wished to be heard on subjects that are relevant to the Board's jurisdiction. There was no response.

## V. **HEALTH OFFICER & STAFF REPORTS**

Dr. Kwalick informed the Board that he had attended the ground breaking ceremony for the Mesa View Hospital in Mesquite, Nevada. He added that there were approximately 1,000 people in attendance. The hospital will house 29 beds.

Also, Dr. Kwalick introduced 2 new Senior Managers, Glenn Savage and Steve Goode:

Glenn Savage has served as Environmental Health Manager in the Environmental Health Division, Solid Waste program. Glenn started with the Health District over five years ago in the Food program and has helped develop regulations for Transfer Stations, Materials Recovery Facilities, Farmers' Markets, and the Solid Waste Management Authority Hearing Officer Process. He has been actively involved with the standby duty, Anthrax investigations, illegal dumping and many other programs at the Health District, and has worked with the community in special investigations and with the Clark County Multi-Agency Task Force for which he has received commendations and certificates.

Glenn is a graduate of Western Illinois University, worked at the City of Springfield, Illinois, Public Health Department for three years, and became the Environmental Health Director for the City of Springfield. He also worked for the Illinois Environmental Protection Agency and managed field staff in land pollution for 14 years. Glenn administered the "Clean Break Amnesty Program," a compliance assistance program for businesses in Illinois. He helped establish the Midwest Environmental Enforcement Association which included prosecutors, law enforcement officers, and environmental investigators throughout the midwestern states and two Canadian provinces.

Steven J. Goode joined the Health District in May 1994 as an Environmental Health Specialist I after working for Reynolds Electrical and Engineering Company at the Nevada Test Site as an Environmental Health Specialist for five years. He was promoted to an Environmental Health Specialist II in December 1994 and has, for the past two years, been the Environmental Health Supervisor for the North Las Vegas Office.

Steven is currently a member of the United States Air Force Reserve and has recently served on active duty in response to the terror attacks of September 11, 2001, for which he has received various commendations. Prior to joining the Reserves, Steven served on active duty in Texas, South Korea and Nevada. Steven received degrees from the Community College of Southern Nevada, the Community College of the Air Force and a Bachelor of Science Degree from the University of Las Vegas, Nevada

Mr. Savage and Goode thanked the Board and Dr. Kwalick for the opportunity to continue to serve the community.

## **VI. INFORMATIONAL ITEMS**

*Duly Noted*

### **A. Board of Health**

1. Press Release Announcing Appointment of Commissioners Maxfield and Reid to the Board of Health
2. Memo From Stephen Minagil, Board Legal Counsel Regarding "Is a Quorum Necessary to Begin a Meeting of the Board of Health"

### **B. Chief Health Officer & Administration:**

1. Monthly Activity Report, Mid December 2002 - Mid January 2003
2. Financial Data - Revenues and Expenditures for Fund 705 (Operating), 706 (Capital Reserve), and 762 (Liability Reserve) for the Month of December 2002
3. Health Education Monthly Report, December 2002
4. Epidemiology Monthly Report, December 2002
5. Public Information Monthly Report, December 2002
6. Emergency Medical Services Medical Advisory Board Minutes, December 2002 & Annotated Agenda for December 2002
7. Clark County Department of Air Quality Management Monthly Activity Report, December 2002
8. Certificate of Appreciation from the American Red Cross So. Nevada Chapter Regarding Appreciation for the First Annual Blanket Drive

### **C. Environmental Health:**

1. Monthly Activity Report, December 2002
2. Letter of Appreciation From the U. S. Secretary of the Air Force Regarding Steve Goode, Environmental Health Supervisor
3. Listing of Food Establishments in Plan Review for the Period of 12/01/02 to 12/31/02

**D. Nursing and Clinics:**

1. Monthly Activity Report, December 2002
2. Year-end Report of Tuberculosis Cases, December 2002

**VII. ADJOURNMENT**

There being no further business to come before the Board, Vice-Chairman Christensen adjourned the meeting at 8:25 a.m.

SUBMITTED FOR BOARD APPROVAL

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Donald S. Kwalick, MD, MPH, Chief Health Officer  
Executive Secretary

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