



MINUTES

Southern Nevada District Board of Health Meeting November 17, 2016 – 8:30 A.M.

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

Bob Beers, Chair, called the Southern Nevada District Board of Health meeting to order at 8:34 a.m.

**BOARD:
(Present)** Bob Beers – Chair – Councilmember, City of Las Vegas
Richard Cherchio – Councilmember, City of North Las Vegas
Douglas Dobyne – Secretary, Regulated Business/Industry
Chris Giunchigliani – Commissioner, Clark County
Frank Nemeec – At-Large Member, Physician
Scott Nielson – At-Large Member, Gaming (arrived at 8:42 a.m.)
Lois Tarkanian – Councilmember, City of Las Vegas

(Absent): Cynthia Delaney – Councilmember, City of Mesquite
Marilyn Kirkpatrick – Commissioner, Clark County
John Marz – Councilmember, City of Henderson
Rod Woodbury – Vice-Chair – Mayor, Boulder City

**ALSO PRESENT:
(In Audience)** None

LEGAL COUNSEL: Annette Bradley, Esq.

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

STAFF: Heather Anderson-Fintak, Stephanie Bethel, Ronald Brugada, Karen Carifo, Rayleen Earney, Rachell Ekroos, Tony Fredrick, Andrew Glass, John Hammond, Victoria Harding, Rose Henderson, Shandra Hudson, Michael Johnson, Paul Klouse, Fermin Leguen, Aminta Martinez-Hermosilla, Edie Mattox, Sharon McCoy-Huber, Michelle Nath, Verallynn Orewyler, Laura Palmer, Jeff Quinn, Jacqueline Reszetar, Jennifer Sizemore, Leo Vega, Jacqueline Wells, Deborah Williams, Susan Zannis

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. RECOGNITIONS:

- Department of Employment, Training and Rehabilitation (DETR) Graduation

Southern Nevada Health District has recently started a Food Safety Training Program with the goal of promoting collaborative work between Environmental Health training and external professional growth opportunities for the development of educational outreach for at risk youth. With the collaboration of partners such as the Nevada Department of Employment, Training and Rehabilitation (DETR), Bureau of Vocational Rehabilitation and Businesses Enterprises of Nevada Restaurant, a candidate was selected for a four week (40 contact hours) training program developed by an Environmental Health staff member.

Matthew Marakami was recognized as the first graduate of this program. After 2 weeks of classroom training, which incorporated materials and resources to target his specific needs, attending an industry field trip, organized by SNHD and MGM Corporation, Matthew was able to complete the on-line PBS course and successfully pass the exam to obtain his card. The last two weeks of training were spent working at Aroma Café, located at SNHD for practical training and evaluation.

This is a success story for Matthew and for all who participated in this program. With the success of this initial training, the District will be expanding to other programs and students. Good luck, Matthew!!

- Diabetes Hero – Rayleen D. Earney, Health Educator II

Rayleen Earney, Senior Health Educator, was selected as a 'Diabetes Hero' by the Las Vegas Lion's Diabetes Wellness Club and the LEAP (Lower Extremity Amputation Prevention) Alliance. She was honored on November 9 at an event at UNLV's Artemus Ham Concert Hall. Rayleen's supervisor, Nicole Bungum, was personally sought out after the event by several individuals to express how wonderful Rayleen is and how much they appreciate working with her. Congratulations, Rayleen!

Dr. Iser thanked Maria Gueco, Community Health Nurse, as he received a phone call from Assemblyman Oscarson, expressing his thanks for her immunization outreach efforts in the Moapa/Overton areas.

- IV. 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.

Member Nielson arrived at 8:42 a.m.

Victoria Harding, SNHD and SEIU, noted that although the classification and compensation study is purely for informational purposes only, it does not contain comparison data for Dr. Iser's salary. There are problems with some of the reclassifications and it will be quite a bit of reorganization in some areas, which will require a great deal of conversation. At the All Hands meeting, Dr. Iser said the study was done with the anticipation of cost of living allowances (COLA) involved, which influences the union as a wage reopener is forthcoming. Ms. Harding's understanding is that if a COLA is negotiated, employees who are adjusted up will not receive a COLA or only the difference. Ms. Harding asked that there is no movement made on this issue today as there are a lot of discussions that need to occur before coming to terms.

Sherry Mancini, SEIU President, has talked to numerous employees over the past few weeks regarding changes within SNHD regarding the class and comp study and staff workloads. She has found that quite a few positions are not being filled or eliminated and the tasks are being pushed down to bargaining unit members to accomplish on top of their own work. Regarding the classification and compensation study, the SEIU has a contract in place currently and the Board cannot move things that are going to try and supersede the contract language. This has to be negotiated and there are ramifications that are very far reaching when it comes to the contract when implementing things such as the COLA. It cannot be indicated that the COLAs are included in the class and comp study because that has nothing to do with the contract. Ms. Mancini is open to discussion; however, she is very unhappy with the games that are being played with the noticing of things coming before the board and will not play this game anymore. The employees deserve to have a good place to work so that they can serve the community. As a community member, Ms. Mancini has concerns that things that are happening here that are basically not taking the community's health into account. She has heard things that are very appalling from staff who are working in direct areas that could potentially affect the health of the community. If she has to make it her mission to figure out how to get people on this Board that are going to take it seriously, she has no problem with that. The SEIU is here to work and make it a good place to work and provide services to the community, but they will not stand by and let the Board, Dr. Iser or anyone else, supersede the contract and push through things that are not communicated. If Ms. Mancini has to attend every single Board meeting, she will, if she has to dig deep and get people on the Board that will take this stuff seriously, she will. This is an anti-union environment. People come forward to say they are in a hostile work environment, they are being told "why did you tell the union", "who told the union on me". Ms. Mancini wants to work together and have a positive relationship with the District, but the members and community are not going to suffer at the hands of trying to cut costs and services. Ms. Mancini entertains anyone on the Board to contact her directly. The classification and compensation study that is on the agenda as an action item will not supersede the contract language.

Seeing no one else, the Chair closed this portion of the meeting.

- V. ADOPTION OF THE NOVEMBER 17, 2016 AGENDA (for possible action)**

A motion was made by Member Tarkanian seconded by Member Dobyne and carried unanimously to adopt the November 17, 2016 agenda as presented.

VI. 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/BOARD OF HEALTH MEETING:** October 27, 2016 *(for possible action)*
2. **PETITION #38-16:** Approval of Interlocal Contract between Clark County, Nevada and Southern Nevada Health District for .075 FTE of a Nurse Case Manager under the Healthy Start Program, funding available to the District at \$78,686); direct staff accordingly or take other action as deemed necessary *(for possible action)*
3. **PETITION #40-16:** Approval of Interlocal Space Agreement between Henderson City Hall and the Southern Nevada Health District; direct staff accordingly or take other action as deemed necessary *(for possible action)*
4. **PETITION #41-16:** Approval of Amendment to Interlocal Agreement between Clark County; Clark County Water Reclamation District; University Medical Center of Southern Nevada; the Las Vegas Convention and Visitors Authority; the Las Vegas Valley Water District; Clark County Regional Flood Control District; the Regional Transportation Commission of Southern Nevada; the Southern Nevada Health District; Henderson District Public Libraries, Mount Charleston Fire Protection District and the Las Vegas Metropolitan Police Department Establishing New Rates and Adopting the Amended Self-Funded Health Benefits Plan, effective January 1, 2017; direct staff accordingly or take other action as deemed necessary *(for possible action)*
5. **PETITION #42-16:** Approval of Group Enrollment to Interlocal Agreement between Clark County; Clark County Water Reclamation District; University Medical Center of Southern Nevada; the Las Vegas Convention and Visitors Authority; the Las Vegas Valley Water District; Clark County Regional Flood Control District; the Regional Transportation Commission of Southern Nevada; the Southern Nevada Health District; Henderson District Public Libraries, Mount Charleston Fire Protection District and the Las Vegas Metropolitan Police Department for Establishing New Rates to Renew Health Plan of Nevada Group Benefits Plan, effective January 1, 2017; direct staff accordingly or take other action as deemed necessary *(for possible action)*

Member Giunchigliani clarified Items VI.4-5 were current health insurance plans. Dr. Iser confirmed and added that the District wanted to seek other insurance as the current insurance is not the best for its employees, however, the staff was unable to get required actuarial data from the County in order to seek competitive analysis. He asked Member Giunchigliani for assistance in gathering that data for the future.

Shandra Hudson, Human Resources Administrator explained the District is required to submit the plan documents annually at open enrollment to renew.

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

VII. 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.

VIII. REPORT/DISCUSSION/ACTION

1. **Review/Discuss Classification and Compensation Study Results;** direct staff accordingly or take other action as deemed necessary *(for possible action)*

Dr. Iser introduced Allan Crecelius, President of Reward Strategy Group (RSG), the organization that was selected to perform the classification and compensation study. The goal of this study is to determine if the employees are being paid a competitive wage and if they are in the right categories. Dr. Iser noted this report is for information purposes only and any action taken by the Board would only be to accept the

report. He stated that the employees were told exactly as Ms. Harding had reported, in that everything would be dealt with in negotiations, not at Board level and advised that the high rhetoric heard earlier is completely inaccurate in terms of the District's goals.

Mr. Crecelius explained that RSG was asked to come in as outside, dispassionate, professional experts to review:

1. Position classification plan and provide feedback as to where job descriptions and classification titles can be improved; and
2. Base salary program and schedule salary ranges and determine how competitive they were or weren't in the various competitive marketplaces.

The overall summary report provided a list of thirteen existing classes recommended for reclassifying into twelve new classifications. These positions consist of:

New Classification	Previous Classification
Program Supervisor, Tobacco Control	Senior Health Educator
Laboratory Supervisor	Senior Clinical Laboratory Scientist
Eligibility Specialist	Eligibility Worker
IT Project Manager	IT Project Coordinator
Supervisor, Applications Development & Administration	Software Engineer
Senior Network Administrator	Network Administrator
Systems Infrastructure Architect	Computer Systems Analyst
Senior Systems Administrator	Computer Systems Analyst
Grants Coordinator	Accountant I
Senior Human Resources Analyst	Human Resources Analyst
Human Resources Technician	Senior HR Assistant and HR Assistant (combined class)
Facilities Services Manager	Facilities Services Superintendent

The report recommends title changes of twenty-three existing classification titles into twenty-one titles.

New Title	Old Title
General Counsel	Attorney
Associate General Counsel	Associate Attorney
Legal Executive Assistant	Legal Secretary
Supervising Environmental Health Engineer	Environmental Health Engineer/Supervisor
Disease Investigation Technician I/II	Disease Data Collection Specialist/Interviewer I/II
Senior Scientist – Epidemiology	Senior Scientist
Biostatistician I/II	Surveillance Biostatistician II
Infectious Disease Supervisor	Disease Surveillance Supervisor

New Title	Old Title
EMS & Trauma System Specialist	EMS Program/Project Coordinator
Vital Records Assistant I/II	Vital Records Assistant and Vital Records Clerk
Senior Laboratory Technologist	Clinical Laboratory Scientist
Public Health Informatician Manager	Senior Public Health Informatics Scientist
Public Health Informatician I/II	Public Health Informatics Scientist I/II
Administrative Executive Assistant	Executive Administrative Secretary
Procurement Supervisor	Materials Management Supervisor
Procurement Specialist	Financial Services Specialist
Procurement Support Assistant	Central Supply Assistant
Applications Administrator	Applications/Programmer Analyst II
Senior Database Administrator	Database Administrator Specialist
Systems Administrator	IT Systems Administrator II and Disaster Recovery Specialist
IT Customer Support Technician	Program Systems Specialist II

All the remaining current 102 classifications are sound and appropriate for the work being performed by the SNHD employees. RSG has provided the District with new or updated job descriptions to review for the thirty-seven new and title-changed classification recommendations.

To compile market data that would contribute to the analyses of the District's current salary structure, RSG collected compensation survey materials from seven local comparison agencies and fifteen regional public health agencies:

Local Market	Regional Public Health Market
University Medical Center of Southern Nevada	Washoe County Health District
Regional Transportation Commission of Southern Nevada	Maricopa County Department of Public Health
Las Vegas Valley Water District/So. Nevada Water Authority	Pima County Health Department
Clark County	Salt Lake County Health Department
Las Vegas Metropolitan Police Department	San Bernardino County Health Department
City of Las Vegas	Riverside University Health System
City of Henderson	Orange County Health Care Agency
	County of San Diego Health & Human Services Agency
	Los Angeles County Department of Public Health
	Sacramento County Public Health Department
	Fresno County Public Health Department
	San Joaquin County Public Health Department
	Santa Clara County Public Health Department
	City of Long Beach Department of Health & Human Services
	City of Berkeley Public Health Division

RSG gathered material and documents from each of the 22 comparison agencies that would enable them to make professional judgments regarding the job comparability of SNHD's 46 benchmark classifications in each agency. A survey database was built that compared the Health District's current salary range minimums (Step 1) and range maximums (Step 14) with survey agency range minimums and agency range maximums (or range Control Points).

Mr. Crecelius noted RSG is quite aware that in order to build a statistically relevant public health salary survey database, it was necessary to include a broader regional marketplace that encompasses employers with whom SNHD is not directly competing for some of its public health jobs. Ultimately, this was taken into consideration when assessing and applying the survey data for their salary grade recommendations.

Results of how the Western Public Health Market Value Five Core Jobs (Environmental Health Specialist II, Community Health Nurse II, Epidemiologist, Public Health Preparedness Planner II, Health Educator II) indicate:

In four Public Health survey agencies, RSG found good comparisons for *all five* of these jobs.

In another six agencies, RSG found good comparisons for *four* of these jobs (not including Public Health Planner II).

In another two agencies, there were Environmental Health Specialist II and Health Educator II comparisons.

FINDINGS

- 6 of the 10 agencies rank Community Health Nurse II *above* the Epidemiologist and Public Health Planner II, and in the 7th agency all three are paid the same.
- In the 10 agencies with matches for Community Health Nurse II and Environmental Health Specialist II, all 10 pay the Community Health Nurse II more, from +6% to +55%, with an *average difference of 20%*.
- In the 12 agencies with Environmental Health Specialist II and Health Educator II, the Health Educator was *paid the least* in all but one agency (where it was 4th out of five). The Environmental Health Specialist II's salary range maximum was from 1.0% to 15.8% higher than the Health Educator II's. The *average difference in salary range max* was almost 7%.
- In the limited number of agencies where we identified both Environmental Health Specialist IIs and Public Health Planner IIs, three of the four provided higher compensation to the Public Health Planner.

Overall, the majority of the District's classifications are competitively priced. Preliminary recommendations indicate there are nine classifications recommended for a grade lower than its current grade, sixty classifications indicate an increase in salary grade and the remaining seventy classes are recommended unchanged. **(Attachment 1)**

Mr. Crecelius noted the recommended job and classification descriptions are reformatted and include information learned during interviews with employees and position description questionnaires.

When asked the initial purpose and cost of the RFP by Member Giunchigliani, Dr. Iser responded that he wanted to ensure that employees were paid competitively. Mr. Crecelius reported the cost was \$140,000.

Member Giunchigliani asked if the recommendations would be used during the Collective Bargaining Agreement upcoming negotiations. Dr. Iser explained that the re-opening this year/early 2017 (to occur at the Union's request) is for salaries only and the contract does not open in its entirety for two additional years. In order to discuss the classification and compensation study recommendations as part of the upcoming discussion, both Union and Management would have to agree to further open the contract to look at this format. The current contract agrees only to open the salary article at the end of year three.

In regard to public testimony, Member Giunchigliani confirmed from Dr. Iser that the presentation of the classification and compensation report to the Board is for information only and not an action item. Member Giunchigliani asked if the Joint Labor Management Committee still meets separately from what happens in negotiations. Dr. Iser advised there are two different meetings, one is supposed to be every two weeks between the Union stewards, Andy Glass (Director of Administration) and Shandra Hudson (Human Resources Administrator), that the Union has not been attending, as well as the Joint Labor Management Committee (JLMC).

Ms. Harding explained that the Joint Labor Management Committee is the only official group that meets to discuss joint issues. The bi-weekly meetings were started some time ago by her and Mr. Glass at an attempt to rebuild communications. In addition to Ms. Harding's workload, the meetings had become so disrespectful she no longer attends. Ms. Harding asked for discussion regarding the classification and

compensation study at the last JLMC meeting, it was not agendized; however, it is currently agendized for the next meeting.

A motion was made by Member Woodbury seconded by Member Nielson and carried unanimously to accept the Classification and Compensation Study Results as presented.

- IX. A BOARD REPORTS:** The Southern Nevada District Board of Health member may identify emerging issues to be addressed by staff or by the Board at future meetings, and direct staff accordingly. Comments made by individual Board members during this portion of the agenda will not be acted upon by the Southern Nevada District Board of Health unless that subject is on the agenda and scheduled for action.

Member Giunchigliani noted there has been an influx in reported human trafficking and asked if there were any suggestions on how to monitor. Rachell Ekroos, Chief Administrative Nurse, reported there is a Human Trafficking Task Force sub-committee for Clark County and the contact information will be forwarded to Commissioner Giunchigliani. Dr. Iser added that Metro recently presented to senior management regarding refugees, as they are sympathetic to this issue and want to be helpful. The District intends to be as cooperative as possible, but is limited by HIPAA on sharing information about clients. The District's Public Information Officer, Jennifer Sizemore, is working with Metro to assist in developing a brochure to supply to refugees. The District's Refugee Health Clinic currently does initial evaluations on adults. This clinic is expanding due to the increase of referrals from Catholic Charities and primary care assessment and referral will be included in the near future. Michael Johnson, Director of Community Services, met with Sasha Larkin, Metro Office of Community Engagement, to discuss the challenges of tracking refugees at points of entry and as they move from state to state. Dr. Iser offered to present at Town Hall or any other meetings when requested regarding this issue.

Member Giunchigliani is working with Southern Nevada Strong regarding the issue of food waste in Southern Nevada. Currently grocery stores are trashing food and produce that could be repurposed to food banks. Dr. Iser will provide information for Dr. Eric Handler of Orange County, who has established a program with popular chefs to assist food banks.

Member Nemeč left the meeting at 9:55 a.m. and did not return

X. HEALTH OFFICER & STAFF REPORTS

CHO Comments

- The Zika funding bill has been passed by Congress and the Center for Disease Control (CDC) is in the process of allocating dollars to the states under their Epidemiology and Laboratory grant program. The District is currently applying for grant funds for arbovirus and if received, will be able to enhance the laboratory and Vector capacity.
- Dr. Iser was invited by Congressman Hardy and Assemblyman Oscarson to a meeting with other representatives to discuss issues specific to rural and frontier areas. These meetings will continue on a regular basis.

The Nevada Association of Local Health Officials (NALHO), an affiliate of the National Association of County and City Health Officials (NACCHO), has been developed and is now up and functioning.

The Chair called for a caucus at 10:08 a.m. The meeting reconvened at 10:15 a.m.

- Program Update – Ronald Brugada, Safety Officer, presented an overview of the General Safety and Compliance Program.

XI. INFORMATIONAL ITEMS

- A. Chief Health Officer and Administration Monthly Activity Report
- B. Clinical Services Monthly Activity Report
- C. Community Health Monthly Activity Report
- D. Environmental Health Monthly Activity Report

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, Chair Beers closed this portion of the meeting.

XII. ADJOURNMENT

The Chair adjourned the meeting at 10:25 a.m.

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