

**CARSON CITY CONSOLIDATED MUNICIPALITY  
NOTICE OF A SPECIAL MEETING OF THE  
CARSON CITY BOARD OF SUPERVISORS  
AND CARSON CITY BOARD OF HEALTH**

**Day:** Thursday  
**Date:** August 28, 2014  
**Time:** Beginning at 8:30 a.m.  
**Location:** Community Center, Sierra Room  
851 East William Street  
Carson City, Nevada

## **Agenda**

- 1. Call to Order - Board of Supervisors**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Public Comment:\*\***  
The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of this public body.
- 5. For Possible Action: Adoption of Agenda**
- 6. Recess as Board of Supervisors**

### **Board of Health**

- 7. Call to Order & Roll Call – Board of Health**
- 8. Public Comment:\*\***  
The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of this public body.
- 9. For Possible Action: Approval of Minutes - March 6, 2014**
- 10. Health and Human Services**
  - A) For Possible Action: Report, discussion and possible direction to staff regarding the Health Officer's report concerning activities the Health Officer is engaged in both inside and outside of CCHHS. (*Susan Pintar*)**

Staff Summary: Provide an update on the Health Officer's engagement in the department and community. This is an opportunity to formally inform the Board of Health of the Health Officer's role and the projects she works on.

- B) For Possible Action: Report, discussion and possible direction to staff regarding the Director's report on Carson City Health and Human Services' (CCHHS) activities. *(Nicki Aaker)*

Staff Summary: Provide an update on CCHHS' activities. This is an opportunity to inform the Board of Health of current activities, programs and services within CCHHS.

- C) For Possible Action: Report and possible acceptance of Animal Services' donations received since the last Board of Health meeting (07/01/14 – 07/31/15). *(Nicki Aaker)*

Staff Summary: Donations are made on a regular basis to support various functions at animal services. This report will specify what monetary donations were made and what stipulations, if any, the donations carry.

- D) Presentation and discussion only on the progress of the Community Health Improvement Plan's Community Issue A and B: Improving Access to Health Information – Health Resources in Carson City (Issue A) and Health Data from Community Partners (Issue B). *(Kathy Bartosz and Valerie Cauhape)*

Staff Summary: This is an opportunity to inform the Board of Health about the progress made on the Community Health Improvement Plan's Community Issue A and B: Improving Access to Health Information – Health Resources in Carson City (Issue A) and Health Data from Community Partners (Issue B). While preparing Carson City's "2020 Health Action Plan", the work group realized there was a gap in their knowledge of health information and resources, especially for services for low income, uninsured, or underinsured individuals. In order to address this gap, "a centralized, complete and up-to-date inventory of local health services" needed to be developed (Get Healthy Carson City!: A 2020 Health Action Plan: A Community Health Improvement Plan, 2012, p. 7).

- E) Presentation and discussion only on the progress of the Community Health Improvement Plan's Community Issue K: Pedestrian and Bicycle Safety and Access. *(Cortney Bloomer)*

Staff Summary: This is an opportunity to inform the Board of Health about the progress made on the Community Health Improvement Plan's Community Issue K: Pedestrian and Bicycle Safety and Access.

- F) Presentation and discussion only on Carson City Health and Human Services' (CCHHS) draft Public Health Emergency Operations Plan. *(Angela Barosso)*

Staff Summary: The purpose of this plan is to outline the roles and responsibilities of CCHHS' staff during a public health event. The Appendices B-F of this document will be updated and presented in the future. This plan will be an annex to Carson City's All Hazards Emergency Operations Plan.

- G) Presentation and discussion about a quality improvement project conducted within the Clinical Services Division to improve efficiency and accuracy in clinical documentation. *(Veronica Galas and Eileen Colen - HealthInsight)*

Staff Summary: Carson City Health and Human Services' (CCHHS) has a quality improvement plan. The mission of the plan is to continuously improve the quality of our programs, processes, and services so that

the department may provide high-performing services which best fulfill the needs of the clients and improve the quality of life within the community.

**11. Public Comment:\*\***

The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

**12. For Possible Action: To Adjourn as the Board of Health**

**13. Reconvene as the Board of Supervisors**

**14. Parks and Recreation - Shade Tree Council**

Presentation only regarding the activities of the Shade Tree Council. *(Kyle Horvath, Chair, Carson City Shade Council)*

Staff Summary: The Shade Tree Council is requesting an opportunity to update the Board of Supervisors regarding their activities and programs in the past year.

**15. District Attorney**

Information Only: To provide information related to the “District Attorney’s Witness Guide” (DAWG) program which provides a K-9 attendant to victims of violent crimes by providing them with comfort, participating in forensic interviews, accompanying them through the rigors of the court process, and bringing a general calmness to witnesses as well as interacting with people in the courthouse and through specialty courts. This program will assist victims and witnesses with physical, psychological, or emotional trauma associated with criminal conduct. *(Neil Rombardo and Mark Krueger)*

Staff Summary: The District Attorney’s Office is currently working with a 2 year-old certified therapy Labrador Retriever canine named “Subaru” in its DAWG program. Subaru has undergone rigorous training to perform the duties of a victim attendant. Studies prove that the presence of dogs reduce the stress in humans, especially when forced to face people or factual situations that increase that stress. Many District Attorneys across the country that have found that the presence of a dog for victims, especially in the courtroom, reduces victim anxiety associated with a criminal proceeding and offers comfort in these stressful situations.

**16. City Manager**

Presentation of the Carson City Quarterly Business Review for the period ending June 2014. *(Marena Works)*

Staff Summary: This item represents the quarterly business review related to the City-wide performance scorecard. A scorecard is a tool that focuses our attention on those things most important, aligns our activities throughout the organization, measures our progress and monitors projects (initiatives) that improve our performance. In the report the objective represents what we want to achieve as a City. The performance measures give us a progress report on meeting those objectives by comparing actual data with established targets. These targets represent our expected and/or desired performance. If targets are not being met, staff focuses on those areas and determines what, if anything, can be done to reverse the

situation. Initiatives are those projects adopted by the Board to support their strategic objectives and move performance in a positive direction.

## 17. Finance

For Possible Action: To adopt a resolution of intent, proposing the issuance of, and authorizing the publication of notices relating to, general obligation (limited tax) infrastructure sales tax bonds (additionally secured by pledged revenues) for the purpose of financing infrastructure projects for the City; providing the manner, form and contents of the notices; authorizing the City Manager or City Finance Director to arrange for the sale of the bonds; providing other matters properly related thereto; and providing the effective date hereof. (*Nick Providenti*)

Staff Summary: Staff is requesting the Board of Supervisors approve a resolution of intent to issue general obligation (limited tax) infrastructure bonds additional secured by pledged revenues and authorize the City Manager or City Finance Director to arrange for the sale of the bonds.

## 18. Public Comment:\*\*

The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

## 19. For Possible Action: To Adjourn

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*\*\*PUBLIC COMMENT LIMITATIONS - The Mayor and Supervisors meet at various times as different public bodies: the Carson City Board of Supervisors, the Carson City Liquor and Entertainment Board, the Carson City Redevelopment Authority, and the Carson City Board of Health. Each, as called to order, will provided at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. In addition, it is the Carson City's aspirational goal to also provide for item-specific public comment as follows: In order for members of the public to participate in the public body's consideration of an agenda item, the public is strongly encouraged to comment on an agenda item when called for by the mayor/chair during the item itself. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. The Mayor, Mayor Pro-Tem and Chair, also retain discretion to only provide for the Open Meeting Law's minimum public comment and not call for or allow additional individual-item public comment at the time of the body's consideration of the item when: 1) it is deemed necessary by the mayor/chair to the orderly conduct of the meeting; 2) it involves an off-site non-action facility tour agenda item; or 3) it involves any person's or entity's due process appeal or hearing rights provided by statute or the Carson City Municipal Code.*

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*Agenda Management Notice - Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.*

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*Titles of agenda items are intended to identify specific matters. If you desire detailed information concerning any subject matter itemized within this agenda, you are encouraged to call the responsible agency or the City Manager's Office. You are encouraged to attend this meeting and participate by commenting on any agenda item.*

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*Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the City Manager's Office in writing at 201 North Carson Street, Carson City, NV, 89701, or by calling (775) 887-2100 at least 24 hours in advance.*

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*This meeting can be viewed on Channel 191. For specific dates and times - [www.bactv.org](http://www.bactv.org).*

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*To request a copy of the supporting materials for this meeting contact Janet Busse at [jbusse@carson.org](mailto:jbusse@carson.org) or call (775) 887-2100.*

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*This agenda and backup information are available on the City's website at [www.carson.org/agendas](http://www.carson.org/agendas) and at the City Manager's Office - City Hall, 201 N. Carson Street, Ste 2, Carson City, Nevada (775) 887-2100.*

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This notice has been posted at the following locations:  
Community Center 851 East William Street  
Public Safety Complex 885 East Musser Street  
City Hall 201 North Carson Street  
Carson City Library 900 North Roop Street  
Business Resource & Innovation Center (BRIC) 108 East Proctor Street

**Date: August 19, 2014**