

**District Board of Health  
Meeting Notice and Agenda - Final**

**Members**

Kristopher Dahir, Chair  
Devon Reese, Vice-Chair  
Mariluz Garcia  
Dr. Reka Danko, MD  
Michael D. Brown  
Dr. John Klacking, PhD  
Dr. John Novak, DMD

**Thursday, May 23, 2024**

**1:00 p.m.**

**Washoe County Administration  
Complex  
Commission Chambers, Building A  
1001 East Ninth Street  
Reno, NV**

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**TO ATTEND PLEASE USE THE LINK/NUMBER BELOW**

<https://us06web.zoom.us/j/82090181273>

**Phone: 1-669-900-6833**

**Meeting ID: 820 9018 1273**

**NOTE:** This option will require a computer with audio and video capabilities.

**(Please be sure to keep your devices on mute and do not place the meeting on hold)**

**1:00 p.m.**

1. Roll Call and Determination of Quorum.
2. Pledge of Allegiance.
3. Approval of Agenda. (FOR POSSIBLE ACTION)
4. Recognitions.  
YEARS OF SERVICE
  - i. Dave Kelly, EHS Supervisor, 20 years, 5/3/04-EHS
  - ii. Tasha Pascal, Sr. Public Health Nurse, 5 years, 5/13/19-CCHS

NEW HIRES

- i. Chad Kingsley, District Health Officer, 5/13/24-ODHO

PROMOTIONS

- i. Dasie Rodriguez, promoted to from Public Health Investigator I to Public Health Investigator effective 4/25/24-CCHS
- ii. Matthew Simpson, promoted from EHS Trainee to EHS Specialist effective 5/9/24-EHS

TRANSFERS

- i. Virginia McDonald, transferred as an Office Assistant to AHS from EHS effective 5/6/24-EHS

RESIGNATIONS

- i. Kelly Parsons, Office Asst., resigned effective 4/27/24-AQM

HEALTH HEROES

- i. Wes Rubio-EHS
- ii. Jordyn Marchi-EPHP
- iii. Stephen Shipman (x2)-EPHP
- iv. Raquel Deputy-Grafton-EPHP
- v. Anastasia Gunawan
- vi. Kelsey Zaski-EPHP
- vii. Sarah Smith-EPHP
- viii. April Miller-EPHP
- viii. Megan Rennie-EPHP

Honorable Mentions

- i. Kaleigh Behrendt-CCHS

SPECIAL RECOGNITIONS

- i. Kevin Dick - Celebrating 13+ years of Service to Northern Nevada Public Health  
Presented by: Kristopher Dahir, Chair

**5. Public Comment.**

Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. All public comment is limited to three minutes per person. Members of the public may submit public comment by either attending the meeting in person, attending the meeting via teleconference or attending by telephone only.

Requests for public comment via zoom must be submitted to [svaldespin@nnph.org](mailto:svaldespin@nnph.org) no later than 4:00 p.m. on the day before the scheduled meeting. **Please log into the ZOOM meeting via the above link** and utilize the "Raise Hand" feature during any public comment period. To provide public comment via telephone only, press **\*9 and \*6 to mute/unmute**. Reasonable efforts will be made to hear all public comment during the meeting.

**6. Consent Items. (FOR POSSIBLE ACTION)**

**Matters which the District Board of Health may consider in one motion. Any exceptions to the Consent Agenda must be stated prior to approval.**

**A. Approval of Draft Minutes. (FOR POSSIBLE ACTION)**

- Attachments:** [A. 04-11-2024 Special DBOH minutes](#)  
[B. 4-25-2024 DBOH minutes](#)

**B. Budget Amendments/Interlocal Agreements. (FOR POSSIBLE ACTION)**

- i. Approve the Notice of Subaward from the State of Nevada Department of Health and Human Services, Division of Public and Behavioral Health in the total amount of \$169,763.00 (no cash match) retroactive to July 1, 2023 through June 30, 2024, in support of the Centers for Disease Control and Prevention (CDC) Epidemiology and Laboratory Capacity Program; the funds will be used to complete epidemiological surveillance and investigation activities in Washoe County and authorize the District Health Officer to execute the Notice of Subaward and any future amendments. (FOR POSSIBLE ACTION)

Staff Representatives: Heather Kerwin and Kristen Palmer

**Attachments:** [DBOH 5-23-2024 - EPHP - Epi Surveillance and Investigation Notice of Subaward-SG-2024-00034](#)

**C. Recommendation for the Board to Uphold Cases Not Contested to the Air Pollution control Hearing Board. (FOR POSSIBLE ACTION)**

Staff Representative: Francisco Vega

- i. Recommendation for the Board to uphold an uncontested citation issued to Metcalf Builders, Inc., Case No. 1483, Notice of Violation No. AQMV24-0009 with a \$500.00 penalty for failing to obtain a Dust Control Permit. (FOR POSSIBLE ACTION)

**Attachments:** [DBOH - 5-23-2024 - AQMD - Case No. 1483 NOV No. AQMV24-0009 \(Staff Report\)](#)  
[DBOH - 5-23-2024 - AQMD - Case No. 1483 NOV No. AQMV24-0009 \(Supporting Documentation\)](#)

- ii. Recommendation for the Board to uphold an uncontested citation issued to Montane Building Group, Case No. 1484, Notice of Violation No. AQMV24-0010 with a \$500.00 penalty for failing to obtain a Dust Control Permit. (FOR POSSIBLE ACTION)

**Attachments:** [DBOH - 5-23-2024 - AQMD - Case No. 1484 NOV No. AQMV24-0010 \(Staff Report\)](#)  
[DBOH - 5-23-2024 - AQMD - Case No. 1484 NOV No. AQMV24-0010 \(Supporting Documentation\)](#)

- iii. Recommendation for the Board to uphold an uncontested citation issued to Ochoa Development Corporation, Case No. 1487, Notice of Violation No. AQMV24-0011 with a \$500.00 penalty for failing to obtain a Dust Control Permit. (FOR POSSIBLE ACTION)

**Attachments:** [DBOH - 5-23-2024 - AQMD - Case No. 1487 NOV No. AQMV24-0011 \(Staff Report\)](#)  
[DBOH - 5-23-2024 - AQMD - Case No. 1487 NOV No. AQMV24-0011 \(Supporting Documentation\)](#)

- iv. Recommendation for the Board to uphold an uncontested citation issued to Record Steel & Construction, Inc., Case No. 1488, Notice of Violation No. AQMV24-0012 with a \$500.00 penalty for failing to obtain a Dust Control Permit. (FOR POSSIBLE ACTION)

**Attachments:** [DBOH - 5-23-2024 - AQMD - Case No. 1488 NOV No. AQMV24-0012 \(Staff Report\)](#)  
[DBOH - 5-23-2024 - AQMD - Case No. 1488 NOV No. AQMV24-0012 \(Supporting Documentation\)](#)

- v. Recommendation for the Board to uphold an uncontested citation issued to QK LLC, Case No. 1490, Notice of Violation No. AQMV24-0014 with a \$500.00 penalty for failing to obtain a Dust Control Permit. (FOR POSSIBLE ACTION)

**Attachments:** [DBOH - 5-23-2024 - AQMD - Case No. 1490 NOV No. AQMV24-0014 \(Staff Report\)](#)  
[DBOH - 5-23-2024 - AQMD - Case No. 1490 NOV No. AQMV24-0014 \(Supporting Documentation\)](#)

- vi. Recommendation for the Board to uphold an uncontested citation issued to STC Ventures, LLC, Case No. 1491, Notice of Violation No. AQMV24-0015 with a \$500.00 penalty for failing to control fugitive dust from construction activities. (FOR POSSIBLE ACTION)

**Attachments:** [DBOH - 5-23-2024 - AQMD - Case No. 1491 NOV No. AQMV24-0015 \(Staff Report\)](#)  
[DBOH - 5-23-2024 - AQMD - Case No. 1491 NOV No. AQMV24-0015 \(Supporting Documentation\)](#)

- vii. Recommendation for the Board to uphold an uncontested citation issued to Mountain West Builders, Case No. 1497, Notice of Violation No. AQMV24-0013 with a \$500.00 penalty for failing to obtain a Dust Control Permit. (FOR POSSIBLE ACTION)

**Attachments:** [DBOH - 5-23-2024 - AQMD - Case No. 1497 NOV No. AQMV24-0013 \(Staff Report\)](#)  
[DBOH - 5-23-2024 - AQMD - Case No. 1497 NOV No. AQMV24-0013 \(Supporting Documentation\)](#)

- viii. Recommendation for the Board to uphold an uncontested citation issued to Olaf Anderson Construction, Inc., Case No. 1501, Notice of Violation No. AQMV24-0017 with a \$1,000.00 penalty for failing to control fugitive dust from construction activities. (FOR POSSIBLE ACTION)

**Attachments:** [DBOH - 5-23-2024 - AQMD - Case No. 1501 NOV No. AQMV24-0017 \(Staff Report\)](#)  
[DBOH - 5-23-2024 - AQMD - Case No. 1501 NOV No. AQMV24-0017 \(Supporting Documentation\)](#)

- D. FY24 Q3 Strategic Plan Results. (FOR POSSIBLE ACTION)  
Staff Representative: Rayona LaVoie

**Attachments:** [DBOH 5-23-24 FY24 Q3 Staff Reprot](#)  
[NNPH FY24 Q3 Quarterly Report](#)  
[NNPH Status Snapshot FY24 Q3](#)

- E. Acknowledge receipt of the Health Fund Financial Review for April, Fiscal Year 2024. (FOR POSSIBLE ACTION)  
Staff Representative: Jack Zenteno

**Attachments:** [DBOH 5-23-24 - AHS - April Financials](#)  
[Health District Fund Summary Report - April 2024](#)

### **End of Consent Items**

## **7. Regional Emergency Medical Service Authority.**

- A. Recommendation to accept the REMSA Health Monthly Franchise Report for April 2024 which includes REMSA Health Accounts Receivables Summary, Compliance by Zones, Average Response Times, Incident Details Reporting, Summary Penalty Fund Reconciliation, Ground Ambulance

Operations Report, Patient Experience Report and Comments, Education Report, and Public Relations Report, and provide possible Board direction. (FOR POSSIBLE ACTION)

Presented by: Barry Duplantis

**Attachments:** [DBOH - 5-23-2024 REMSA Health Monthly Franchise Report](#)  
[DBOH - 5-23-2024 REMSA Health Monthly Franchise Report - April 2024](#)

8. Recommendation to uphold the decision of the Sewage, Wastewater & Sanitation (SWS) Hearing Board to approve Variance Case #H24-0001VARI of the Northern Nevada Public Health (NNPH) Regulations Governing Sewage, Wastewater, and Sanitation for Lacey Rulli and Robert van Looy, owners of 460 Nicole Drive, Washoe County, Nevada, Assessor's Parcel Number 089-561-12. (FOR POSSIBLE ACTION)

Staff Representative: David Kelly and Latricia Lord

**Attachments:** [DBOH 5-23-2024 - EHS - Nicole Dr Variance 460 Nicole 2024-05-02 SR Variance](#)  
[089-561-12 460 NICOLE DRIVE H24-0001VARI BOARD PACKET Redacted](#)  
[2024.05.02 sws draft minutes](#)

9. Approve and Adopt the Proposed Northern Nevada Public Health Employee Policy Manual Updates for Wellness, Health Insurance Portability and Accountability Act (HIPAA) Confidentiality and Security Protocols, Refunds, and Relationships in the Workplace. (FOR POSSIBLE ACTION)

Staff Representative: Jack Zenteno

**Attachments:** [DBOH 5-23-24 - AHS - Policy Update](#)  
[Proposed Employee Policy Manual Updates](#)  
[Wellness Policy](#)  
[HIPAA Confidentiality and Security Policy and Protocol May 2024](#)

## 10. Staff Reports and Program Updates.

- A. **Air Quality Management** - American Lung Association Releases its 2024 Report, Governors Ask EPA to "Pause" Implementation of New PM2.5 NAAQS, Twenty-Three States Petition EPA to Revise Civil Rights Policy, March 2024 EPA Small Business Newsletter, Divisional Update, Program Reports, Monitoring and Planning, Permitting and Compliance

Staff Representative: Francisco Vega

**Attachments:** [DBOH 5-23-2024 AQMD Division Director Staff Report \(April 2024\).docx](#)

- B. Community and Clinical Health Services** - National Adolescent Health Month; Data & Metrics; Sexual Health (HIV and Disease Investigation), Immunizations, Tuberculosis Prevention and Control Program, Reproductive and Sexual Health Services, Chronic Disease Injury Prevention Program, Maternal Child and Adolescent Health, Women Infants and Children, and Community Health Workers.

Staff Representative: Lisa Lottritz

**Attachments:** [DBOH 05-23-2024 CCHS Director Staff Report](#)

- C. Environmental Health Services** - Program Activities for: Consumer Protection (Food Safety Plan Review & Operations, Commercial Plan Review, Foodborne Illness, Special Events, Permitted Facilities); Environmental Protection (Land Development, Safe Drinking Water, Vector-borne Disease Surveillance, Waste Management / Underground Storage Tanks).

Staff Representative: Robert Fyda

**Attachments:** [2024.05.23 - DBOH EHS Division Report](#)

- D. Epidemiology and Public Health Preparedness** - Epidemiology, Public Health Preparedness, Emergency Medical Services, Vital Statistics.

Staff Representative: Dr. Nancy Diao

**Attachments:** [DBOH 05-23-2024 - EPHP-Division Report](#)

- E. District Health Officer Report** - New District Health Officer, Northern Nevada Public Health Communications Update, Accreditation, Quality Improvement, Workforce Development, Community Health Improvement Program, Equity Projects/collaborations, Community Events, and Public Communications and Outreach.

Staff Representative: Dr. Chad Kingsley

**Attachments:** [DBOH 5-23-24 ODHO Staff Report](#)

[FHF May 5 Flyer Final English](#)

[2024-Apr-Media-Mentions](#)

11. Board Comment.

District Board of Health Member's announcements, reports and updates, request for information or topics for future agendas. (No discussion among Board Members will take place on the item)

## Adjournment

**Possible Changes to Agenda Order and Timing:** Items on the agenda may be taken out of order, combined with other items, withdrawn from the agenda, moved to the agenda of another later meeting; moved to or from the Consent section, or they may be voted on in a block. Items with a specific time designation will not be heard prior to the stated time, but may be heard later. Items listed in the Consent section of the agenda are voted on as a block and will not be read or considered separately unless withdrawn from the Consent agenda.

**Special Accommodations:** The Northern Nevada Public Health Meetings are accessible to the disabled. Disabled members of the public who require special accommodations or assistance at the meeting are requested to notify the Office of the District Health Officer in writing at the Northern Nevada Public Health, 1001 E. 9<sup>th</sup> Street, Building B, Reno, NV 89512, or by calling 775.328.2416, 24 hours prior to the meeting.

**Public Comment:** During the “Public Comment” items, anyone may speak pertaining to any matter either on or off the agenda, to include items to be heard on consent, by filling out a “Request to Speak” form and/or submit comments for the record to the Recording Secretary. For the remainder of the agenda, public comment will only be heard during items that are marked FOR POSSIBLE ACTION. All public comment should be addressed to the Board of Health and not an individual member. The Board asks that your comments are expressed in a courteous manner. Any public comment for hearing items will be heard before action is taken on the item and must be about the specific item being considered by the Board. Public comment and presentations for individual agenda items are limited as follows: fifteen minutes each for staff and applicant presentations, five minutes for a speaker representing a group, and three minutes for individual speakers unless extended by questions from the Board or by action of the Chair. Reasonable efforts will be made to hear all public comment during the meeting.

All public comment is limited to three minutes per person. Unused time may not be reserved by the speaker nor allocated to another speaker.

Members of the public that wish to attend via zoom may make public comment by submitting an email comment to [svaldespin@NNPH.org](mailto:svaldespin@NNPH.org) before the scheduled meeting, which includes the name of the commenter and the agenda item number for which the comment is submitted.

**Response to Public Comment:** The Board of Health can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. During the public comment period, speakers may address matters listed or not listed on the published agenda. The *Open Meeting Law* does not expressly prohibit responses to public comments by the Board of Health. However, responses from the Board members to unlisted public comment topics could become deliberation on a matter without notice to the public. On the advice of legal counsel and to ensure the public has notice of all matters the Board of Health will consider, Board members may choose not to respond to public comments, except to correct factual inaccuracies, ask for Northern Nevada Public Health staff action or to ask that a matter be listed on a future agenda. The Board of Health may do this either during the public comment item or during the following item: “Board Comments – District Board of Health Member’s announcements, reports and updates, request for information or topics for future agendas. (No discussion among Board Members will take place on the item)”



**Posting of Agenda; Location of Website:**

Pursuant to NRS 241.020, Notice of this meeting was posted electronically at the following locations:

Northern Nevada Public Health, 1001 E. 9th St., Reno, NV

Reno City Hall, 1 E. 1st St., Reno, NV

Sparks City Hall, 431 Prater Way, Sparks, NV

Washoe County Administration Building, 1001 E. 9th St, Reno, NV

Downtown Reno Library, 301 S. Center St., Reno, NV

Northern Nevada Public Health Website <https://www.NNPH.org>

State of Nevada Website: <https://notice.nv.gov>

The meeting will be televised live and replayed on Washoe Channel at:

<https://www.washoecounty.gov/mgrsoff/divisions/Communications/wctv-live.php> and also on

Youtube at: <https://www.youtube.com/user/WashoeCountyTV>

**How to Get Copies of Agenda and Support Materials:** Supporting materials are available to the public at the Northern Nevada Public Health located at 1001 E. 9<sup>th</sup> Street, in Reno, Nevada. Ms. Susy Valdespin, Recording Secretary to the Board of Health is the person designated by the Board of Health to respond to requests for supporting materials. Ms. Valdespin is located at the Northern Nevada Public Health and may be reached by telephone at (775) 328-2415 or by email at [svaldespin@NNPH.org](mailto:svaldespin@NNPH.org). Supporting materials are also available at the Northern Nevada Public Health Website <https://www.NNPH.org> pursuant to the requirements of NRS 241.020.