

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, December 14, 2023

1:00 p.m.

**Northern Nevada Public Health
Conference Rooms A&B (Building B)
1001 East Ninth Street
Reno, NV**

PLEASE NOTE LOCATION

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

This meeting will also be accessible via ZOOM.

To attend via ZOOM, type <https://zoom.us> your computer browser, click “Join a Meeting” on the ZOOM website, and enter this **Meeting ID: 820 9018 1273**.

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

Alternatively, you can join the meeting by telephone by dialing **1-669-900-6833**, entering the **Meeting ID: 820 9018 1273** and pressing #

1:00 p.m.

1. Roll Call and Determination of Quorum.
2. Pledge of Allegiance.
3. Approval of Agenda. (FOR POSSIBLE ACTION)
4. Recognitions.
 - NEW HIRES
 - i. Noah Glick, Media & Communications Support Specialist, 11/6/2023-ODHO
 - ii. Jennifer Mendez-Lemus, Public Health Nurse II, 12/4/2023-ODHO

RESIGNATIONS

- i. Saba Wube, AQM Trainee, resigned 10/31/2023-AQM
- ii. Tammy Carpitcher, Office Assistant, resigned 11/1/2023-AHS

TRANSFERS

- i. Rachel Cord, Account Clerk II from FCO at HSA, effective 11/6/2023-AHS
- ii. Rachel Ladd, Office Specialist from Medical Biller at CCHS, effective 11/6/2023-AHS

RECLASSIFICATIONS

From Community Health Aide to Clinic Assistant effective 10/9/2023

- i. Elizabeth Munoz-CCHS
- ii. Nancy Ramirez-Partida-CCHS
- iii. Alejandra Rosales-Garcia-CCHS
- iv. Janeth Jordan-CCHS

From Storekeeper to Clinical Procurement Coordinator effective 10/9/2023

- i. Lauren Hutsman-CCHS

HEALTH HEROES

- i. Scott Oxarart - ODHO
- ii. Lauren Huntsman - CCHS
- iii. Maricruz Schaefer - CCHS
- iv. Marisol Martinez-Avila (x2) - CCHS

Honorable Mentions

- i. Dawn Edwards - CCHS
- ii. Laurie Griffey - AHS
- iii. Susie Deller - CCHS

5. Proclamations. (FOR POSSIBLE ACTION)

A. National Radon Action Month Proclamation. (FOR POSSIBLE ACTION)

Staff Representative: Craig Petersen

Accepted by: Christine Kelly

Attachments: [National Radon Action Month January 2024](#)

6. 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 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.

7. 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)

i. Approval of minutes for the regular District Board of Health meeting for October 26, 2023 and find that good cause has been shown for the delayed approval.

Attachments: [DBOH 12-14-23 Delayed Minutes SR](#)
[10-26-2023 DBOH minutes](#)

ii. Approval of Draft Minutes.

Attachments: [11-9-2023 DBOH minutes](#)

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

i. Authorize the FY24 Sole Source Purchase Order to Nihon Kohden in the amount of \$344,895.00 to purchase 22 NKV-330 Ventilator Systems for the Epidemiology and Public Health Preparedness Program. (FOR POSSIBLE ACTION)

Staff Representative: Andrea Esp and Kristen Palmer

Attachments: [DBOH 12-14-23 - EPHP - Nihon Kohden Ventilators](#)
[Nihoh Kohden Quote](#)
[Sole Source](#)

ii. Authorize the FY24 Sole Source Purchase Order to International Biomedical in the amount of \$269,254.64 to purchase Nxtgen Transport Incubator and accessories for the Epidemiology and Public Health Preparedness Program. (FOR POSSIBLE ACTION)

Staff Representative: Andrea Esp and Kristen Palmer

Attachments: [DBOH 12-14-2023 - EPHP - International Biomedical Ventilator](#)
[International Biomedical Quote](#)
[Sole Source International Biomedical](#)

- iii. 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 \$6,166,692.00 retroactive to November 1, 2023 through July 31, 2024 in support of the Epidemiology and Laboratory Capacity (ELC) Program and authorize the District Health Officer to execute the Notice of Subaward and any future amendments. (FOR POSSIBLE ACTION)

Staff Representative: Kristen Palmer

Attachments: [DBOH 12-14-2023 - EPHP - ELC Enhancing Detection Expansion](#)
[SG 26482 NNPH - Notice of Subaward](#)

C. Recommendation for the Board to Uphold Citations Not Appealed to the Air Pollution Control Hearing Board. (FOR POSSIBLE ACTION)

Staff Representative: Francisco Vega

- i. Recommendation for the Board to uphold a settled penalty issued to Sierra Packaging and Converting, LLC, Case No. 1444, Notice of Violation No. AQMV23-0020 with a \$18,000.00 total fine, for operations contrary to Permit to Operate No. AAIR16-0784, specifically related to the operating temperature of the Thermal Oxidizer, which is a major violation of the District Board of Health Regulations Governing Air Quality Management. (FOR POSSIBLE ACTION)

Attachments: [DBOH - 12-14-2023 - AQMD - Case No. 1444 NOV No. AQMV23-0020 \(Staff Report\)](#)
[DBOH - 12-14-2023 - AQMD - Case No. 1444 NOV No. AQMV23-0020 \(Supporting Documentation\)](#)

D. Acknowledge receipt of the Health Fund Financial Review for October through November, Fiscal Year 2024. (FOR POSSIBLE ACTION)

Staff Representative: Jack Zenteno

Attachments: [DBOH 12-14-2023 - AHS - October through November Financials](#)
[Health District Fund Summary Report - Oct.-Nov.](#)

- END OF CONSENT -

- 8. Presentation of the OneWater NV Project
Presented by: John Enloe, Director of Natural Resources Planning and Management, TMWA

Attachments: [DBOH 12-14-23- APWF PowerPoint](#)

- 9. Presentation on the Air Quality Management Division's PM10 Exceptional Event Demonstration Project.

Staff Representative: Matt McCarthy

Attachments: [PM10 Exceptional Event Demonstration Project](#)

- 10.** Review, discussion and approval of Business Impact Statements regarding Northern Nevada Public Health (NNPH) Air Quality Management and Environmental Health Proposed Fees, with a finding that the proposed Air Quality Management and Environmental Health fees do not impose a direct and significant economic burden on a business, and do not directly restrict the formation, operation or expansion of a business; and set a public hearing for possible adoption of Proposed Fees for January 25, 2024 at 1:00 pm. (FOR POSSIBLE ACTION)

Staff Representatives: Robert Fyda, Francisco Vega, and Jack Zenteno

Attachments: [DBOH 12-14-23 - EHS and AQM - Business Impact Statement Mailer-Public Health](#)
[Workshop Press Release 11132023](#)
[Fee Workshop PowerPoint Reg](#)
[EHS FY24-25 Fee Revision BIS 231130](#)
[AQM FY24-25 Fee Revision BIS 231130](#)
[AQM Fee Revision BIS Response to Comments 231204](#)
[EHS Response to Comments 231204](#)
[Sign in Sheets](#)

11. Regional Emergency and Medical Services Authority.

- A.** Recommendation to accept the REMSA Health Monthly Franchise Report for October of 2023 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 - 12-14-2023 - REMSA Health Monthly Franchise Report](#)
[DBOH - 12-14-23 REMSA Monthly Franchise Report -October 2023](#)

- 12.** Presentation and Discussion of Succession Planning. Staff is seeking guidance regarding the Health District's succession planning efforts and any recommendations for improvements or modifications. (FOR POSSIBLE ACTION)

Staff Representative: Erin Dixon

Attachments: [DBOH 12-14-23 - Succession Planning Slides](#)

- 13.** Recommendation to amend the Employment Agreement between Northern Nevada Public Health (Washoe County Health District) and Kevin Dick, District Health Officer, at Section 5(A) Leave: to allow for payment of unused vacation time upon separation of employment. (FOR POSSIBLE ACTION)

Staff Representative: Laurie Griffey

Attachments: [DBOH 12-14-2023 - ODHO - District Health Officer Contract](#)
[DHO Dick Employment Agmt Amendment- 2023](#)
[2020 Employment Agreement Amendment and 2014 Employment Agreement](#)

- 14.** Recommendation to approve the proposed 2024 Washoe County District Board of Health meeting calendar. (FOR POSSIBLE ACTION)

Staff Representative: Kevin Dick

Attachments: [DBOH 12-14-23-2024 DBOH Meeting Schedule](#)

- 15.** Progress Update on the District Health Officer National Search.

Presented by: Kristopher Dahir, NNPH Board Chair

16. Staff Reports and Program Updates.

- A. Air Quality Management** - DOE Announces Funding for 16 Hydrogen Hubs, EPA Makes Endangerment Finding for Aircraft Lead Emissions, Groups to Sue EPA Over Failing to Set NAAQS for GHGs, October 2023 EPA Small Business Newsletter, Divisional Update, Program Reports, Monitoring and Planning, Permitting and Compliance.

Staff Representative: Francisco Vega

Attachments: [DBOH 12-14-2023 - AQMD - Division Staff Report](#)

- B. Community and Clinical Health Services** -World AIDS Day; 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 12-14-23 - November CCHS DD Staff Report](#)
[DBOH 12-14-2023 December CCHS DD Staff Report](#)

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

Attachments: [DBOH 12.14.23 - EHS DD Report](#)

- D. Epidemiology and Public Health Preparedness** - Epidemiology, Public Health Preparedness, Emergency Medical Services, Vital Statistics.
Staff Representative: Dr. Nancy Diao

Attachments: [DBOH 12-14-2023 - EPHP-Division Report](#)

- E. District Health Officer Report** - Northern Nevada Public Health Communications Update, COVID-19 Documentary, NNPH Name Change, Public Health Accreditation, Community Health Improvement Plan, Health Equity, Family Health Festival, CCHS Assessment, Academic Health Department, Bloomberg American Health Summit, and Public Communications and Outreach.
Staff Representative: Kevin Dick

Attachments: [DBOH 12-14-23 ODHO Staff Report](#)
[2023-Oct-Media-Mentions](#)

17. 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. 9th 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 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. 9th 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. Supporting materials are also available at the Northern Nevada Public Health Website <https://www.NNPH.org> pursuant to the requirements of NRS 241.020.