

## 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, September 28, 2023

1:00 p.m.

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

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**TO ATTEND VIRTUALLY OR TELEPHONICALLY PLEASE USE THE LINK/NUMBER BELOW  
(Please be sure to keep your devices on mute and do not place the meeting on hold)**

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

Phone: 1-669-900-6833

Meeting ID: 820 9018 1273

This meeting will also be accessible via ZOOM.

To attend via ZOOM, type <https://zoom.us/> in 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.**

YEARS OF SERVICE

- i. Jessica Conner, Public Health Investigator II, 5 years, hired September 17, 2018-CCHS
- ii. Joshua Restori, AQM Supervisor, 10 years, hired September 9, 2013 -AQM

NEW HIRES

- i. Julia Davidson, AQM Trainee, August 28, 2023-AQM
- ii. Nennette Cano, Sr. Office Specialist, September 11, 2023-AQM
- iii. Crystallena Christensen, Community Health Worker, September 25, 2023-CCHS
- iv. Ryan Rennie, EHS Trainee, September 25, 2023-EHS
- v. April Miller, Sr. Office Specialist, August 28, 2023-EPHP

PROMOTIONS

- i. Mia Gzebb, from EHS Trainee to EHS Specialist effective August 16, 2023-EHS
- ii. Jessica Gearhart, from EHS Trainee to EHS Specialist effective August 21, 2023-EHS
- iii. Olivia Alexander-Leeder, EHS Trainee to EHS Specialist effective August 30, 2023-EHS
- iv. Maricruz Schaefer, from Public Health Nurse to Sr. Public Health Nurse effective August 28, 2023-CCHS
- v. Kellisa Shirane, from Public Health Nurse I to Public Health Nurse II effective August 30, 2023-CCHS

RESIGNATIONS

- i. Alexandra Velasco, Public Health Nurse II effective September 7, 2023-CCHS
- ii. Heather Burris, Office Specialist effective September 22, 2023-EHS

RETIREMENTS

- i. Paula Valentin, Admin. Asst. II effective September 22, 2023-EHS

WASHOE COUNTY HEALTH HEROES

- i. Lona Bogale-CCHS

**5. Proclamations. (FOR POSSIBLE ACTION)**

**5A. National Preparedness Month Proclamation.**

Staff Representative: Andrea Esp

**Attachments:** [DBOH 9-28-2023 -EPHP- National Preparedness Month](#)

**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.

The meeting will be held in the County Commission Chambers and via Zoom. 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.

**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.

Requests for public comment via zoom must be submitted to [svaldespin@washoecounty.gov](mailto:svaldespin@washoecounty.gov) no later than 4:00 p.m. on Wednesday, August 23, 2023.

Reasonable efforts will be made to hear all public comment during the meeting.

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

**7. Consent Items:**

**A.** Approval of Draft Minutes.

**Attachments:** [08-24-2023 DBOH minutes](#)

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

- i.** Approve a Grant Award and Agreement from Nevada Clinical Services, Inc. retroactive to July 1, 2023 through June 30, 2025 in the total amount of \$237,600 (no match required) in support of the Community and Clinical Health Services Division's Tobacco Control Program; and authorize the District Health Officer to execute the Agreement and any future amendments. (FOR POSSIBLE ACTION)  
Staff Representative: Irene Dominguez and Kelli Goatley-Seals

**Attachments:** [DBOH 09-28-23-FY24 NCS Tobacco Grant Staff Report](#)  
[NCS Second Amendment to Grant Renewal Agrmt w Washoe County HD - 7.1.2023-6.30.2025 \(#162712\) \(00239477-2xBD172\)](#)

- ii.** 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 of \$957,197 (\$68,643.20 cash match) retroactive to July 1,2023 through June 30, 2024 in support of the Center for Disease Control and Prevention (CDC) Public Health Preparedness Program (PHP) and authorize the District Health Officer to

execute the Notice of Subaward, any future amendments and MOU agreements with partnering agencies. (FOR POSSIBLE ACTION)

Staff Representative: Kristen Palmer

**Attachments:** [DBOH 09-28-23 FY24 PHP-CDC Staff Report](#)  
[SG 26319 Northern Nevada Public Health \(06.30.2024\)FINAL](#)

- iii. Approve a 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 \$444,573.00 (\$44,457.30 cash match) retroactive to July 1, 2023 through June 30, 2024 in support of the Assistant Secretary for Preparedness and Response (ASPR) Public Health Preparedness Program; approval of authorization to travel and travel reimbursements for non-County employees that are Inter-Hospital Coordinating Council (IHCC) Coalition members (to be designated by IHCC leadership) in an amount not to exceed the FY24 travel budget to attend the Health Care Coalition Conferences (dates to be determined); and authorize the District Health Officer to execute the Subaward and any subsequent amendments and give the District Health Officer authorization to execute MOU agreements with partnering agencies (FOR POSSIBLE ACTION)

Staff Representative: Kristen Palmer

**Attachments:** [DBOH 9-28-23-FY24 ASPR-HPP Staff Report](#)  
[SG 26324 Northern Nevada Public Health \(06.30.2024\)FINAL](#)

- iv. Approve a Subaward from the State of Nevada Department of Health and Human Services Grants Management Unit retroactive to July 1, 2023 through June 30, 2024 in the total amount of \$278,936.00 (no required match) in support of the Community and Clinical Health Services Division (CCHS) Family Planning Program IO# 12241 and authorize the District Health Officer to execute the Subaward and any future amendments. (FOR POSSIBLE ACTION)

Staff Representative: Irene Dominguez and Kelly Verling

**Attachments:** [DBOH 09-28-23 FY24 State Family Planning grant Staff Report](#)  
[SG 26344 Washoe County Health District.06.30.2024.FINAL \(002\)](#)

- v. Approve a Notice of Subaward from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health, for the period August 1, 2023 through July 31, 2024 in the total amount of \$149,353.00 in support of the Centers for Disease Control and Prevention (CDC) Epidemiology and Laboratory

Capacity Program and authorize the District Health Officer to execute the Subaward and future amendments. (FOR POSSIBLE ACTION)  
Staff Representative: Kristen Palmer

**Attachments:** [DBOH 9-28-23 - FY24 ELC Staff Report](#)  
[SG 26387 Northern Nevada Public Health\(07.31.2024\)FINAL](#)

- vi. 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 of \$26,573 (\$2,657 cash match) retroactive to July 1, 2023 through June 30, 2024 in support of the Assistant Secretary for Preparedness and Resources (ASPR) Public Health Preparedness Program Carryover Program; it will support the purchase of equipment for health care preparedness ability to respond when otherwise not safe for emergency responders, and authorize the District Health Officer to execute the Notice of Subaward, any future amendments and MOU agreements with partnering agencies. (FOR POSSIBLE ACTION)  
Staff Representative: Kristen Palmer

**Attachments:** [DBOH 9-28-23-FY24 HPP Carryover BP3 Staff Report](#)  
[SG 26136 Northern Nevada Public Health \(6.30.2024\)FINAL](#)

**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 an uncontested citation issued to F&P Construction, Inc., Case No. 1441, Notice of Violation No. AQMV23-0009, with a \$600.00 penalty, for failing to obtain a Dust Control Permit prior to the commencement of a dust generating activity. (FOR POSSIBLE ACTION)

**Attachments:** [DBOH - 9-28-2023 - AQMD - Case No. 1441 NOV No. AQMV23-0009 \(Staff Report\)](#)  
[DBOH - 9-28-2023 - AQMD - Case No. 1441 NOV No. AQMV23-0009 \(Supporting Documentation\)](#)

- ii. Recommendation for the Board to uphold an uncontested citation issued to Pyramid Lake Lodge, Case No. 1447, Notice of Violation No. AQMV23-0012, with a

\$1,000.00 penalty, for failing to comply with permit requirements associated with Permit to Operate No. AAIR19-0042. (FOR POSSIBLE ACTION)

**Attachments:** [DBOH - 9-28-2023 - AQMD - Case No. 1447 NOV No. AQMV23-0012 \(Staff Report\)](#)  
[DBOH - 9-28-2023 - AQMD - Case No. 1447 NOV No. AQMV23-0012 \(Supporting Documentation\)](#)

- iii. Recommendation for the Board to uphold an uncontested citation issued to Olaf Anderson Construction, Inc., Case No. 1457, Notice of Violation No. AQMV23-0010 and AQMV23-0011, with a \$2,000.00 total penalty, for failing to control fugitive dust from construction activities and failing to maintain daily records of dust control. (FOR POSSIBLE ACTION)

**Attachments:** [DBOH - 9-28-2023 - AQMD - Case No. 1457 NOV No. AQMV23-0010 11 \(Staff Report\)](#)  
[DBOH - 9-28-2023 - AQMD - Case No. 1457 NOV No. AQMV23-0010 11 \(Supporting Documentation\)](#)

- D. Approve and Adopt the Proposed Northern Nevada Public Health Employee Policy Manual Updates for Fiscal Year 24. (FOR POSSIBLE ACTION)  
Staff Representative: Laurie Griffey

**Attachments:** [DBOH 09-28-23 - Appv Emp Manual Staff Report Updated 2023 DRAFT NNPH Emp Policy Manual updated 8-15-23](#)

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

**Attachments:** [DBOH 9-28-23 - 23 AHS August Financial Review Staff Report Actual Rev-Exp 2-yr \(FC\) August 2023](#)

**-END OF CONSENT-**

**8. Regional Emergency and Medical Services Authority.**

- A. Recommendation to accept the REMSA Health Monthly Franchise Report for August 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 - 09-28-2023 - REMSA Heath Monthly Franchise Report](#)  
[DBOH - 09-28-2023 - REMSA Health Monthly Franchise Report - August 2023](#)

9. Presentation and possible approval of revised FY24-26 Strategic Plan. (FOR POSSIBLE ACTION)

Staff Representative: Julia Ratti

**Attachments:** [Staff-Report-DBOH-Revised FY24-26 Strategic Plan](#)  
[Strategic Plan FY24-26 DRAFT revised 9 28 23](#)

10. Review, discussion, and possible adoption of the Business Impact Statement regarding proposed revisions to the Washoe County District Board of Health Regulations Governing Air Quality Management, Chapter 020 - General Provisions with a finding that the revised regulations do not impose a direct and significant economic burden on a business; nor do the revised regulations directly restrict the formation, operation, or expansion of a business; and set a public hearing for possible adoption of the proposed revisions to the Regulations for October 26, 2023, at 1:00 pm. (FOR POSSIBLE ACTION)

Staff Representative: Francisco Vega

**Attachments:** [DBOH 9-28-23 AQMD - 020 REVISION BIS - Staff Report](#)  
[020 REVISION BIS Agenda Packet](#)  
[DBOH 09-28-2023 – AQMD – Presentation for BIS](#)

11. Presentation, discussion and possible action to affirm the recommendation of the Food Protection Hearing Advisory Board (FPHAB) Case #1-23FP to prohibit Reno Roots, represent by Mr. Neil Cavanaugh, from adding kava (*Piper methysticum*) to foods or beverages per Section 050.050 of the Regulations of the Washoe County District Board of Health Governing Food Establishments and to continue to work with Reno Roots to determine solutions that not only meet the regulations but are safe for the public. (FOR POSSIBLE ACTION)

Staff Representative: Robert Fyda

**Attachments:** [DBOH 09-28-23-EHS NNPH Kava Appeal Staff Report](#)  
[08-21-2023 FPHAB packet](#)  
[8-21-23 FPHAB Meeting Public Comment](#)  
[08-21-2023 FPHAB Draft Minutes](#)

- 12.** Discussion and possible direction to staff regarding the establishment of the District Board of Health (DBOH) as the permit holder / licensee by the Federal Aviation Administration (FAA) for the operation of unmanned drones by NNPH Vector Control Program staff. (FOR POSSIBLE ACTION)  
Staff Representative: Robert Fyda

**Attachments:** [DBOH Staff Report 9 28 23 - EHS Drone Program](#)

- 13.** Recommendation to approve compensation for the District Health Officer at his current hourly rate as of January 1, 2024 (\$111.94) for annual leave accrued in excess of 240 hours in a calendar year and approve payment of up to \$19,921.96, which represents compensation for up to 177.97 hours of annual leave that cannot be used this year. (FOR POSSIBLE ACTION)  
Staff Representative: Laurie Griffey

**Attachments:** [DBOH 9-28-23 2023 Vacation Payout Staff Rpt](#)  
[2023 Vacation Denial\\_KDick45](#)

- 14.** Review and Approval of Annual Performance Evaluation Questions and List of Participants for the District Health Officer's Annual 360 Evaluation and Direct Staff to Conduct the Evaluation Utilizing an On-line Survey Program. (FOR POSSIBLE ACTION)  
Staff Representative: Laurie Griffey

**Attachments:** [DBOH 09-28-23 Beg Eval Process](#)  
[2023 DRAFT List of Participants No Emails REVISED](#)  
[Suggested Eval Surveys for DHO 2023](#)

**15. Staff Report and Program Updates.**

- A. Air Quality Management** - EPA Initiates New Review of the Ozone NAAQS, HHS and NHTSA to Track Heat-Related Ambulance Calls, August 2023 EPA Small Business Newsletter, Divisional Update, Program Reports, Monitoring and Planning, Permitting and Compliance.  
Staff Representative: Francisco Vega

**Attachments:** [DBOH 09-28-2023 – AQMD–Division Director Staff Report \(August 2023\)](#)

- B. Community and Clinical Health Services** - Chronic Disease Injury Prevention: Firearm Related Injuries Reduction Efforts; 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 9-28-2023 CCHS Director 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-09-28-2023-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 09-28-2023 - EPHP-Division Report](#)

- E. District Health Officer Report -** Northern Nevada Public Health Name Change, Northern Nevada Public Health Communications, Retirement, Salary Increases and Grants, Public Health Accreditation, Family Health Festival, CCHS Assessment, CCHS Protocols Approved, and Public Communications and Outreach.

Staff Representative: Kevin Dick

**Attachments:** [DBOH 09-28-23 ODHO Staff Report](#)

[2023-Aug-Media-Mentions](#)

[FHF October Flyer F2](#)

16. 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 District Board of 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 Washoe County Health District, 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@washoecounty.gov](mailto:svaldespin@washoecounty.gov) 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 Health District 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:

Washoe County Health District, 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

Washoe County Health District Website <https://www.washoecounty.gov/health>

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 Washoe County Health District located at 1001 E. 9<sup>th</sup> Street, in Reno, Nevada. Ms. Susy Valdespin, Recording Secretary to the District Board of Health is the person designated by the Washoe County District Board of Health to respond to requests for supporting materials. Ms. Valdespin is located at the Washoe County Health District and may be reached by telephone at (775) 328-2415 or by email at [svaldespin@washoecounty.gov](mailto:svaldespin@washoecounty.gov). Supporting materials are also available at the Washoe County Health District Website <https://www.washoecounty.gov/health> pursuant to the requirements of NRS 241.020.