

## District Board of Health Meeting Minutes

### Members

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

Thursday, January 25, 2024  
1:00 p.m.

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

---

### 1. Roll Call and Determination of Quorum.

Chair, Kristopher Dahir called the meeting to order at 1:00 p.m.  
The following members and staff were present:

Members present: Kristopher Dahir  
Mariluz Garcia (via zoom)  
Dr. John Klacking  
Dr. John Novak  
Dr. Danko (arrive at 1:11 p.m.)

Members Absent: Devon Reese  
Michael D. Brown

### Ms. Valdespin verified a quorum was present.

Staff present: Kevin Dick, District Health Officer  
Erin Dixon  
Robert Fyda  
Joshua Restori  
Lisa Lottritz  
Dr. Nancy Diao

### 2. Pledge of Allegiance.

Barry Duplantis led the pledge to the flag.

### 3. Approval of Agenda.

January 25, 2024

**Dr. Novak moved to approve the agenda for the January 25, 2024, District Board of Health regular meeting. Dr. Klacking seconded the motion, which was approved unanimously in Dr. Danko's absentia.**

#### 4. **Recognitions.**

##### Years of Service

- i. Elena Varganova, Statistician, 10 years – EPHP
- ii. Joelle Gutman Dodson, Government Affairs Liaison, 5 years – ODHO

Mr. Dick began by recognizing Ms. Varganova for 10 years of service and expressed appreciation for her service. He also recognized and thanked Ms. Gutman Dodson for 5 years of service with the Health District.

##### New Hires

- i. Timothy Rosario, AQM Trainee, 1/2/2024 – AQM
- ii. Olivia Bustamante Arroyo, Medical Billing Specialist, 1/2/2024 – CCHS
- iii. Nafisha Sheldon, Public Health Nurse I, 12/18/2023 – CCHS
- iv. Chloe Dodge, EHS Trainee, 12/18/2023 – CCHS

Mr. Dick acknowledge Mr. Rosario as a new hire in AQM.

Mr. Dick invited Ms. Lottritz, CCHS Director to introduce new hires for CCHS. Ms. Lottritz briefly shared Ms. Bustamante Arroyo’s background and experience; and welcomed her to the CCHS Division. She also welcomed Ms. Sheldon and briefly shared her responsibilities in CCHS as well as her background and prior experience.

Mr. Dick invited Mr. Fyda, EHS Director, to introduce Ms. Dodge.

Mr. Fyda welcomed Ms. Dodge and briefly shared her education and prior experience.

##### Resignations

- i. Carina Suazo, Health Educator II, resigned 12/9/2023 – CCHS
- ii. Michael Touhey, Sr. EHS Specialist, resigning 1/26/2024 – EHS
- iii. Ellen Messinger-Patton, EHS Specialist, resigning 2/2/2024 – EHS

Mr. Dick acknowledged Ms. Suazo, Mr. Touhey, and Ms. Messinger-Patton on their resignations.

##### Promotions

- i. Brandon Koyama, promoted from Env. Engineer I to Env. Engineer II – AQM

Mr. Dick congratulated Mr. Koyama on his new promotion to Environmental Engineer II with AQM.

##### Health Heroes

- i. Narsy Perez – EHS
- ii. Susy Valdespin – ODHO
- iii. Jasmine Olvera (x2) – CCHS
- iv. Keyla Solorio (x2) – CCHS
- v. Marisol Martinez – CCHS
- vi. Crystallena Christensen – CCHS

##### **Honorable Mentions**

- i. Christabell Sotelo – EPHP
- ii. Rachel Cord – AHS

iii. Vicky Ahrens – AHS

Mr. Dick acknowledged Health Heroes and made note that the committee is an employee-driven recognition committee for staff that are demonstrating NNPH values.

Mr. Dick Acknowledge Ms. Perez for her Health Hero nomination for the values of adaptability and inclusivity. Ms. Valdespin for the values of adaptability and collaboration. Jasmine Olvera for the values Adaptability, Trustworthiness, Collaboration and Compassion. Marisol Martinez Avila for the values of Collaboration and Compassion. Keyla Solorio for the values of Adaptability, Collaboration, and Compassion. Crystallena Christensen for the values of Collaboration and Compassion.

In addition, he acknowledged all staff for their honorable mentions.

Special Recognitions

i. Dianna Karlicek

Northern Nevada Public Health  
Adopt-a-Family Campaign Organizer

Mr. Dick rendered recognition for Ms. Karlicek for all her hard work on leading the Adopt-a-Family Campaign for the holidays. He reported on her achievements which included 13 people with items such as clothes, cash, hygiene items, cleaning supplies, and gift cards.

ii. REMSA Health Clinical Excellence Recognition of Crews and First Response partners

Presented by: Adam Heinz, REMSA Health COO  
Scott Norman, Clinical Standards and Practices Director

Adam Heinz, REMSA Health COO, began his recognition statement by providing a background on the incident that led to the recognition. Mr. Heinz highlighted that regardless of the agency they represented first responders recognized that this community member was in need and collaboratively worked to the highest level to care for the community member, which reflects the professionalism, teamwork, and clinical excellence of the honorees. A list of all honorees was read, and a certificate and clinician of the month challenge coin was presented to the group.

Mr. Heinz opined that everyday compassion, clinical excellence, and collaboration between agencies is important and necessary to recognize just as compliance is recognized.

Chair Dahir echoed Mr. Heinz sentiments about recognizing first responders and thanked all the honorees.

**5. Presentation – UNR School of Public Health and District Board of Health Scholarship**  
Presented by: Dr. Wei Yang, MD, MPH, Senior Associate Dean, School of Public Health  
Gabrielle Brackett, MS, MPH, Director of Dev. School of Public Health  
Sara Perez, Scholarship Recipient

Dr. Yang began his presentation by sharing the UNR School of Public Health's core values, mission, and achievements in receiving the Council on Education for Public Health (CEPH) international accreditation. Dr. Yang continued to present on School of Public Health's

structure and spoke about the four academic departments as well as the five centers, including the Larson Institute. Additionally, he spoke about the growth in enrollment for FY2022 and FY2023 YTD and continued with a report on development and endowment, noting that they were not including their major donation of 2022 in the amount of \$1.5 million from one of their students.

Dr. Yang concluded by reporting on UNR's research obligations and highlighted they are number one in research obligation in FY23/FY24 with a total of 18.2% of UNR research obligation and added information about their new building and the plans to begin a lab.

Ms. Brackett, Director of Development, continued the presentation by providing an update on endowment. She expressed her gratitude for the Board's support and the scholarship endowment. Before Ms. Brackett introduced the scholarship recipient, Sara Perez, she provided the Board with a market value update.

Ms. Perez stated she was formerly an intern for the NNPH Tobacco Program and expressed her passion for Public Health. Ms. Perez briefly shared her background and added that she was the first person to receive a PhD in her family and highlighted that scholarships have helped to make her education possible and allow her to volunteer in the community. Ms. Perez thanked the Board for their support.

Chair Dahir commended Ms. Perez.

## **6. Public Comment.**

### **Chair Dahir opened the public comment period.**

At the call for public comment, Ms. Kelly Parsons appeared in front of the Board and specified she was only representing herself; however, she was aware of employees going through similar experiences within the Health District. She made note of previous public comment regarding inequities of the Korn Ferry Study and stated that most staff refrained from speaking due to fear of retribution, which she felt was accurate as she has received retribution. Ms. Parsons reiterated that while it is scary to bring issues up to the Board, she opined that all other avenues had been exhausted. She continued to state that she is a vocal person and will not be silenced. She reported that she has been harassed, bullied, and micromanaged for the last four years for a variety of reasons and has witnessed the same treatment toward others. Ms. Parsons stated she as well as other staff members have reported the issues up the management chain and Human Resources; however, no action has been taken.

Ms. Parsons added that she suffers from severe anxiety, depression, and PTSD and has spent thousands of dollars on medical expenses due to her work environment. She stated that Human Resources and management have placed the blame on Ms. Parsons for the endured issues. She continued to opine that management is not held accountable for actions towards employees and highlighted the high employee turnover within the Health District and stated that "people don't leave jobs, they leave bosses". She expressed her hope that other employees do not experience the things she has endured as she opined that no job should make employees that upset and stated that employees deserve to come to work in a safe environment and be treated as human being and not a number, especially as it referred to flexible work schedules and working from home. Ms. Parsons concluded by stating that employees deserve a better work environment with leaders and not horrible bosses. Ms. Parsons asked the Board to listen to employees and not just management, so that the Board can help resolve the issues and allow employees to enjoy coming to work.

### **Having no further public comment, Chair Dahir closed the public comment period.**

**7. Consent Items.**

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.**

- i. December 14, 2023.

**B. Budget Amendments/Interlocal Agreement.**

- i. Approve the Notice of Subaward from the State of Nevada Department of Health and Human Services, Division of Public and Behavioral Health retroactive to October 1, 2023 through September 30, 2024 in the total amount of \$451,770 (no match required), with funding contingent upon availability of funds issued through the Federal Continuing Resolution. Allowable expenditures reimbursement is retroactive to October 1, 2023 through January 19, 2024, in support of the Community and Clinical Health Services Division's Women, Infants and Children (WIC) Program and authorize the District Health Officer to execute the Subaward and any future amendments.

Staff Representative: Irene Dominguez

- ii. Approve a Notice of Subaward from the State of Nevada Department of Health and Human Services, Division of Public & Behavioral Health retroactive to January 1, 2024 through December 31, 2024 in the total amount of \$108,949 (no required match) in support of the Community and Clinical Health Services Division Tuberculosis Prevention Program and authorize the District Health Officer to execute the Subaward and any future amendments.

Staff Representative: Irene Dominguez

**C. Approval of authorization to travel and travel reimbursements for non-County employee, Dr. John Novak, for FY23-24 in the approximate amount of \$7,000.00.**

Staff Representative: Kevin Dick

**D. Acknowledge receipt of the Health Fund Financial Review for December, Fiscal Year 2024.**

Staff Representative: Jack Zenteno

**Dr. Novak moved to approve the consent agenda. Dr. Klacking seconded the motion which was approved unanimously.**

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

**A. Recommendation to accept the REMSA Health Monthly Franchise Report for November and December 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.**

Presented by: Barry Duplantis

Barry Duplantis, REMSA Health CEO and President, opened his item by noting that REMSA Health has been fully compliant with all Priority 1 calls in all franchise areas and opened his items for questions from the Board.

**Dr. Klacking moved to approve the consent agenda. Dr. Novak seconded the motion which was approved unanimously.**

**B. Presentation and discussion of REMSA Health’s Fiscal Year 2023 Audited Financial Statements.**

Presented by: Barry Duplantis and Shirley Roberts

Shirley Roberts, Chair of the Board of Directors for REMSA Health, opened the item by stating she is representing the REMSA Health Board of Directors. She continued to express that they had a fantastic year with an incredible and active Board. She expressed her satisfaction with Mr. Duplantis’ performance.

Chair Dahir thanked Ms. Roberts for being present and shared his pleasure and experience with REMSA Health’s event to induct a helicopter earlier in the week.

Mr. Duplantis continued to report on the audited financial statements.

Chair Dahir made note of a document that was provided during the meeting to all present board members and stated a copy would be provided to those board members present via zoom.

Mr. Duplantis continued to highlight that REMSA Health has received the highest opinion available from their auditors and reported that REMSA Health achieved a positive change in net assets of approximately \$1.1 million based on generally accepted accounting principles (GAAP). He added that in essence it worked out to be a 2.6% net income after expenses. He continued to report that in FY23 REMSA Health continued to improve their balance sheet through careful cash management and financed all their expenses and capital purchases with cash, which represented sufficient cash to cover 3.6 months of operating expenses as of June 30. He added that REMSA Health’s long-term debt had been reduced to \$1.2 million.

Mr. Duplantis reported that REMSA Health employes over 550 people and reminded the Board that as an organization REMSA Health absorbed all the cost increases for the health insurance plan going into FY24. He also reported that REMSA Health has increased their 401K match for employees. Mr. Duplantis concluded by reporting that REMSA Health transported 58,000 patients to area hospitals and about 70% of those are covered by government insurance payors, which he opined was very typical of the population that they serve.

Mr. Duplantis opened this item for questions from the Board.

Chair Dahir asked if they had a fund balance goal.

Mr. Duplantis responded that the 3.6 months of reserve is about where they want to be. Mr. Duplantis opined that they also have a responsibility to care for their employees, so he opined those 3.6 months is a good number given the marketplace they operate in. He also added that 3.6 months was most likely better than their competitors, which serves to provide for situations that may not be anticipated.

Chair Dahir asked if the 550 employes are full time equivalent.

Mr. Duplantis confirmed it included per diem staff.

Chair Dahir asked if REMSA Health is still hiring.

Mr. Duplantis responded that REMSA Health is always looking to add good quality clinicians.

Dr. Novak commended REMSA Health for keeping a financial cushion and expressed appreciation for using funds to take care of employees.

**9. Public Hearing - Discussion and proposed adoption of revisions to the Fee Schedule, specific to Air Quality Management and Environmental Health Services, as may be determined by the District Board of Health with collection beginning on or after July 1, 2024, with automatic annual adjustments based on West Region Consumer Price Index (CPI), through FY28 with a full recalculation of fees for Fiscal Year 2029.**

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

Chair Dahir explained the format to open the public hearing and invited Erin Dixon, Deputy District Health Officer to begin the presentation.

Ms. Dixon briefly introduced the item by sharing the history of Air Quality and Environmental Health fees starting with the changes in methodology in 2015 and the analysis of expenditures in 2022-23. Ms. Dixon reported that the methodology has remained the same including staff time, expenses by program, indirect costs, fees are rounded to the nearest dollar except for late fees, and annual updates with the Western Region CPI. Ms. Dixon reminded the Board of the extensive outreach that was performed for this item. She concluded by providing a timeline for the proposed fee changes which included workshops in November 2023, presentation to the Board in December 2023, Public Hearing in January 2024, and Implementation in July 2024. Ms. Dixon introduced Robert Fyda, EHS Division Director to present on the proposed fees for both EHS and AQM.

Mr. Fyda provided a summary of changes of fees and highlighted development fees, food fees, and standardization of fees. Mr. Fyda reported that after reviewing the time studies, they found that removal of vector fees from development fees was warranted as the way the process was executed occurred more in the construction phase. In addition, there was a reduction in the tentative and final maps fees. Mr. Fyda continued to report on the food program changes to include a revamp on the temporary food event fee as well as moving into a risk-based fee model for food establishments. He highlighted the new event organizer permit that was designed to designate a point of contact for any onsite infrastructure, a new annual itinerant food vendor permit that allows a food vendor to operate at multiple temporary events, and a new food establishment risk level fee. Mr. Fyda stated that some of the food program benefits included money and resource savings and streamlining special event infrastructure. He spoke about re-inspections only being charged if facilities required additional inspections and risk categories would be assigned by inspector or plan review team based on the menu and equipment. He concluded by reporting on risk levels, stating that it would all be based on food handling operations with a special carveout for school kitchens.

Mr. Fyda reported that one benefit of these fee changes was that food fees were kept relatively stable, with the exception of risk category 3 as they require more time and energy. He continued to highlight the itinerant permit, risk-based inspections. Additionally, Mr. Fyda stated that an added benefit was the streamlining of special event infrastructure and reduction in the occurrence of food borne illnesses in the community.

Mr. Fyda, in representation of Air Quality Management, shared a table of AQM fees and the proposed changes and stated fees would be based on complexity and risk. He highlighted the fees that were added including modification of a minor source. Mr. Fyda made note of the new category that involved a new PSF/NSR source and explained that Washoe County did not have any of those facilities in existence; however, that fee prepares Air Quality in establishing the review of any major mine, major manufacturing operation, or large-scale utility that may locate in Washoe County in the future. He continued to report on the emission fee that was changed from a per pound base to a flat fee. Mr. Fyda concluded by reporting on the applicability

determination fee that includes plan review for new businesses coming into the area and determining if they need an Air Quality Permit.

Mr. Fyda updated the Board on changes to AQM's regulations that are being developed that would impact stationary minor sources. Some of the changes included higher emissions thresholds which would be scheduled to be implemented in January 2025.

Mr. Fyda reported on the fiscal impact of the fee changes to include an approximate increase of \$700,000 for AQM and approximately \$1 million for EHS, with the goal of getting the divisions closer to full cost recovery.

Mr. Fyda closed his presentation by adding that the Washoe County School District expressed concerns regarding the fees; therefore, the Health District was modifying their recommendation to reflect a phased implementation for the Washoe County School District with 50% of implementation on July 1, 2024, and 100% on FY2025.

Mr. Fyda opened the item for questions and public comment.

Chair Dahir opened the public hearing.

At the call for public comment, Sarah Collins, representing Nevada Petroleum Marketers and Convenience Store Association (NPM&CSA), came forward to speak.

Ms. Collins stated they are a statewide trade group that represents Nevada liquified fuel distributors and convenience store owner and publicly thanked Francisco Vega, Rob Fyda, and Joelle Gutman for continuously communication with them and answering questions for her organization. She proceeded to commend staff. Additionally, she stated that NPM&CSA was in full support of the agenda item regarding the revisions to the Fee Schedule.

Ms. Valdespin noted for the record that public comment via email was provided and was made available to the Board from Kyle Chisholm, School Property Planning Manager in representation of the Washoe County School District.

Having no additional public comment, Chair Dahir closed the public comment period and moved to a vote.

Dr. Klacking commended staff for a job well done as he opined that simplifying the process was appreciated. He added that he was pleased to hear about the support from the public.

Dr. Novak echoed Dr. Klacking's comment, as it was a lot of work and opined the change was going in the right direction for the public and the Health District.

Commissioner Garcia expressed her gratitude to staff for initiating conversations with the Washoe County School District. She added she was in full support of the phased implementation plan and echoed the commenter's sentiment about the great work staff is doing with communicating with the public.

Chair Dahir agreed with Commissioner Garcia and stated that the goal is to serve the community, so working together is the right direction and thanked Ms. Collins for sharing her experience. Chair Dahir added that he appreciated EHS's efforts to save the community money through the food vendor permitting.

**Dr. Novak moved to approve the amended motion to adopt the revisions to the Fee Schedule, specific to Air Quality Management and Environmental Health Services, with school facilities and annual emission reporting fee specific to WCSD to be implemented at**

**50% on July 1, 2024, and 100% on July 1, 2025. Dr. Klacking seconded the motion which was approved unanimously.**

**10. Presentation, discussion and possible adoption of revised Bylaws, and Rules, Policies and Procedures, to include revisions as deemed appropriate by the Board.**

Staff Representatives: Kevin Dick

Mr. Dick stated that they were proposing changes to update the organization's name to Northern Nevada Public Health throughout the bylaws and policies, rules, and procedures. Additionally, minor corrections to formalize the sequence of events as listed on the agenda, specifically, public comment has been positioned after recognitions and approval of agenda.

Mr. Dick noted that the final change referred to the meetings in November and December, to allow the Board to change the date of those meetings as deemed appropriate.

**Dr. Klacking moved to adopt the revised Bylaws, and Rules, Policies, and Procedures. Dr. Novak seconded the motion which was approved unanimously.**

**11. Presentation and Discussion of NNPH Succession Planning Efforts.**

Staff Representative: Erin Dixon

Ms. Dixon shared the philosophy behind succession planning, as per the request of Chair Dahir and for purposes of accreditation. She continued to report that because the Health District falls under Washoe County Human Resources, they must follow strict guidelines for hiring and promotion. The philosophy is based on four principles to include professional development for advancement, organization continuity, efforts focused on leadership, key positions with little redundancy, and positions with high turnover, and leadership throughout the organization. She briefly explained that NNPH falls under two structures namely Washoe County Human Resources and PHAB.

Ms. Dixon provided details about the current organizations-wide activities to promote staff development, staff advancement, and a performance management system. She continued to report on career ladders with ten classification series with progressive steps for advancement.

Ms. Dixon concluded by addressing the next steps which included formalizing key activities for leadership roles, documenting current philosophy and activities, and securing additional and ongoing opportunities for staff.

Chair Dahir asked if the Health District was actively doing annual reviews.

Ms. Dixon affirmed, but stated the 90% goal has not been achieved.

Chair Dahir asked if a trajectory element can be found within the evaluation process.

Ms. Dixon stated they didn't have anything official; however, supervisors are being trained in coaching and mentoring.

Mr. Dick reiterated that while there is nothing official within the evaluation form, professional development has been tracked with the performance management system. Supervisors are having conversations with staff regarding professional development goals and training.

Chair Dahir opined that professional development is key as staff might be more inclined to stay if they feel that employers believe in them.

**12. Progress Update on the District Health Officer National search.**

Presented by: Kristopher Dahir, NNPH Board Chair

Chair Dahir provided some updates on the national search for a health officer. He reported that weekly meetings were still happening, and the research firm is on track. He shared that there is real interest in the Health Officer position. He reported that March 28 is a key date when final interviews will be conducted and a decision made and continued to ask all Board members to be present, as their opinions and voices are crucial.

Dr. Novak asked if he could obtain a timeline of the process.

Chair Dahir agreed to provide that information and affirmed that the decision will be made by the group once the candidates are narrowed down to 2 or 3 individuals.

**13. Staff Reports and Program Updates.**

**A. Air Quality Management** – Federal Agencies Announce MOU to Address Wildland Fires, FHWA Finalizes Climate Change Performance Measure for State DOT’s and MPO’s, December 2023 EPA Small Business Newsletter, Divisional Update, Program Reports, Monitoring and Planning, Permitting and Compliance.

Staff Representative: Francisco Vega

Josh Restori, AQM Permitting, Compliance, and Enforcement Supervisor, appeared on behalf of Mr. Vega. Mr. Restori took a moment to highlight Mr. Vega’s accomplishment as the National Association of Clean Air Agencies Committee Chair for Permitting and NSR. Mr. Restori continued to highlight the federal agencies’ Memorandum of Understanding to “foster the development of collaborative framework to address the issues pertaining to wildland fire and air quality to promote active wildland vegetation management.” He reported that this MOU is encouraging as the citizens and environment of Washoe County have been negatively impacted by the worst air quality in recorded history as a result of wildfires. Additionally, the Federal Highway Administration announced a performance measure to provide a framework to State DOT and metropolitan planning organizations (MPO) to track transportation related greenhouse gases. Mr. Restori explained that reduction in greenhouse gas can also equate reduction in ozone precursors.

Mr. Restori concluded by reporting that the EPA has approved the request to discontinue the carbon monoxide monitoring at the Sparks station, effective December 31, 2023. This station has been monitoring daily since January 1, 1980. He noted that 2023 permitting compliance data was included with the AQM Staff report for the Board’s review.

Mr. Restori opened his item for questions from the Board.

**B. Community and Clinical Health Services** – 2023 Year in Review; 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

Ms. Lottritz noted that her report included a 2023 year in review and expressed how proud she was of her division. Additionally, she highlighted 17 bilingual staff members who are working on their Medical Translation Certificate to help better serve clients. She reported that Ana Gonzalez and Jasmine Olvera have completed the program.

Ms. Lottritz opened her item for questions from the Board.

Chair Dahir asked Ms. Lottritz to invite everyone to be recognized by the Board, once they complete the program.

- 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

Mr. Fyda opened his item by highlighting that the Food Plan Review completed and advisory inspection for a new commissary kitchen. He continued to report about the Nevada Water and Wastewater Agency Response Network statewide exercise that was attended by staff.

Mr. Fyda concluded by reporting that Kristen DeBraga and her team had won the John J. Guzewich Public Health Award at the Integrated Foodborne Outbreak Response and Management (InFORM) Conference, which recognized those with innovative program and best practices for foodborne illness response and outbreak.

Chair Dahir asked about food cart news with the City of Reno.

Mr. Fyda reported that they had modified the business licensing processes to comply with SB92.

Chair Dahir asked if it affected the Health District operations.

Mr. Fyda reported that there are no changes for the Health District, except to draft a payment plan for people looking to get into food cart vending.

Chair Dahir asked to be informed if anything on the bill would affect the Health District.

Commissioner Garcia asked if the commissary information was included in the staff report.

Mr. Fyda pointed to the area where the information was listed.

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

Dr. Diao began her presentation by reporting that Influenza Like Illness Activities and reported they had peaked in MMWR week 52 of 2023 and flu hospitalizations and RSV had peaked at week 1 of 2024. She continued to report that the dominant strain for flu is Flu A mixed with some Flu B. She added that the majority of outbreaks were respiratory related. Dr. Diao briefly highlighted Epi's quarterly Communicable Disease Reporting and Stats.

Dr. Diao opened her item for questions from the Board.

Dr. Klacking reported about bird flu that has killed millions of animals and stated it might be something to monitor in the community.

Dr. Novak asked if there was any crossover.

Dr. Klacking responded he was unaware of any crossover.

- E. District Health Officer Report** - Northern Nevada Public Health Communications Update, Public Health Accreditation, Community Health Improvement Plan, Health Equity,

Language Accessibility, Diversity, Equity, Inclusion, and Cultural Competency (DEICC) Training, Vehicle Pilot Project, Nevada Public Health Foundation, and Public Communications and Outreach.  
Staff Representative: Kevin Dick

Kevin Dick, Health Officer began his presentation by reminding everyone that all accreditation documentation submittals were due by September 2024. He also informed the Board about the implementation of a vehicle pilot project and will be assessed what the effects on productivity over the next several months.

Mr. Dick opened his item for questions from the Board.

#### 14. Board Comment.

Having no comments from the Board, Chair Dahir closed this item.

#### Adjournment.

**Chair Dahir adjourned the meeting at 2:38 p.m.**

---

**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 Administrative Health Services 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:** Members of the public 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. Reasonable efforts will be made to hear all public comment during the meeting. During the “Public Comment” items, emails may be submitted pertaining to any matter either on or off the agenda, to include items to be heard on consent. For the remainder of the agenda, public comment emails will only be heard during items that are not 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. All public comment is limited to three minutes per person. Unused time may not be reserved by the speaker nor allocated to another speaker.

**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:

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](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.