

## **District Board of Health Special 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, April 11, 2024  
9:30 a.m.**

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

Chair, Kristopher Dahir called the meeting to order at 9:30 a.m.  
The following members and staff were present:

Members present: Kristopher Dahir  
Mariluz Garcia  
Michael D. Brown  
Dr. John Novak  
Dr. John Klacking

Members Absent: Devon Reese  
  
Dr. Danko

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

Staff present: Erin Dixon, Deputy District Health Officer

### **2. Approval of Agenda.**

April 11, 2024

**Dr. Novak moved to approve the agenda for the April 11, 2024, District Board of Health special meeting. Commissioner Garcia seconded the motion, which was approved unanimously.**

### **3. Approve the Interlocal Contract between the State of Nevada, Department of Public and Behavioral Health, Public Health Infrastructure and Improvement and Northern Nevada Public Health for the period of July 1, 2024 through June 30, 2026 in the total amount of \$2,400,000 (\$1,200,000 per fiscal year) in the support of Northern Nevada Public Health**

**(NNPH) in the improvement of public health, IO 20534; and if approved, authorize the District Health Officer to execute the Agreement and any future amendments.**

**Staff Representative:** Erin Dixon and Krsiten Palmer

Erin Dixon, Deputy District Health Officer, open the item by providing background on the interlocal agreement. Ms. Dixon highlighted NNPH priorities as attached to the report and noted that the largest section was disease investigation as well as vaping prevention. Ms. Dixon continued to provide brief details on the dedicated funding for a variety of services including but not limited to the STI efforts, drones, and food cart vending. Ms. Dixon emphasized that these funds could be redirected without going back to the State and asking for a formal amendment.

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

Dr. Novak asked if these funds could be redirected.

Ms. Dixon affirmed.

**Dr. Novak moved to approve the Contract between the State of Nevada, Department of Public and Behavioral Health, Public Health Infrastructure and Improvement and Northern Nevada Public Health. Commissioner Garcia seconded the motion, which was approved unanimously.**

Chief DDA, Mary Kandaras, asked if public comment had been called as she had not heard the call for public comment.

Chair Dahir stated he had not and noted he did public comment at the end and continued to call for public comment. Having no public comment, Chair Dahir closed the item and called for a vote based on the motion that was made.

4. **Recommendation to approve an Employment Agreement for Chad Kingsley, MD, MBA to serve as District Health Officer, starting May 13, 2024, including provisions for an annual salary of \$190,008, benefits in the amount of \$79,608, duration and other provisions common to executive employment contracts including those of previous District Health Officers and to authorize reimbursement of moving expenses up to \$15,000.**

**Staff Representative:** Kristopher Dahir and Erin Dixon

Chair Dahir read the item into the record and asked if there were any questions from the Board.

Chair Dahir called for public comment.

Having no public comment, Chair Dahir called for a motion.

**Dr. Novak moved to approve the Employment Agreement for Chad Kingsley, MD, MBA to serve as District Health Officer. Michael D. Brown seconded the motion, which was approved unanimously.**

Dr. Kingsley expressed his gratitude for the opportunity and stated he looked forward to all the possibilities and becoming part of the team. He expressed his appreciation for the process and time spent with staff and stakeholders.

Dr. Novak welcomed Dr. Kingsley aboard.

Chair Dahir committed to connecting Dr. Kingsley to the community and welcomed Dr. Kingsley and his family and expressed excitement for the future.

- 5. Recommendation to approve the overfill of the District Health Officer (DHO) position not to exceed 8 weeks, at an approximate cost of \$50,225. Temporarily allowing both the retiring and new DHO appointment to occupy position 70000173 for up to 8 weeks to accommodate cross training and allow the retiring DHO to provide support to the new DHO as needed while utilizing accrued leave time. Approve both the current and new District Health Officer to be eligible for any Cost of Living and Benefits adjustments as approved by the Board of County Commissioners for unclassified management positions in 2024.**

Staff Representative: Erin Dixon

Chair Dahir read the item into the record and asked if there were questions from the Board.

**Michael D. Brown moved to approve the overfill of the District Health Officer position not to exceed 8 weeks. Dr. Novak seconded the motion, which was approved unanimously.**

- 6. Public Comment.**

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

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

- 7. Board Comment.**

Chair Dahir noted that his ultimate goal was to help the current Health Officer end well and facilitate the transitioning process. He noted he would keep the Board updated.

Dr. Novak expressed appreciation for the recruitment agency as well as Ms. Dixon and staff for the interview process.

Chair Dahir echoed Dr. Novak's sentiments regarding the work of staff and noted this was a NNPH hiring.

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

## **Adjournment.**

**Chair Dahir adjourned the meeting at 9:47 a.m.**

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**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.