

**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, March 28, 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 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**

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

**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. Christabell Sotelo-Zecena, Epidemiologist, 5 years, 3/4/19-EPHP
    - ii. Dawn Edwards, Admin. Asst I, 5 years, 3/11/19-CCHS
    - iii. Steven Fisher, Bus. Technologist II, 20 years, 3/22/04-AHS
  - NEW HIRES
    - i. Josh Foster, Environmental Health Specialist Trainee, 3/11/24-EHS

- ii. Hallie Plato, Environmental Health Specialist Trainee, 3/25/24-EHS

PROMOTIONS

- i. Olivia Alexander-Leeder, promoted to Sr. Environmental Health Specialist effective 3/11/24-EHS

HEALTH HEROES

- i. Liliana Wilbert - EPHP
- ii. Jordyn Marchi - EPHP

**Honorable Mentions**

- i. Ana Gonzalez - CCHS
- ii. Leah Gardner - CCHS
- iii. Kelsey Zaskie - EPHP

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

- A.** Proclamation - National Public Health Week.  
Staff Representative: Scott Oxarart

**Attachments:**     [DBOH 3-28-2024-public-health-week](#)

- 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](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.

**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.

**Attachments:**     [02-22-2024 DBOH minutes](#)

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

- i.** Approve the Grant Agreement from the U.S. Environmental Protection Agency (EPA) providing partial funding in the amount of \$300,000 retroactive to October 1, 2023 through September 30, 2024 for the Air Quality Management, EPA Air Pollution Control Program, IO# 12275 and

authorize the District Health Officer to execute the Agreement and any future amendments. (FOR POSSIBLE ACTION)

Staff Representatives: Francisco Vega and Kristen Palmer

**Attachments:** [DBOH 3-28-24 - AQM - EPA Air Pollution Control Grant](#)  
[Grant Agreement - EPA A-00905424-0](#)

- ii. Approve the Notice of Subaward from the State of Nevada Department of Health and Human Services, Division of Public and Behavioral Health upon approval through December 31, 2024 in the total amount of \$214,665.00 (no match required), in support of the Community Clinical Health Services (CCHS) Immunization Bridge Program and authorize the District Health Officer to execute the Subaward and any future amendments. (FOR POSSIBLE ACTION)

Staff Representative: Lisa Lottritz and Irene Dominguez

**Attachments:** [DBOH 3-28-2024 - CCHS - Immunization Bridge Program](#)  
[Notice of Subaward SG-2024-00282](#)

**C. Recommendation for the Board to Uphold Uncontested Citations. (FOR POSSIBLE ACTION)**

Staff Representative: Francisco Vega

- i. Recommendation for the Board to uphold an uncontested citation issued to Montreux Golf and Country Club, Inc., Case No. 1466, Notice of Violation No. AQMV24-0007 with a \$500.00 penalty for failing to comply with permit requirements associated with Permit to Operate No. AAIR17-0035. (FOR POSSIBLE ACTION)

**Attachments:** [DBOH - 3-28-2024-Case No. 1466 NOV No. AQMV24-0007 SR](#)  
[DBOH - 3-28-2024-Case No. 1466 NOV No. AQMV24-0007 Docs](#)

- ii. Recommendation for the Board to uphold an uncontested citation issued to Sand Harbor State Park, Case No. 1470, Notice of Violation No. AQMV24-0005 with a \$500.00 penalty for failing to comply with permit requirements associated with Permit to Operate No. AAIR16-0745. (FOR POSSIBLE ACTION)

**Attachments:** [DBOH - 3-28-2024-Case No. 1470 NOV No. AQMV24-0005 SR](#)  
[DBOH - 3-28-2024-Case No. 1470 NOV No. AQMV24-0005 Sup Docs](#)

- iii. Recommendation for the Board to uphold an uncontested citation issued to EAN Holdings, LLC, Case No. 1473, Notice of Violation No. AQMV24-0006 with a \$500.00 penalty for failing to comply with permit requirements associated with Permit to Operate No. AAIR16-0205. (FOR POSSIBLE ACTION)

**Attachments:** [DBOH - 3-28-2024- Case No. 1473 NOV No. AQMV24-0006 SR](#)  
[DBOH - 3-28-2024-Case No. 1473 NOV No. AQMV24-0006 Sup Docs](#)

- iv. Recommendation for the Board to uphold an uncontested citation issued to Stevenson Holdings, LLC, Case No. 1474, Notice of Violation No. AQMV24-0008 with a \$500.00 penalty for failing to obtain a Dust Control Permit. (FOR POSSIBLE ACTION)

**Attachments:** [DBOH - 3-28-2024-Case No. 1474 NOV No. AQMV24-0008 SR](#)  
[DBOH - 3-28-2024-Case No. 1474 NOV No. AQMV24-0008 Sup Docs](#)

- v. Recommendation for the Board to uphold an uncontested citation issued to Boomtown Casino and Hotel Reno, Case No. 1475, Notice of Violation No. AQMV23-0021 with a \$500.00 penalty for failing to utilize the installed gasoline vapor control system when unloading gasoline into an underground storage tank. (FOR POSSIBLE ACTION)

**Attachments:** [DBOH - 3-28-2024-Case No. 1475 NOV No. AQMV23-0021 SR](#)  
[DBOH - 3-28-2024-Case No. 1475 NOV No. AQMV23-0021 Sup Docs](#)

- vi. Recommendation for the Board to uphold an uncontested citation issued to Jim Menesini Petroleum, Case No. 1476, Notice of Violation No. AQMV24-0001 with a \$500.00 penalty for failing to utilize the installed gasoline vapor control system when unloading gasoline into an underground storage tank. (FOR POSSIBLE ACTION)

**Attachments:** [DBOH - 3-28-2024-Case No. 1476 NOV No. AQMV24-0001 SR](#)  
[DBOH - 3-28-2024-Case No. 1476 NOV No. AQMV24-0001 Sup Docs](#)

- D. Acceptance of the 2023 Annual Report to the Truckee Meadows Regional Planning Agency by Northern Nevada Public Health as the Solid Waste Management Authority. (FOR POSSIBLE ACTION)

Staff Representative: David Kelly

**Attachments:** [DBOH 3-28-2024 - EHS TMRPA Annual Staff Report](#)  
[DBOH 3-28-2024 EHS TMRP Annual Report 2022](#)  
[TMRPA - 3-2024](#)

- E. Acceptance of the 2023 Annual Report to the Truckee Meadows Regional Planning Agency by Northern Nevada Public Health as the Air Quality Management Authority. (FOR POSSIBLE ACTION)

Staff Representative: Francisco Vega

**Attachments:** [DBOH 3-28-2024 - AQM TMRPA 2023 Annual Report Staff Report](#)  
[AQM TMRPA 2023 Annual Report](#)

- F. Approve the donation of \$5,000 from Anthem Blue Cross and Blue Shield for the purchase of Safe Sleep Survival Kits. (FOR POSSIBLE ACTION)

Staff Representative: Irene Dominguez

**Attachments:** [DBOH 03-28-24 - CCHS - BCBS Donation \(\\$5,000.00\)](#)

- G.** Acknowledge receipt of the Health Fund Financial Review for February, Fiscal Year 2024. (FOR POSSIBLE ACTION)

Staff Representative: Jack Zenteno

**Attachments:** [DBOH 3-28-24 - AHS - February Financials](#)  
[Health District Fund Summary Report - February 2024](#)

**- End of Consent -**

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

- A.** Recommendation to accept the REMSA Health Monthly Franchise Report for February 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 3-28-2024 - REMSA Health Monthly Franchise Report](#)  
[REMSA Health Monthly Franchise Report –February 2024](#)

- B.** Presentation, discussion, and possible approval of the Regional Emergency Medical Services Authority (REMSA) Health Franchise Compliance Report for the period of 7/1/2022 through 6/30/2023 (FY23). (FOR POSSIBLE ACTION)

Presented by: Andrea Esp

**Attachments:** [DBOH - 3-28-2024 - REMSA Health Franchise Compliance Staff Report](#)  
[DBOH – 3-28-2024 – REMSA Health Franchise Compliance Report FY23](#)  
[DBOH - 3-28-2024 - REMSA Health Franchise Compliance Checklist](#)  
[FY23](#)

9. Discussion and possible action to consider the following applicants: Kingsley, Chad, Nanyonjo, Rebecca, and Phinney, Cody for the NNPH District Health Officer position pursuant to NRS 439.400 including interview of candidates, selection of the new NNPH District Health Officer and possibly designating a second choice, and possible authorization to the Chair and direction to staff regarding the negotiation of an employment contract. (FOR POSSIBLE ACTION)

**Attachments:** [DBOH 3-28-2024 - DHO Finalist Interviews Staff Report](#)  
[NNPH-DHO-Brochure-FINAL](#)  
[DHO Job Specs](#)  
[Kingsley Packet](#)  
[Nanyonjo Packet](#)  
[Phinney Packet](#)  
[Employment Agreement - Kevin Dick \(2020\)](#)  
[Amendment to Employment Agreement - Kevin Dick](#)

**10. Staff Report and Program Updates.**

- A. Air Quality Management** - EPA Publishes Final PM NAAQS Reconsideration Rule, Federal Funding Cut for State and Local Air Agencies, January 2024 EPA Small Business Newsletter, January 2024 EPA Small Business Newsletter, Divisional Update, Program Reports, Monitoring and Planning, Permitting and Compliance.  
Staff Representative: Francisco Vega

**Attachments:** [DBOH 3-28-2024 AQMD Division Director Staff Report](#)

- B. Community and Clinical Health Services** - World TB 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 03-28-2024 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 03-28-2024 - EHS Division Report](#)  
[2021 NEARS Summary Report WCNV](#)

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

Staff Representative: Dr. Nancy Diao

**Attachments:** [DBOH 03-28-2024 - EPHP-Division Report](#)

- E. District Health Officer Report** - Northern Nevada Public Health Communications Update, Employee Appreciation Day, Reaccreditation, Quality Improvement, Community Health Improvement Plan, Jump Start Plan, Translations, Budget, and Public Communications and Outreach.

Staff Representative: Kevin Dick

**Attachments:** [DBOH 3-28-24 ODHO Staff Report](#)  
[February-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.