

## 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, May 23, 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 1:13 p.m.  
The following members and staff were present:

Members present: Kristopher Dahir  
Mariluz Garcia (arrived at 1:28 p.m.)  
Dr. Danko (via zoom)  
Michael D. Brown  
Dr. John Novak (via zoom)  
Dr. John Klacking (via zoom)

Members absent: Devon Reese

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

Staff present: Chad Kingsley, MD MBA, District Health Officer  
Latricia Lord  
Erin Dixon  
Francisco Vega  
Erin Dixon  
Robert Fyda  
Lisa Lottritz  
Dr. Nancy Diao

### 2. Pledge of Allegiance.

Kevin Dick led the pledge to the flag.

### 3. Approval of Agenda.

May 23, 2024

**Michael D. Brown moved to approve the agenda for the April 25, 2024, District Board of Health regular meeting. Dr. Novak seconded the motion, which was approved unanimously.**

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

##### Years of Service

- i. Dave Kelly, EHS Supervisor, 20 years – EHS
- ii. Tasha Pascal, Sr. Public Health Nurse, 5 years – CCHS

Dr. Kingsley began by recognizing Mr. Kelly and Ms. Pascal for their years of service and expressed appreciation for their service.

##### New Hires

- i. Chad Kingsley, District Health Officer, 5/13/24 – ODHO

Dr. Kingsley introduced himself to the Board as the new Health Officer.

##### Promotions

- i. Dasie Rodriguez, promoted from Public Health Investigator I to Public Health Investigator II effective 4/25/24 – CCHS
- ii. Matthew Simpson, promoted from EHS Trainee to EHS Specialist effective 5/9/24 – EHS

Dr. Kingsley acknowledged and congratulated Ms. Rodriguez and Mr. Simpson on their promotions.

##### Transfers

- i. Virginia McDonald, transferred as an Office Specialist to AHS from EHS effective 5/6/24 – EHS

Dr. Kingsley noted the transfer of Ms. McDonald from EHS to AHS.

##### Resignations

- i. Kelly Parsons, Office Asst., resigned effective 4/27/24 – AQM

Dr. Kingsley thanked Ms. Parson for her service to the Health District.

##### Health Heroes

- |                                 |                           |
|---------------------------------|---------------------------|
| i. Wes Rubio – EHS              | vi. Kelsey Zaski – EPHP   |
| ii. Jordyn Marchi – EPHP        | vii. Sarah Smith – EPHP   |
| iii. Stephen Shipman – EPHP     | viii. April Miller – EPHP |
| iv. Raquel Depuy-Grafton – EPHP | ix. Megan Rennie – EPHP   |
| v. Anastaisa Gunawan – EPHP     |                           |

##### **Honorable Mentions**

- i. Kaleigh Behrendt – CCHS

Dr. Kingsley acknowledged Mr. Rubio, Ms. Marchi, Mr. Shipman, Ms. Grafton, Ms. Gunawan, Ms. Zaski, Ms. Smith, Ms. Miller and Ms. Rennie for their Health Hero nomination. Dr. Kingsley noted the values that staff were recognized for and thanked them for their work. Additionally, he noted Ms. Behrendt's honorable mentions.

##### Special Recognitions

- i. Kevin Dick – Celebrating 13+ years of Service to Northern Nevada Public Health Presented by: Kristopher Dahir, Chair

Chair Dahir presented Mr. Dick with a gift and invited Mr. Dick to address those present.

Mr. Dick thanked staff and the Board for their support and expressed he had a wonderful experience working with everyone.

Michael D. Brown expressed his gratitude for Mr. Dick's leadership.

Dr. Klacking thanked Mr. Dick for his work.

Chair Dahir commended Mr. Dick for a fantastic job and highlighted that he has ended well. He added appreciation for his friendship and work.

**Ms. Valdespin noted Commissioner Garcia's arrival at 1:28 p.m.**

**5. Public Comment.**

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

At the call for public comment, Ms. Molly Rose Lewis from Senator Rosen's Office, introduced herself to the Board and congratulated staff on their recognition and welcomed Dr. Kingsley. Additionally, she thanked Mr. Dick for all his hard work especially during the pandemic. She made herself available to help with special grant issues at the federal level.

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

**6. 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. April 11, 2024 – Special DBOH minutes.
- ii. April 25, 2024.

**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 in the total amount of \$169,763.00 (no cash match) retroactive to July 1, 2023 through June 30, 2024, in support of the Centers for Disease Control and Prevention (CDC) Epidemiology and Laboratory Capacity Program; the funds will be used to complete epidemiological surveillance and investigation activities in Washoe County and authorize the District Health Officer to execute the Notice of Subaward and any future amendments.  
Staff Representative: Heather Kerwin and Kristen Palmer

**C. Recommendation for the Board to Uphold Cases Not Contested to the Air Pollution control Hearing Board.**

Staff Representative: Francisco Vega

- i. Recommendation for the Board to uphold an uncontested citation issued to Metcalf Builders, Inc., Case No. 1483, Notice of Violation No. AQMV24-0009 with a \$500.00 penalty for failing to obtain a Dust Control Permit.
- ii. Recommendation for the Board to uphold an uncontested citation issued to Montane Building Group, Case No. 1484, Notice of Violation No. AQMV24-0010 with a \$500.00 penalty for failing to obtain a Dust Control Permit.
- iii. Recommendation for the Board to uphold an uncontested citation issued to Ochoa Development Corporation, Case No. 1487, Notice of Violation No. AQMV24-0011 with a \$500.00 penalty for failing to obtain a Dust Control Permit.

- iv. Recommendation for the Board to uphold an uncontested citation issued to Record Steel & Construction, Inc., Case No. 1488, Notice of Violation No. AQMV24-0012 with a \$500.00 penalty for failing to obtain a Dust Control Permit.
- v. Recommendation for the Board to uphold an uncontested citation issued to QK LLC, Case No. 1490, Notice of Violation No. AQMV24-0014 with a \$500.00 penalty for failing to obtain a Dust Control Permit.
- vi. Recommendation for the Board to uphold an uncontested citation issued to STC Ventures, LLC, Case No. 1491, Notice of Violation No. AQMV24-0015 with a \$500.00 penalty for failing to control fugitive dust from construction activities.
- vii. Recommendation for the Board to uphold an uncontested citation issued to Mountain West Builders, Case No. 1497, Notice of Violation No. AQMV24-0013 with a \$500.00 penalty for failing to obtain a Dust Control Permit.
- viii. Recommendation for the Board to uphold an uncontested citation issued to Olaf Anderson Construction, Inc., Case No. 1501, Notice of Violation No. AQMV24-0017 with a \$1,000.00 penalty for failing to control fugitive dust from construction activities.

D. FY24 Q3 Strategic Plan Results.

Staff Representative: Rayon LaVoie

E. Acknowledge receipt of the Health Fund Financial Review for April, Fiscal Year 2024.

Staff Representative: Jack Zenteno

**Michael D. Brown moved to approve the consent agenda. Commissioner Garcia seconded the motion which was approved unanimously.**

**7. Regional Emergency Medical Services Authority.**

**A. Recommendation to accept the REMSA Health Monthly Franchise Report for April 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.**

Presented by: Barry Duplantis

Adam Heinz, Chief Operating Officer in representation of Barry Duplantis, REMSA Health CEO and President, opened this item by thanking Mr. Dick on behalf of REMSA Health for his leadership and everything else that he had done for REMSA Health. He continued by highlighting that REMSA Health continues to exceed franchise response compliance for Priority 1 calls in all the zones.

Mr. Heinz reported that in April 2024 REMSA Health responded to over 7,900 Priority 1 calls in the community, which represented a busy month and noted that REMSA Health anticipated May to be the same. He noted their average response time was 5 minutes and 46 seconds.

Mr. Heinz reported that they worked with their EMS Oversight team to review their response zone map to ensure that EMS coverage in the community continues to evolve as the region grows. The finding of this work will be coming to the Board in the near future.

Mr. Heinz concluded by noting that it was EMS week and stated they are proud of the work that the men and women do at REMSA Health and thanked all those that attended the annual awards event.

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

Chair Dahir commended REMSA Health for the EMS Week celebration.

**Commissioner Garcia moved to approve the REMSA Health Monthly Franchise Report for April 2024. Michael D. Brown seconded the motion which was approved unanimously.**

- 8. Recommendation to uphold the decision of the Sewage, Wastewater & Sanitation (SWS) Hearing Board to approve Variance Case #H24-0001VARI of the Northern Nevada Public Health (NNPH) Regulations Governing Sewage, Wastewater, and Sanitation for Lacey Rulli and Robert van Looy, owners of 460 Nicole Drive, Washoe County, Nevada, Assessor's Parcel Number 089-561-12.**

Staff Representative: David Kelly and Latricia Lord

Latricia Lord, Sr. Environmental Health Specialist began the presentation by providing background information on the SWS Variance Case including hardship and quotes that ranged from \$78,000 to \$85,000 to connect to municipal sewer.

**Dr. Novak moved to uphold the decision of the Sewage, Wastewater & Sanitation (SWS) Hearing Board to approve Variance Case #H24-0001VARI. Michael D. Brown seconded the motion which was approved unanimously.**

- 9. Approve and Adopt the Proposed Northern Nevada Public Health Employee Policy Manual Updates for Wellness, Health Insurance Portability and Accountability Act (HIPAA) Confidentiality and Security Protocols, Refunds, and Relationships in the Workplace.**

Staff Representative: Jack Zenteno

Erin Dixon, Deputy District Health Officer on behalf of Mr. Zenteno open the item by providing a background of the recently approved policies ergo the refund policy that was approved on July 28, 2022 and the Relationships in the Workplace that was approved February 2024. She stated these policies had not been added to the policy manual inadvertently. She concluded by sharing that both the Wellness and HIPAA policies would also be added as part of the request for this item.

Chair Dahir expressed appreciation for the Wellness Policy.

**Commissioner Garcia moved to adopt the proposed update to the Employee Policy Manual. Dr. Novak seconded the motion which was approved unanimously.**

- 10. Staff Reports and Program Updates.**

**A. Air Quality Management** – American Lung Association Releases its 2024 Report, Governors Ask EPA to “Pause” Implementation of New PM2.5 NAAQS, Twenty-Three States Petition EPA to Revise Civil Rights Policy, March 2024 EPA Small Business Newsletter, Divisional Update, Program Reports, Monitoring and Planning, Permitting and Compliance.

Staff Representative: Francisco Vega

Mr. Vega, AQM Division Director, appeared in front of the Board and provided a highlight on the release of the 2024 American Lung Association Report and reported the data dates back to 2020-2022. In addition, Mr. Vega shared that Washoe County ranked 19 worst for high ozone days out of 228 metropolitan areas, 6 for worst 24-hour particle pollution of 223 metropolitan areas, and 18 worst for annual particle pollution out of 204 metropolitan

areas. He affirmed that these reports were not a reflection of the organization, as those results were influenced by the impacts of wildfires with 3-4 days being impacted by local sources.

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

Chair Dahir asked if NNPH was in attainment and asked that the information be shared with everyone.

Mr. Vega reiterated that the calculation methodology that was used by the American Lung Association is different from the EPA.

**B. Community and Clinical Health Services** – National Adolescent Health Month; 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, CCHS Division Director, opened her item by highlighting that May was Adolescent Health Month and shared that their team partnered with Planned Parenthood to link families and teens. She added that they were hoping to include bilingual participants in future classes during the fall/winter.

Ms. Lottritz reported that the Bridge Access program would be ending in August 2024 when the doses of the current COVID vaccines expire, which has led her division to explore ways to purchase the vaccine to ensure that uninsured clients have access to the vaccine.

Ms. Lottritz concluded by reporting on the most recent Family Health Festival and expressed gratitude for Dr. Kingsley's attendance.

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

Dr. Kingsley said it was great to see the participation at the Family Health Festival with the many community partners. He also commended the community and CCHS for their wonderful work.

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

Staff Representative: Robert Fyda

Mr. Fyda, EHS Division Director, opened his item by highlighting that they had their first helicopter treatment on May 16 and have been preparing the drone work as well. He continued to report on the Rosemount Water Company and stated that staff have continued to review and process missing 2023 water quality monitoring requirements and issued approximately 26 different violations with 22 of which went to Rosemount Water Company.

Mr. Fyda concluded by highlighting a virtual presentation to NEHA from the Food Safety Program on Retail Program Standards Symposium.

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

Dr. Kingsley reported that the use of the drone and its purpose had been publicized in the NNPH's media. He also added that he had participated in his first ride-along with EHS and commended staff for their professionalism and the relationships they have with the community partners and businesses.

Chair Dahir asked about what was being done with vendors to prepare them for upcoming events.

Mr. Fyda asserted that the Food Team held a townhall that was designed to communicate changes in the permitting and highlight mistakes that are found during inspections.

Chair Dahir reiterated the need to have continued communication with the community.

**D. Epidemiology and Public Health Preparedness - Epidemiology, Public Health Preparedness, Emergency Medical Services, Vital Statistics. 43:44**  
Staff Representative: Dr. Nancy Diao

Dr. Diao, EPHP Division Director, began her presentation by providing highlights on the preparedness area and stated NNPH held a full-scale MCI Exercise that focused on the self-transport component and surge of the emergency departments. She reiterated that these exercises help improve community preparedness and response coordination.

Dr. Diao reported that the 2023-24 influenza season is over as of May 18 and elaborated on some of the statistics surrounding influenza and reported the Flu A was dominant until the spring of 2024 when Flu B began to dominate.

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

Chair Dair asked about COVID amongst senior and senior homes.

Dr. Diao stated they would continue monitoring.

**E. District Health Officer Report - New District Health Officer, Northern Nevada Public Health Communications Update, Accreditation, Quality Improvement, Workforce Development, Community Health Improvement Program, Equity Projects/collaborations, Community Events, and Public Communications and Outreach.**  
Staff Representative: Chad Kingsley, MD MBA

Dr. Kingsley, Health Officer, began his presentation by sharing his experience with transitioning into NNPH. He continued to elaborate on the communication efforts for April including social media posts and press releases regarding National Public Health Week, prescription take back day, and Biketopia.

Dr. Kingsley summarized the efforts placed on accreditation, quality improvements, workforce development, CHIP, Equity Projects/Collaborations, and Community Events. Dr. Kingsley added details on the Quality Improvement Committee, Aca Entre Nos, and some of the events attended by staff including the Asian Community Development Council, COVID Outreach team, and the Older American's Fair.

Dr. Kingsley concluded by sharing updates on his move to the area.

Chair Dahir opined that Dr. Kingsley 'hit the road running' and commended staff for helping with the transition process.



## 11. Board Comment.

Chair Dahir open Board Comment period.

Having no Board Comment he closed the board comment session.

## Adjournment.

**Chair Dahir adjourned the meeting at 2:08 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.