

**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, January 25, 2024**

**1:00 p.m.**

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

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This meeting will also be accessible via ZOOM.

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

1. Roll Call and Determination of Quorum.
2. Pledge of Allegiance.
3. Approval of Agenda. (FOR POSSIBLE ACTION)
4. Recognitions.
  - YEARS OF SERVICE
    - i. Elena Varganova, Statistician, 10 years-EPHP
    - ii. Joelle Gutman Dodson, Government Affairs Liaison, 5 years-ODHO
  - 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-EHS

**RESIGNATIONS**

- i. Carina Suazo, Health Educator II, resigned 12/9/23-CCHS
- ii. Michael Touhey, Sr. EHS Specialist, resign 01/26/24-EHS
- iii. Ellen Messinger-Patton, EHS Specialist, resign 2/2/24-EHS

**PROMOTIONS**

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

**HEALTH HEROES**

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

**Honorable Mentions**

- i. Christabell Sotelo-EPHP
- ii. Rachel Cord - AHS
- ii. Vicky Ahrens - AHS

**SPECIAL RECOGNITION**

- i. Dianna Karlicek  
Northern Nevada Public Health  
Adopt-a-Family Campaign Organizer
- ii. REMSA Health Clinical Excellence Recognition of Crews and First Response Partners  
Presented by: Adams Heinz, REMSA Health COO  
Scott Norman, Clinical Standards and Practices Director

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 Development, School of Public Health  
Sara Perez, Scholarship Recipient

**Attachments:** [DBOH 01-25-24 - UNR SPH Highlight](#)

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:** [12-14-2023 DBOH minutes](#)

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

**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. (FOR POSSIBLE ACTION)

Staff Representative: Irene Dominguez

**Attachments:** [DBOH 1-25-2024 - CCHS \(WIC\) - NOSA SG-2024-00030](#)  
[Notice of Subaward-SG-2024-00030 \(ROCs\)](#)

**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. (FOR POSSIBLE ACTION)

Staff Representative: Irene Dominguez

**Attachments:** [Staff Report-FY24 TB grant DBOH 01-25-2024](#)  
[SG 26902 NNPH \(12.31.2024\) Approval needed](#)

**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. (FOR POSSIBLE ACTION)

Staff Representative: Kevin Dick

**Attachments:** [DBOH 1-25-2024 - DBOH - NOVAK TRAVEL](#)  
[NALBOH Midwinter Meeting Estimate 2-25-24](#)  
[NALBO Annual Estimate 8-11-24](#)  
[NACCHO 360 Estimate 7-22-2024](#)

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

Staff Representative: Jack Zenteno

**Attachments:** [DBOH 1-25-24 - AHS - December Financials](#)  
[Health District Fund Summary Report - December 2023](#)

**End of Consent Items**

**8. Regional Emergency and 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. (FOR POSSIBLE ACTION)

Presented by: Barry Duplantis

**Attachments:** [DBOH - 1-25-2024 - REMSA Health Monthly Franchise Report](#)  
[DBOH – 1-25-2024 - REMSA Health Franchise Report –11-2023](#)  
[DBOH - 1-25-2024 - REMSA Health Franchise Report - 12/2023](#)

- B. Presentation and discussion of REMSA Health's Fiscal Year 2023 Audited Financial Statements. Presented by: Barry Duplantis and Shirley Roberts

**Attachments:** [DBOH - 1-25-2024 - Financial Statement 2023](#)  
[DBOH - 1-25-2024- Audit Letter](#)  
[DBOH - 1-25-2024 - Consolidated Financial Statements 2023](#)

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. (FOR POSSIBLE ACTION)

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

**Attachments:** [DBOH 1-25-2024 - AQM and EHS - Proposed Fee Schedules](#)  
[AQM - Proposed Fee Table](#)  
[EHS - Proposed Fee Table](#)

10. Presentation, discussion and possible adoption of revised Bylaws, and Rules, Policies and Procedures, to include revisions as deemed appropriate by the Board. (FOR POSSIBLE ACTION)  
Staff Representative: Kevin Dick

**Attachments:** [DBOH 01-25-24 - RPP Revisions - SR](#)  
[Proposed Bylaw revision](#)  
[Proposed Bylaws - redline](#)  
[Proposed RPPs revision](#)  
[Proposed RPPs - redline](#)

11. Presentation and Discussion of NNPH Succession Planning Efforts.  
Staff Representative: Erin Dixon

**Attachments:** [NNPH Board Retreat Fall Succession Planning Slides](#)

12. Progress Update on the District Health Officer National Search.  
Presented by: Kristopher Dahir, NNPH Board Chair

13. **Staff Report 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

**Attachments:** [DBOH 1-25-2024 AQMD Division Director Staff Report](#)

- 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

**Attachments:** [DBOH 01-25-2024 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 1-25-2024 - 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 01-25-2024 - EPHP-Division Report](#)

- 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

**Attachments:** [DBOH 1-25-24 ODHO Staff Report](#)  
[2023-Dec-Media-Mentions](#)

14. 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. (FOR POSSIBLE ACTION)**

**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.