

**District Board of Health  
Meeting Notice and Agenda**

**Members**

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

**Thursday, October 24, 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.

**[TMP-7798](#)**

**(Please be sure to keep your devices on mute and do not place the meeting on hold)**

**1:00 p.m.**

1. Roll Call and Determination of Quorum.
2. Pledge of Allegiance.

3. Approval of Agenda. (FOR POSSIBLE ACTION)

4. Recognitions.

[TMP-9201](#)

INTRODUCTION

i. Steve Driscoll, District Board of Health Member, Non-elected City of Sparks Appointee

NEW HIRES

i. Milagros Carreno Olivera (Millie) - Senior Office Specialist - EHS - (10/21/24)

YEARS OF SERVICE

i. Danika Williams - Epidemiologist - EPHP - 5 years (10/14/19)

ii. Jessie Latchaw - Environmental Health Specialist - EHS - 5 years (10/28/19)

iii. Francisco Vega - AQM Division Director - AQM - 5 years (10/28/19)

RESIGNATIONS

i. Sara Smith - Emergency Medical Services Coordinator - EPHP - Resigned effective 10/11/24

HEALTH HEROES

i. Maria Magana - CCHS                      iv. Liliana Wilbert - EPHP

ii. Yeraldin Deavila - ODHO                v. Jordyn Marchi - EPHP

iii. Irene Dominguez - AHS                vi. Jim English - EHS

5. Proclamations. (FOR POSSIBLE ACTION)

5.A. Proclaim the week of November 18, 2024 as Crash Responder Safety Week. (FOR POSSIBLE ACTION)

[TMP-9194](#)

Presented by: Andrea Esp

**Attachments:**     [Crash Responder Safety Week](#)

6. Public Comment.

[TMP-6230](#)

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 [jlawson@nnph.org](mailto:jlawson@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)**

7.A. Approval of Draft Minutes. (FOR POSSIBLE ACTION)

[TMP-9102](#)

**Attachments:** [09-26-2024 DBOH minutes](#)

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

[TMP-6231](#)

7.B.1. Approve the Notice of Subaward from the State of Nevada Department of Health and Human Services, Division of Public Health and Behavioral Health for the period retroactive to August 1, 2024 through May 31, 2025 in the total amount of \$313,988 (no match required) in support of the Northern Nevada Public Health HIV Prevention Program and authorize the District Health Officer to execute the Subaward and any future amendments.(FOR POSSIBLE ACTION)

[TMP-9162](#)

Staff Representative: Lisa Lottritz & Anne Stoll-Truelock

**Attachments:** [DBOH 10-24-2024 HIV Prevention Program FY25 9.19.24 - Notice of Subaward-SG-2025-00658](#)

- 7.B.2.** Approve the Professional Services Agreement with Make the Road Nevada in the amount of \$100,000 from December 1, 2024, through December 31, 2025 to support Northern Nevada Public Health (NNPH) in carrying out its goal to enhance street food vendor operations and promote public health in our community; and authorize the District Health Officer to execute the agreement and any future amendments. (FOR POSSIBLE ACTION)  
Staff Representative: Robert Fyda [TMP-9037](#)
- Attachments:** [DBOH 10-24-2024 - EHS - Make the Road Professional Service Agreement - Make the Road - signed by vendor](#)  
[Sole Source Purchasing Request - Grant](#)
- 7.B.3.** Approve a Grant Award and Agreement from the Nevada Clinical Services, Inc. retroactive to July 1, 2024 through June 30, 2025 in the total amount of \$118,800.00 (no required match) in support of the Community and Clinical Health Services Division (CCHS) Tobacco Prevention & Control Program and authorize the District Health Officer to execute the Grant Award and any future amendments. (FOR POSSIBLE ACTION)  
Staff Representative-Irene Dominguez & Lisa Lottritz [TMP-9231](#)
- Attachments:** [DBOH 10-24-24 FY25 NCS Tobacco Prevention & Control \(NCS\) Third Amendment to Grant Agrmt w Northern Nevada Public Health fka Washoe County HD \(162712\) 07.01.2023 - 06.30.2025](#)
- 7.B.4.** Acknowledge receipt of the Health Fund Financial Review for September, Fiscal Year 2025. (FOR POSSIBLE ACTION)  
Staff Representative: Jack Zenteno [TMP-9191](#)
- Attachments:** [DBOH 10-24-24 - AHS - September Financials Health District Fund Summary Report - September 2024](#)
- 8.** **Recommendation for the Board to Uphold Cases Not Contested to the Air Pollution control Hearing Board. (FOR POSSIBLE ACTION)** [TMP-6563](#)  
Staff Representative: Francisco Vega

- 8.A.** Recommendation for the Board to uphold an uncontested citation issued to Lennar Reno, LLC, Case No. 1521, Notice of Violation No. AQMV24-00023 with a \$500.00 penalty for failing to control fugitive dust from construction activities. (FOR POSSIBLE ACTION) [TMP-9184](#)

**Attachments:** [DBOH 10-24-2024 - AQMD - Case No. 1521 Staff Report](#)  
[AQMD - Case No. 1521 NOV No. AQMV24-00023 \(Supporting Documentation\)](#)

- 8.B.** Recommendation for the Board to uphold an uncontested citation issued to Toll North Reno, LLC, Case No. 1523, Notice of Violation No. AQMV24-00024 with a \$500.00 penalty for failing to control fugitive dust from construction activities. (FOR POSSIBLE ACTION) [TMP-9185](#)

**Attachments:** [DBOH 10-24-2024 AQMD - Case No. 1523 Staff Report](#)  
[AQMD - Case No. 1523 Supporting Doc](#)

- 9.** Approve the acceptance of four (4) Met One BAM-1020 particulate matter monitors totaling an estimated market value of [\$4,800] from Nevada Division of Environmental Protection to Northern Nevada Public Health, Air Quality Management Division to support air pollution monitoring activities in Washoe County's ambient air monitoring network. (FOR POSSIBLE ACTION) [TMP-9187](#)  
Staff Representative: Kristen Palmer/Craig Petersen

**Attachments:** [DBOH Staff Report AQMD Donation from NDEP 20241024](#)

#### **End of Consent Items.**

- 10. Presentation and update report for Hexagon Unified Computer Aided Dispatch and Records Management Suite Software Replacement Project.** [TMP-9028](#)  
Presented by: Cody Shadle, City of Reno Director of Public Safety Dispatch  
Staff Representative: Dr. Chad Kingsley
- 11. Regional Emergency Medical Services Authority.**

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

[TMP-9193](#)

**Attachments:** [DBOH - 10-24-2024 - REMSA Health Monthly Franchise Report](#)  
[DBOH - 10-24-2024 - REMSA Health Monthly Franchise Report - September 2024](#)

**11.B.** Discussion and possible approval of the operational review of the Amended Franchise Agreement for Ambulance Service during the tenth year of its term. (FOR POSSIBLE ACTION)  
Presented by: Andrea Esp

[TMP-9221](#)

**Attachments:** [DBOH - 10-24-2024 - Review of the Franchise in the Tenth Year](#)  
[DBOH - 10-24-2024 - REMSA Compliance Report Worksheet FY14](#)  
[DBOH - 10-24-2024 - REMSA Compliance Checklist FY15 Adopted by DBOH 6.25.2015](#)  
[DBOH - 10-24-2024 - REMSA Compliance Checklist FY16 Adopted by DBOH on 5.26.2016](#)  
[DBOH – 10-24-2024 - REMSA Compliance Checklist FY21 Adopted by DBOH 5.27.2021](#)  
[DBOH - 10-24-2024 - Exemption Criteria Letter Approved by DBOH Effective 7.1.2021](#)  
[DBOH – 10-24-2024 - Penalty Fund Total FY21 Approved by DHO](#)  
[DBOH - 10-24-2024 - REMSA Compliance Checklist Adopted by DBOH on 6.22.2023](#)

- 12.** Recommendation to uphold the decision of the Sewage, Wastewater & Sanitation (SWS) Hearing Board to approve Variance Case #H24-0003VARI of the Northern Nevada Public Health Regulations Governing Sewage, Wastewater, and Sanitation, allowing permitting and construction of a septic system located on a parcel within 200' of available municipal sewer for financial reasons, for Johnson and Chris Adeyanju, owners of 6203 Hidden Highlands Drive, Reno, Nevada, Assessor's Parcel Number 021-270-18. (FOR POSSIBLE ACTION)  
Staff Representative: David Kelly

[TMP-9016](#)

**Attachments:** [DBOH 10-25-2024 - EHS - Hidden Highlands Variance 10-3-2024 sws draft minutes](#)  
[10032024 BOARD PACKET REVISED Redacted](#)

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

- 13.A. Air Quality Management** - August 2024 EPA Small Business Newsletter, Divisional Update, Program Reports, Monitoring and Planning, Permitting and Compliance  
Staff Representative: Francisco Vega

[TMP-9182](#)

**Attachments:** [DBOH 10-24-24 AQMD Division Director Staff Report \(September 2024\).docx](#)

- 13.B. Community and Clinical Health Services** - Fetal Infant Mortality Review; Data & Metrics; Sexual Health (Outreach 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

[TMP-9199](#)

**Attachments:** [DBOH 10-24-2024 CCHS Director Staff Report](#)

- 13.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: Jim English and Robert Fyda

[TMP-9219](#)

**Attachments:** [DBOH 10-24-2024 - EHS - Divisional Report](#)

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

[TMP-9192](#)

**Attachments:** [DBOH 10-24-2024 - EPHP-Division Report](#)

- 13.E. District Health Officer Report**- 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: Dr. Chad Kingsley

[TMP-9032](#)

**Attachments:** [DBOH 10-24-2024 - ODHO Division Report](#)  
[2024-September-Media-Mentions](#)  
[Appearance Policy Final 09.17.24](#)

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.**

**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 [jlawson@nnph.org](mailto:jlawson@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. Jackie Lawson, Recording Secretary to the Board of Health is the person designated by the Board of Health to respond to requests for supporting materials. Ms. Lawson is located at the Northern Nevada Public Health and may be reached by telephone at (775) 328-2415 or by email at [jlawson@nnph.org](mailto:jlawson@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.