

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

**Members**

Devon Reese, Chair  
Clara Andriola, Vice Chair  
Paul Anderson  
Michael Brown  
Dr. Reka Danko, MD  
Steve Driscoll  
Dr. Eloy Ituarte, MD

**Thursday, April 24, 2025**

**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, PLEASE USE THE LINK BELOW

<https://washoecounty-gov.zoom.us/j/98998549419>

NOTE: This option will require a computer with audio capabilities if you wish to make Public Comment.

1:00 p.m.

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

3. Public Comment.

Action may not be taken on any matter raised during this public comment period unless 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 attending the meeting in person or via Zoom. Please log into the Zoom meeting via the above link and utilize the "Raise Hand" feature during any public comment period.

Other requests for public comment must be submitted to [jlawsen@nnph.org](mailto:jlawsen@nnph.org) no later than 4:00 p.m. on the day before the scheduled meeting. Reasonable efforts will be made to hear all public comment during the meeting.

4. Approval of Agenda. (FOR POSSIBLE ACTION)

5. Recognitions.

SPECIAL RECOGNITIONS

YEARS OF SERVICE

- i. Lisa Sheretz - Health Educator II - CCHS - 5 years 4/13/2020
- ii. Liliana Wilbert - Epidemiologist - EPHP - 5 years 4/27/2020

HEALTH HEROES

- i. Brendan Schnieder - AQM
- ii. Taylor Stokes - EHS

6. Proclamations.

6.A Recognize the week of May 5-9, 2025, as Washoe County Air Quality Awareness Week.

Staff Representative: Craig Petersen

**Attachments:** [Washoe County Air Quality Awareness Week](#)

6.B Recognize the week of May 18 - 24, 2025, as Emergency Medical Services Week with the theme "We Care. For Everyone."

Staff Representative: Jordyn Marchi

**Attachments:** [Emergency Medical Services Week](#)

End of Proclamations.

**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.**

**7.A** Possible approval of March 27, 2025, Draft Minutes. (FOR POSSIBLE ACTION)

**Attachments:** [03-27-2025 DBOH DRAFT minutes](#)

**7.B1** Approve the Notice of Award from the Department of Health and Human Services, for the project period retroactive to April 1, 2025 through March 31, 2026 with a fourth-year partial funding of \$189,319.00 for the approved budgeted amount \$436,000.00 (\$1,109,108.44 required match) in support of the Community and Clinical Health Services Division (CCHS) Title X Program and authorize the District Health Officer to execute the Subaward and any future amendments. (FOR POSSIBLE ACTION)

Staff Representative: Irene Dominguez

**Attachments:** [FY25-26 Title X Family Planning DBOH 4-24-2025 Notice of Award#1 \(3.31.25\)](#)

**7.B2** Approve the Agreement between Northern Nevada Public Health (NNPH) and Social Entrepreneurs, Inc. (SEI) to coordinate and manage the 2025-26 Washoe Region Sequential Intercept Model (SIM) strategic framework and initiatives implementation project for a total amount of \$150,000.00 for the period April 1, 2025 through June 30, 2026. (FOR POSSIBLE ACTION)

Staff Representative: Kristen Palmer and Rayona LaVoie

**Attachments:** [DBOH Staff Report SIM Contract SEI-PSA,SOW,&ExhibitB. 2.7.25 20250418163855.493 X](#)

**7.B3** Recommendation for the Board to approve the Interlocal Agreement between Northern Nevada Public Health (NNPH) and the Larson Institute to design and implement a comprehensive evaluation of the Healthy Corner Store (HCS) Program. (FOR POSSIBLE ACTION)

Staff Representative: Stephanie Chen

**Attachments:** [Staff Report ILA Larson Insitute ILA Larson Institute update](#)

**7.C1** Recommendation for the Board to uphold an uncontested citation issued to United Rentals (North America), Inc., Case No. 1551, Notice of Violation No. AQMV25-0009 with a \$500.00 penalty for failing to comply with permit requirements associated with Permit to Operate No. AAIR16-0060. (FOR POSSIBLE ACTION)

Staff Representative: Francisco Vega

**Attachments:** [DBOH 4-24-25 - AQMD - Case No. 1551 SR](#)  
[DBOH 4-24-25 - AQMD - Case No. 1551 \(Supp Docs\)](#)

**7.C2** Recommendation for the Board to uphold an uncontested citation issued to Q&D Construction, LLC, Case No. 1552, Notice of Violation No. AQMV25-0008 with a \$500.00 penalty for failing to obtain a Dust Control Permit prior to the commencement of a dust generating activity. (FOR POSSIBLE ACTION)

Staff Representative: Francisco Vega

**Attachments:** [DBOH - 04-24-2025 - AQMD - Case No. 1552 NOV No. AQMV25-0008 \(Staff Report\)](#)  
[DBOH - 04-24-2025 - AQMD - Case No. 1552 NOV No. AQMV25-0008 \(Supporting Documentation\)](#)

**7.D1** Approve the retroactive travel reimbursement for Devon Reese, a non-County employee, for FY25, February 24-26, 2025, travel to Washington, DC for NALBOH representation on Hill Day, in the amount of \$1767.10. (FOR POSSIBLE ACTION)

Staff Representative: Chad Kingsley

**Attachments:** [DBOH 02-24-2025 - DBOH - Retroactive Reese Travel Per Diem D Reese - 2.23.25 - Washington, DC](#)

**7.D2** Approve the authorization to travel and travel reimbursements for non-County employee, Dr. Eloy Ituarte, for FY26, July 15-18, 2025, travel to Anaheim, CA for the NACCHO 360 Conference in the approximate amount of \$2400.00. (FOR POSSIBLE ACTION)

Staff Representative: Chad Kingsley

**Attachments:** [DBOH 07-15-2025 - DBOH - Ituarte Travel Dr. Ituarte Permission to Travel NACCHO 360](#)

- 7.E** Acknowledge receipt of the Health Fund Financial Review for March, Fiscal Year 2025.  
(FOR POSSIBLE ACTION)  
Staff Representative: Jack Zenteno

**Attachments:** [DBOH 04-24-25 - AHS - March Financials](#)  
[ZS16 March 2025](#)

**End of Consent Items.**

- 8.A** Presentation and Recognition of Gear Hut for their GreenBiz Award in May 2023.  
Staff Representative: David Kelly

**Attachments:** [DBOH - April 2025 - Green Biz Presentation - Gear Hut](#)

- 8.B** Presentation of the 2025 Extra Mile Award to Northern Nevada Pride.  
Staff Representative: Zarmish Tariq

**Attachments:** [2025 EMA](#)

- 9.** Recommendation to accept the REMSA Health Monthly Franchise Reports for February and March 2025 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 - 4-24-2025 - REMSA Health Monthly Franchise Report](#)  
[DBOH - 4-24-2025 - REMSA Franchise Report February 2025](#)  
[DBOH - 4-24-2025 - REMSA Franchise Report March 2025](#)  
[DBOH - 4-24-2025 - REMSA Customer Comments February and March 2025](#)

10. Recommendation for the appointment to the Sewage Wastewater and Sanitation Hearing Board. Staff recommends the reappointments of Mr. John Adams, Mr. Kenneth Lund and Mr. Chad Carnes as members for three-year terms, and the initial appointment of Mr. Robert Sweeney as a member for a three-year term beginning on May 1, 2025 and concluding on April 30, 2028. (FOR POSSIBLE ACTION)

Staff Representative: Latricia Lord

**Attachments:** [DBOH 4-24-25- EHS- SWS Member Appointment Combined applications](#)  
[Adams Lund Carnes Sweeney Redacted](#)

11. Presentation and discussion regarding 2024 Washoe County Risk Factor Study.  
Staff Representative: Olivia Alexander-Leeder

**Attachments:** [RiskFactorStudy Presentation](#)  
[2024-NNPH-Risk-Factor-Study-Report](#)

12. Presentation, discussion and possible approval of suspension of wide area larviciding including helicopter services and chemical purchases for the purpose of mosquito control for the 2025 Season. (FOR POSSIBLE ACTION)

Staff Representative: Erin Dixon

**Attachments:** [2025.04.24 - Staff Report - Vector Suspension 2025](#)  
[DBOH 4-24-2025 Mosquito Abatement funding](#)

13. Discussion and direction to staff regarding legislative issues proposed by legislators, by Northern Nevada Public Health, or by other entities permitted by the Nevada State Legislature to submit bill draft requests, or such legislative issues as may be deemed by the Chair or the Board to be of critical significance to NNPH. Pending legislative bills can be located here <https://www.leg.state.nv.us/App/NELIS/REL/83rd2025>. Current bills NNPH is tracking that may be reported on or discussed can be found here <https://www.nnph.org/about-us/legislative-affairs.php>. Due to the rapid pace of the legislative session, additional bills that may be reported on or discussed at the District Board of Health will be posted as soon as known. (FOR POSSIBLE ACTION)

Staff Representative: Joelle Gutman Dodson or Dr. Chad Kingsley

14. Review, Discussion, and Possible Approval of the District Health Officer’s Annual Performance Evaluation Results and Possible Approval of a 5% Annual Merit Increase. (FOR POSSIBLE ACTION)  
Staff Representative: Laurie Griffey
- Attachments:**     [Staff rpt DHO 2025 Eval Results](#)  
                          [2025 DHO Eval Results -Final \(1\)](#)  
                          [Chad list of Accomplishments 2024-2025](#)
15. Recommendation to amend the Employment Agreement between Northern Nevada Public Health and Chad Kingsley, District Health Officer, by deleting Section 5 (A) subsection (b): Compensatory time, which has been discontinued by County HR for top management: and replacing Section 5 (A) subsection (b) with: Payment of Accumulated Vacation: to allow for the additional option to receive a cash payment during a calendar year, for a range of accumulated unused vacation leave hours. (FOR POSSIBLE ACTION)  
Staff Representative: Laurie Griffey
- Attachments:**     [DBOH Staff-Rpt-DHO Amendments CK Apr 2025 Agenda](#)  
                          [DHO Kingsley Employment Agmt Amendment- 2025](#)
16. Staff Reports and Program Updates.
- 16.A Air Quality Management - State of the Global Climate 2024, January 2025 EPA Small Business Newsletters, Divisional Update, Program Reports, Monitoring and Planning, Permitting and Compliance.  
Staff Representative: Francisco Vega
- Attachments:**     [DBOH 04-24-2025 AQMD DD Staff Report March](#)
- 16.B Community and Clinical Health Services - National Sexually Transmitted Infection Awareness; 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
- Attachments:**     [DBOH 4-24-2025 CCHS Director Staff Report](#)

**16.C** Environmental Health Services Program - 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

**Attachments:** [2024.04.24 - DBOH EHS Division Report](#)

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

**Attachments:** [DBOH 4-24-2025 - EPHP-Division Report](#)

**16.E** Office of the 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

**Attachments:** [DBOH 04-24-2025 - ODHO Division Report](#)  
[2025 Save the Date FHF Final](#)  
[Mar-Media-Mentions-2025](#)

**17.** Public Comment.

Action may not be taken on any matter raised during this public comment period unless 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 attending the meeting in person or via Zoom. Please log into the Zoom meeting via the above link and utilize the "Raise Hand" feature during any public comment period.

Other requests for public comment must be submitted to [jlawsen@nnph.org](mailto:jlawsen@nnph.org) no later than 4:00 p.m. on the day before the scheduled meeting. Reasonable efforts will be made to hear all public comment during the meeting.

**18.** Board Comment.

District Board of Health members' announcements, reports, and updates, request for information topics for future agendas. (No discussion among Board members will take place on this 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.