

NORTHERN NEVADA
Public Health

**Emergency Medical Services Advisory Board
Meeting Minutes**

**Wednesday, June 17, 2026
9:00 a.m.**

Members

Kate Thomas (Chair) – County
Manager, Washoe County

Jackie Bryant (Vice-Chair) – City
Manager, City of Reno

Dion Louthan – City Manager, City of
Sparks

Dr. Nicholas Von Foerster –
Emergency Room Physician

Chad Kingsley – District Health Officer,
Northern Nevada Public Health

Cassandra Deen – Director of Clinical
Excellence, Renown Health

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This meeting was held virtually via Zoom.

1. *Roll Call and Determination of Quorum

Chair Solaro called the meeting to order at 9:00 am.

The following members and staff were present:

Members present: Dave Solaro, representing Kate Thomas
JW Hodge, representing Jackie Bryant
Dion Louthan
Chad Kingsley
Dr. Von Foerster
Cassandra Deen

Ms. Miller verified that a quorum was present.

Staff present: Dania Reid
Dr. Nancy Diao
Andrea Esp
April Miller

2. *Public Comment

Limited to three (3) minutes per person. No action may be taken.

Chair Solaro opened the public comment period. As there were no public comments, Chair Solaro closed the public comment period.

3. Consent Items (For Possible Action)

Matters which the Emergency Medical Services Advisory Board may consider in one motion. Any exceptions to the Consent Agenda must be stated prior to approval.

A. Approval of Draft Minutes

June 17, 2026

Mr. Louthan moved to approve the draft minutes. Mr. Hodge seconded the motion, which passed unanimously.

4. * EMS Oversight Program and Performance Data Updates – Joint Advisory Committee Activities, Special Projects, EMS Planning, Data Performance, REMSA Health Franchise Agreement Updates, REMSA Health Exemption Requests, Community Services Department Reviews, Mass Gatherings and Special Events Reviews.

Andrea Esp

Ms. Esp highlighted the collaborative effort through the Joint Advisory Committee to address the behavioral health calls to dispatch. Efforts are being made to adopt a collective response amongst all EMS provider agencies. The Program is improving the ability to gather and use data from multiple sources as part of the Quality Improvement process as outlined in the Strategic Plan, specifically looking at patient outcomes. There will be an introduction of new dashboards and will work with EMS providers to determine what information would be beneficial for display. The Protocols Committee continues to review protocols, specifically with Formularies, and expects to have a more formalized process for updates.

5. * EMS Utilization Data – Presentation of recent Emergency Medical Services (EMS) utilization data, including key trends, call volumes, response patterns, and any notable changes observed over the reporting period.

Andrea Esp reviewed the EMS utilization trends and high-demand locations across the region and highlighted the Franchise Map Review. This is an annual review of the EMS zones which includes historical changes to the map, visualization for comparison of

year-to-year call volume differences, and seasonal trends. High utilizers and high demand locations were identified and a proactive approach among EMS providers has been made to reduce the call volume. Consistent high utilizers include CARES Campus, Our Place, regional casinos, and skilled nursing facilities. Expanded support and partnerships are being sought to include fall prevention, patient education, peer support, and accessing new physician assistant medical programs to reduce non-emergent calls.

Mr. Louthan expressed concern about extremely high call volume from Our Place, with over 1,000 responses from a single station. He requested opportunities for Sparks Fire to partner more closely in mitigation planning. Ms. Esp noted that REMSA Health and Sparks Fire have been communicating on the appropriate EMS response at the time of dispatch and offered to coordinate meetings with organizational leadership.

Mr. Solaro expressed interest in obtaining more data identifying calls that should not enter the 911 system. Ms. Esp confirmed that more specific data is available and can be provided.

Ms. Deen inquired if the hospitals are engaged and offered additional information for fall prevention and infection prevention if needed.

6. * Update on Amended and Restated Franchise Agreement for Ambulance Service.

Summary of Recent Confer Meetings, Current Status, and Timeline for District Board of Health (DBOH) Review.

Dr. Chad Kingsley reported that the updates on the meet and confer meetings with REMSA Health was moved from the June DBOH (District Board of Health) meeting and will now be presented in July. Recent meetings have focused on red-line revisions including language focused around the Computer Aided Dispatch (CAD) component, Priority 2 definitions, and penalty fund administration. He noted that REMSA Health has been a wonderful partner and supportive during the refinement of the contract.

Mr. Louthan requested access to red-lines and Dr. Kingsley committed to providing drafts as early as legally permissible.

7. * Update on the development of the EMS JAC Workgroup - Presentation on the topics the workgroup has discussed and next steps.

Andrea Esp reported that the JAC has historically existed informally and at the last EMSAB meeting in February, this body directed Dr. Kingsley to form a workgroup under him known as EMS JAC. The group already meets monthly and are discussing possible name change as well as formal governing procedures for the group, which will be presented at the next EMSAB meeting in August.

Mr. Louthan noted the importance of the workgroup and the expertise that they bring, to keep him informed and recognize the great value that it provides.

Mr. Hodge echoed that sentiment and emphasized the importance of documenting how the JAC will formally relate to the EMSAB and up to the DBOH.

8. *Update on the exploration of amendment process to the Interlocal Agreement (ILA) for Emergency Medical Services Oversight - Informational update to the EMS Advisory Board (EMSAB) regarding the program's intent to explore the process to potentially amend to the Interlocal Agreement for Emergency Medical Services Oversight.

Dr. Kingsley explained that the team is currently *exploring* how to update the Interlocal Agreement (ILA) and strengthen the bylaws connected to EMS oversight and franchise-related processes. The ILA was created in 2014 and last amended in 2018, but there is no defined procedure within the document for making further amendments, which creates uncertainty about who holds the authority to make changes. Legal staff are reviewing the issue to determine the correct process, but additional time is needed to resolve it.

Part of the review includes examining how the ILA supports the formation and structure of EMS advisory bodies, including whether additional members—such as fire or franchise representatives—should be added and how proxy appointments should function. Dr. Kingsley stated that updates are needed to ensure smooth coordination between the Joint Advisory Committee (JAC), EMSAB, and the District Board of Health.

Board members from Reno, Washoe County, and Sparks expressed strong support for revising the ILA and offered to help initiate changes once legally appropriate. They agreed the document should not remain unchanged indefinitely and identified opportunities to clean up outdated or inconsistent language, such as conflicting references to the District Health Officer's designated alternate.

Further legal analysis is underway, and Dr. Kingsley expects to bring an update to the board at the August meeting.

9. **EMSAB Bylaws Revisions:** Request that the EMS Advisory Board (EMSAB) direct the District Health Officer (DHO) to review and revise the EMSAB bylaws, and return proposed revisions to EMSAB for consideration and feedback **(For Possible Action)**

Andrea Esp reported that there is a need to update the EMS Advisory Board bylaws, and that these updates must align with upcoming revisions to the Interlocal Agreement (ILA). She asked the board for formal direction to begin revising the bylaws. She noted that a draft version of updated bylaws will be available at the next meeting, but it will not be final, as any changes made to the ILA will require additional adjustments. The bylaws are in need of general cleanup, clearer definitions of roles and responsibilities, and alignment with the structure and expectations of the Joint Advisory Committee (JAC). She welcomed board feedback, including input provided outside the meeting.

Mr. Hodge expressed full support for updating the bylaws but emphasized that bylaws should be revised after the ILA is corrected so the work does not need to be repeated. He clarified that the main action needed from the board is simply to give Andrea the direction to begin the revisions.

Andrea confirmed this and based on a message from legal counsel stated that board members can send feedback outside the meeting as long as all changes return to the full board for discussion and approval.

Mr. Hodge motioned to begin revising the bylaws, seconded by Mr. Louthan, which passed unanimously.

10. *Agency Reports and Updates

- A. ***REMSA Health EMSAB Report, Adam Heinz**
Data Performance Report, EMS Operations Report

Mr. Heinz presented REMSA Health's report highlighting EMS week events which honored 36 individuals receiving commendations, meritorious, and lifetime achievement recognition. REMSA has been participating in positive meet and confer meetings with the Health District on franchise agreement topics. Mr. Heinz introduced new EMS Manager Ryan Felshaw, who brings experience from Las Vegas and Oklahoma. He will be working under Director Kerfoot in the ALS Division.

- B. ***City of Sparks Fire Department EMSAB Report, Chief Nick Klaich**
Data Performance Report, EMS Operations Report

Chief Nick Klaich presented the EMS Operations Report, highlighting that four Sparks firefighters are currently completing paramedic internships with REMSA Health.

C. *Truckee Meadows Fire and Rescue EMSAB Report, Chief Joe Kammann

Data Performance Report, EMS Operations Report

Zeb Nomura, representing Chief Joe Kammann, presented the EMS Operations Report highlighting that the entire department has completed neonatal advanced life support (NALS) training.

D. *Reno Fire Department EMSAB Report, Chief Cindy Green

Data Performance Report, EMS Operations Report

Chief Cindy Green presented the EMS Operations Report and thanked Andrea Esp for joining discussions with high-utilizer locations in the city, specifically the casinos. Ms. Esp's participation improved the conversations by bringing perspective and established relationships from her work with the health district. Her involvement made the discussions more open and productive and added that Reno Fire will continue collaborating with her to address other areas needing improvement.

11. *Board Comment

Limited to announcements or issues for future agendas. No action may be taken.

Dr. Von Foerster announced a recent multi-agency recognition presented at the Reno City Council. The commendation honored a successful out-of-hospital cardiac arrest save, in which pulses were regained before EMS arrived. The life-saving award acknowledged the coordinated efforts presented to numerous UNR staff, Reno Fire personnel, REMSA personnel, and UNR law enforcement officers. He noted that the patient is doing reasonably well and received treatment at Saint Mary's. He shared this to highlight a significant and collaborative achievement across multiple agencies.

Dr. Kingsley informed board members that there was a fire at a distribution center in California which could possibly impact our local hospitals, particularly elective surgeries, though it is not expected to affect EMS operations. Emergency preparedness staff are monitoring the situation for any developing impacts on the community. Additionally, he thanked REMSA Health for issuing heat advisories and emphasized the need for ongoing monitoring of changing weather

conditions. Heat-related health concerns are rising locally, although not as severe as regions like Las Vegas or Phoenix, and proactive public education helps prevent additional strain on the EMS system. He commended REMSA for providing timely alerts and community education to minimize heat-related emergency calls.

12. *Public Comment

Limited to three (3) minutes per person. No action may be taken.

Chair Solaro opened the public comment period.

As there was no one wishing to speak, Chair Solaro closed the public comment period.

Adjournment

Chair Solaro adjourned the meeting at 9:44 a.m.
