

## 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, September 26, 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 1:07 p.m.  
The following members and staff were present:

Members present: Kristopher Dahir  
Devon Reese  
Michael D. Brown  
Mariluz Garcia

Members Absent: John Klacking  
Dr. Reka Danko  
John Novak

**Ms. Lawson verified a quorum was present.**

Staff present: Dr. Chad Kingsley, District Health Officer  
Andrea Esp  
Francisco Vega  
Erin Dixon  
Robert Fyda  
Lisa Lottritz  
Dr. Nancy Diao  
Rayona LaVoie  
Joe Dibble  
Stephanie Chen  
Camarina Augusto

### 2. Pledge of Allegiance.

Michael Brown led the pledge to the flag.

Chair Dahir took a moment to honor John Novak, who has been part of the Board since 2015. During COVID, as the longest serving volunteer, he assisted in supporting the community anywhere help was needed. He represented NNPH on the National Association of City and County Officials (NACCHO) and the National Association of Local Boards of Health (NALBOH). Professionally, he retired from pediatric dentistry. He wore his heart on his sleeve, always sharing what he thought or felt about things. He will be dearly missed. Life is short, care for those around you. A moment of silent was held in his memory.

**3. Approval of Agenda.**

August 22, 2024

**Vice Chair Reese moved to approve the agenda for the August 22, 2024, District Board of Health regular meeting. Michael Brown seconded the motion, which was approved unanimously by members present.**

**4. Recognitions.**

Chair Dahir introduced Vietnamese Members of Parliament present today. These leaders are decision makers, doctors, and assembly delegates, visiting the United States to learn more about legislation, governance and policies as part of the Open World Program, administered by the Northern Nevada International Center.

Years of Service

- i. Kelcie Atkin, Registered Dietitian Nutritionist, 5 years, 9/3/19 – CCHS
- ii. Scott Oxarart, Public Health Communications Program Manager, 5 years, 9/3/19 – ODHO
- iii. Stephen Shipman, Public Health Emergency Response Coordinator, 25 years, 9/20/1999 – EPHP

Dr. Kingsley recognized the years of service for Kelcie Atkin, Scott Oxarart and Stephen Shipman.

New Hires

- i. Julieta Gallardo, Human Services Support Specialist I, 8/25/24 – CCHS
- ii. Allan Sanchez Ramirez, Human Services Support Specialist I, 9/9/24 – CCHS

Dr. Kingsley recognized the new hires, Julieta Gallardo and Allan Sanchez Ramirez.

Promotions (Lateral Move)

- i. Matthew McCarthy, from Environmental Engineer II to Senior AQM Specialist, 9/23/24 – AQM

Recognition was made for Matthew McCarthy's lateral move.

Retirements

- i. Maria Rodriguez, Human Services Support Specialist II, 9/30/24 – CCHS WIC Program

Dr. Kingsley recognized the efforts of Maria Rodriguez in her many years with the Program.

Resignations

- i. Ian Check, Environmental Health Specialist, 8/30/24 – EHS
- ii. Julia Davidson, AQM Trainee, 9/13/24 – AQM

Dr. Kingsley announced the resignations of Ian Check and Julia Davidson.

#### Health Heroes

- i. Donna Wainscoat – CCHS
- ii. Yeraldin Deavila – ODHO
- iii. Robert Chisel – CCHS
- iv. Jackie Lawson – ODHO
- v. IZ Core Team – Victoria Nicolson-Hornblower, Kaleigh Behrendt, Kellisa Shirane, Pia Braunstein, Charmaine Roque – CCHS

Dr. Kingsley thanked the Health Heroes being honored this month for their work.

### **5. Proclamations.**

#### **A. Proclaim the week of September 23-27 Falls Prevention Awareness Week. (FOR POSSIBLE ACTION)**

Staff Representative: Joe Dibble

Accepted by: Ryan Gustafson, Agency Director, Washoe County Human Services Agency

Chair Dahir announced the proclamation for Falls Prevention Awareness Week.

Joe Dibble, Health Educator, introduced Ryan Gustafson, Director of Washoe County Human Services Agency.

Mr. Ryan Gustafson accepted the proclamation and recognition of Falls Awareness Week. He shared that they encourage seniors to stay active and take advantage of falls prevention programs within the County. There are many free events and programs held at the Senior Center and the Sanford Center. On October 7, there is a program called Healthy Steps for Older Adults, where they can get screenings, assessments, education and nutrition information. All seniors are encouraged to participate.

Chair Dahir asked how someone can reach out for more information.

Mr. Gustafson shared that additional information, and links can be found on the website at [washoecounty.gov/hsa/](http://washoecounty.gov/hsa/).

Stephanie Chen, Health Educator Coordinator shared that the Chronic Disease and Injury Prevention Program is excited to bring enhanced fitness for the community this fall, in conjunction with the senior center. This is an evidence-based falls prevention group exercise program that is tailored for older adults.

**Michael Brown moved to approve the Falls Prevention Awareness Week Proclamation. Commissioner Garcia seconded the motion, which was approved unanimously.**

#### **B. Proclaim the month of September 2024 National Preparedness Month. (FOR POSSIBLE ACTION)**

Staff Representative: Andrea Esp

Chair Dahir introduced Andrea Esp for the National Preparedness Month Proclamation.

Ms. Esp, Emergency Medical Services and Public Health Preparedness Program Manager shared that members of the Inter-Hospital Coordinating Council (IHCC) were present with her for the recognition. The planning and efforts done by this group are extremely

important in the event of an emergency, such as the recent evacuation of over 400 patients from a healthcare facility during the Davis fire. This group stands as a national model, having been in existence for over 30 years.

Brian Taylor, Emergency Manager for REMSA, shared that the coalition is so collaborative, with the mentioned evacuation done without impacting the EMS system, by moving patients utilizing RTC and the VA Dual Use Vehicle. The Mutual Aid Evacuation Annex (MAEA) has been recognized as a nation model.

Mr. Taylor also recognized the commitment of Dr. Novak as a champion for the IHCC and the loss will be felt. He thanked the Board for continued support in his absence.

**Vice Chair Reese moved to approve the National Preparedness Month Proclamation. Michael Brown seconded the motion, which was approved unanimously.**

**6. Public Comment.**

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

Alexis Motarex with Nevada Associated General Contractors (NV AGC) was called for Public Comment. She expressed support for the revisions to Item 11, Chapter 030, General Source Permitting. She thanked Francisco Vega and his team for always being proactive in reaching out to stakeholders, listening to concerns, answering questions and making changes as appropriate.

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

**7. 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.  
August 22, 2024.

**B. Budget Amendments/Interlocal Agreement.**

1. Approve the acceptance of funding in the amount of \$15,000.00 from United Healthcare Health Plan of Nevada Medicaid to support the Community and Clinical Health Services Division (CCHS) Fetal Infant Mortality Review (FIMR) Program; approve amendments totaling an increase of \$15,000.00 in both revenue and expense to the FY25 United Healthcare FIMR Donation budget, IO#TBD. (FOR POSSIBLE ACTION)

Staff Representative: Irene Dominguez & Lisa Lottritz

2. Approve the acceptance of funding in the amount of \$15,000.00 from United Healthcare Health Plan of Nevada Medicaid to support the importance of testing for syphilis during pregnancy; approve amendments totaling an increase of \$15,000.00 in both revenue and expense to the FY25 United Healthcare STD Donation budget, IO#TBD. (FOR POSSIBLE ACTION)

Staff Representative: Lisa Lottritz and Irene Dominguez

3. 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 \$896,353.00 (\$89,365.30 cash match) retroactive to July 1, 2024 through June 30, 2025 in support of the Public Health Emergency Preparedness Program (PHEP) domains according to the PHEP Cooperative Agreement and authorize the District Health officer to execute the Notice of Subaward, any further amendments and MOU agreements with partnering agencies. (FOR POSSIBLE ACTION)

Staff Representative: Andrea Esp and Kristen Palmer

4. Approve a Notice of Subaward from the State of Nevada Department of Health and Human Services, Division of Public and Behavioral Health retroactive to July 1, 2024 through June 30, 2025 in the total amount of \$292,035.00 (no required match) in support of the Community and Clinical Health Services Division (CCHS) Immunization Program and authorize the District Health Officer to execute the Notice of Subaward and any future amendment. (FOR POSSIBLE ACTION)

Staff Representative: Irene Dominguez & Lisa Lottritz

5. 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 \$453,139.00 (\$45,313.90 cash match) retroactive to July 1, 2024 through June 30, 2025 in support of the Assistance Secretary for Preparedness and Response (ASPR) Public Health Preparedness Program; approve authorization to travel and travel reimbursements for non-County employees that are Inter-Hospital Coordinating Council (IHCC) coalition members (to be designated by IHCC leadership) in an amount not exceed the FY25 travel budge to attend the Health Care Coalition Conferences (dates to be determined); and authorize the District Health Officer to execute the Notice of Subaward, any future amendments and MOU agreements with partnering agencies. (FOR POSSIBLE ACTION)

Staff Representative: Andrea Esp and Kristen Palmer

6. Approve a Subaward from the State of Nevada Department of Health and Human Services Grants Management Unit retroactive to July 1, 2024 through June 30, 2025 in the total amount of \$278,938.00 (no required match) in support of the Community and Clinical Health Services Division (CCHS) Family Planning State Vaccine Program and authorize the District Health Officer to execute the Subaward and any future amendments. (FOR POSSIBLE ACTION)

Staff Representative: Irene Dominguez and Lisa Lottritz

7. Approve the Grant Agreement from the U.S. Environmental Protection Agency (EPA) in the amount of \$165,598 to include \$54,728 of EPA In-Kind Support retroactive to April 1, 2024 through March 31, 2025 for the Air Quality Management, EPA PM2.5 Monitoring Network Program, IO# 12350 and authorize the District Health officer to execute the Agreement and any future amendments. (FOR POSSIBLE ACTION)

Staff Representative: Francisco Vega and Kristen Palmer

**C. Acknowledge receipt of the Health Fund Financial Review for August, Fiscal Year 2025. (FOR POSSIBLE ACTION)**

Staff Representative: Jack Zenteno

**D. Recommendation for the Board to Uphold Cases Not Contested to the Air Pollution Control Hearing Board. (FOR POSSIBLE ACTION)**

Staff Representative: Francisco Vega

1. Recommendation for the Board to uphold an uncontested citation issued to Aspen Earthworks, Case No. 1512, Notice of Violation No. AQMV24-0019 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

2. Recommendation for the Board to uphold an uncontested citation issued to Thomas Creek Development, LLC, Case No. 1515, Notice of Violation No. AQMV24-0020 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

3. Recommendation for the Board to uphold an uncontested citation issued to DP RTA Stead PH1, LLC, Case No. 1519, Notice of Violation No. AQMV24-0021 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

**Vice Chair Reese moved to approve the consent agenda. Michael Brown seconded the motion which was approved unanimously.**

**8. Regional Emergency Medical Services Authority.**

- A. Recommendation to accept the REMSA Health Monthly Franchise Report for August 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

Barry Duplantis, REMSA Health CEO and President, expressed sympathy for the loss of Dr. Novak. He was respected and appreciated by all at REMSA Health and will be missed.

Mr. Duplantis shared that August was a hectic month, after having provided services to many festivals and events that took place, along with providing normal EMS services. For August and the Fiscal Year to date, they exceeded the franchise report compliance for all priority 1 calls. During August, they responded to 8,533 priority 1 calls and transported 5,294 patients to local hospitals. He also referenced the Falls Prevention Awareness proclamation, in that one of the reasons for calls is due to falls. It is very appropriate to acknowledge this and remind people to be careful.

The customer service survey for August resulted in a score of 90.92, which is an improvement over the prior month. He is comfortable with their service for the month of August, as we move into the final stages of September. Business continues to track on plan with where it was expected.

Mr. Duplantis opened the item for questions.

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



**B. Discussion and Possible Re-Appointment of Dr. John Hardwick, Emergency Room Physician Representative to the Regional Medical Services Advisory Board for a two-year term effective September 26, 2024. (FOR POSSIBLE ACTION)**

Staff Representative: Andrea Esp

Ms. Esp shared that this is a re-appointment of Dr. John Hardwick to the Emergency Medical Services Advisory Board. Per the Interlocal Agreement, this Board is to appoint an emergency room physician who is also a member of the Prehospital Medical Advisory Committee. Dr. Hardwick is currently the chair of that committee and would like to serve an additional term on the EMSAB.

**Vice Chair Reese moved to re-appoint Dr. John Hardwick to the Regional Emergency Medical Services Advisory Board. Commissioner Garcia seconded the motion which was approved unanimously.**

- 9. Approve the Memorandum of Understanding (MOU) between Northern Nevada Public Health, in conjunction with its Air Quality Management Division (NNPH\_AQM), and the Washoe County School District (WCSD), and award Request for Proposal (RFP)# (3261-24) to Outdoor Power for the purchase of battery powered landscaping equipment to be donated to the Washoe County School District as part of the Lawn and Garden Exchange Project and for Outdoor Power-NV to provide training services to Washoe County School District staff for the provided equipment; and authorize the FY25 Purchase Order to Outdoor Power-NV in the approximate amount of \$247,211.87, and any future amendments. (FOR POSSIBLE ACTION)**

Staff Representative: Francisco Vega

Francisco Vega, Air Quality Management Director, expressed his thoughts and prayers for Dr. Novak's family.

Mr. Vega presented items that contribute to ozone pollution include transportation, residential and commercial building, non-road engines, gas stations, paint cleaners and solvent use. He noted that they work well with community partners to address parts of this issue.

Lawn and garden equipment was selected for several reasons. For example, one gas powered lawnmower, running for 1 hour creates the same air pollution as driving 300 miles and one gas powered leaf blower puts out emissions similar to driving 1,000 miles.

Schools were the main consideration, as children are physiologically more vulnerable to air pollution than adults since their brains, lungs and other organs are still developing. In addition, the noise levels can be disruptive.

This project proposes the replacement of approximately 250 pieces of gas-powered lawn equipment with battery electric equipment, including all push mowers at all schools, with handheld equipment being replaced at all Title I schools and all high usage handheld equipment being replaced at non-Title I schools. When replacements occur, older equipment at other schools will be replaced as necessary.

Mr. Vega noted as part of the bid, two additional batteries for each piece of equipment along with training on usage, will also be provided.

This replacement project is expected to reduce emissions by tens of thousands each year.

Mr. Vega introduced Dewit Hadgu, Deputy Chief of Facilities and Capital Projects for WCSD who shared that, on behalf of WCSD, he appreciates the good timing, as their Board policy and

leadership is focused on energy saving and the environment. In addition to the above-mentioned benefits, there will be time and space saving in this project, which aligns with solar energy, reclaimed water, and battery-operated equipment for new schools.

Vice Chair Reese asked about the schools that have a joint use agreement with the City of Reno, which requires Parks and Recreation staff to maintain. How will this project work with these schools?

Mr. Hadgu indicated that they will be reaching out to schools with fields to find out how they are using them. There may be one or two pieces of equipment being replaced for each school, rather than all.

Vice Chair Reese noted that he will become the liaison for Air Quality and asked that they track this as part of the process.

Mr. Vega responded that they could do this.

Commissioner Garcia asked where this idea came from and thanked them for taking care of the Title I schools.

Mr. Vega noted that this is a common program across the county among air quality agencies, recognizing that landscaping equipment is a large source of pollution. There are similar programs across the country. Our program is starting out very small, but additional opportunities for collaboration will continue to be explored.

Chair Dahir asked what the school district will do with the old equipment.

Mr. Vega explained that the old equipment will be demolished and recycled, as it can no longer be in circulation.

**Vice Chair Reese moved to approve the MOU between NNPH – AQM Division, and the Washoe County School District, to award RFP# 3261-24 to Outdoor Power for the purchase of battery powered landscaping equipment in the approximate amount of \$247,211.87 to be donated to the Washoe County School District and for Outdoor Power-NV to provide training to staff. Motion seconded by Michael Brown and approved unanimously.**

- 10. Recommendation to Uphold the Air Pollution control Hearing Board’s Recommendation regarding Appealed Notice of Violation No. AQMV24-0018 to issue a \$1,000.00 Administrative Penalty issued to STC Ventures LLC for failure to obtain a dust control permit prior to the commencement of a dust generating activity. (FOR POSSIBLE ACTION)**

Staff Representative: Francisco Vega

No public comment was requested for this item.

**Vice Chair Reese moved to uphold the APCHB recommendation regarding appealed violation AQMV24-0018 to STC Ventures LLC. Michael Brown seconded the motion, which was approved unanimously.**

- 11. PUBLIC HEARING for review, discussion, and possible adoption of the proposed revisions to the District Board of Health Regulations Governing Air Quality Management, Chapter 030 – Source Permitting, with associated changes to the Air Quality Management Fee Table, with an implementation date of January 1, 2025. (FOR POSSIBLE ACTION)**



Staff Representative: Francisco Vega

Chair Dahir opened the Public Hearing.

Mr. Vega shared that this is the stationary source part of the regulations. Much of these regulations have not been updated in 20+ years. Major changes will include increasing the permitting threshold from .365 tons/year to 5 tons/year, which will reduce the burden on small business. There will be a general permitting program and a new fee structure that better aligns services with where the risk is. This is a more transparent structure, offering different parts of the regulation broken down into minor source and major source.

He shared that they did significant stakeholder engagement throughout the process.

Chair Dahir opened the item for Public Comment.

With no request for comment, Chair closed the hearing.

**Vice Chair Reese moved to adopt the proposed revisions to the District Board of Health Regulations Governing Air Quality Management, Chapter 030 – Source Permitting, with associated changes to the Air Quality Management Fee Table, effective January 1, 2025. Michael Brown seconded the motion, which was passed unanimously.**

**12. Presentation and possible acceptance of the Annual FY24 Health Equity Plan Report Results. (FOR POSSIBLE ACTION)**

Staff Representative: Camarina Augusto

Camarino Augusto, Health Equity Coordinator, presented on the Annual Health Equity Plan for FY24. The plan began in 2022 with a Health Equity Assessment to get baseline data to see where the organization stood in equity. The assessment eventually resulted in the internal health equity plan.

Ms. Augusto shared the 7 overarching goals as: building health equity competency among staff, ensuring capacity to integrate health equity into all programs, making sure we continue to build partnerships with diverse communities to improve public health initiatives, ensuring access to culturally and linguistically appropriate public health information for the community, collecting and leveraging equity data to inform program development and decision making efforts, integrating health equity efforts into organizational development, and improving hiring practices to recruit and retain the diverse workforce that represents the community we serve.

The annual report shows that 16 initiatives have been fully achieved, 6 partially achieved and 2 not yet started, which focus mainly on data and will be addressed moving forward.

The next year of the Health Equity Plan will begin its final year. The focus will include training, continuing to implement the County's language access plan, collecting data, and increasing quality improvement projects.

Vice Chair Reese shared that he believes this is possibly one of the most important but undervalued things an organization can be doing with the resources available, and he is encouraged by the work being done. The University of Nevada has done work on equity training that is very accessible to the employees. Maybe there is potential for working with them? He also shared that maternal health and child mortality as it relates to people of color is something he is interested in. He would like to possibly see this as a subset of one of the items being considered.

Commissioner Garcia asked if the community dashboard was something newly added this year

and if it has been uploaded to the website.

Ms. Augusto said that the dashboard is up and running and the important is having it live and updated in real time. They are continuing to provide up to date and current information and the dashboard can be found on the Truckee Meadows tomorrow website.

**Michael Brown moved to accept the Annual FY24 Health Equity Plan Report Results. Commissioner Garcia seconded the motion, which was approved unanimously.**

**13. Presentation and possible acceptance of the NNPH 2024-2026 Quality Improvement Plan. (FOR POSSIBLE ACTION)**

Staff Representative: Rayona LaVoie

Rayona LaVoie, Director of Programs and Projects noted that using quality improvement in public health helps enable adherence to best practices and enhance the effectiveness and efficiency of organizations. Our QI Program is designed to increase the quality of life of those in Washoe County by identifying opportunities for improvement, implementing changes based on data and measuring impact in the community. QI is a requirement for accreditation, as it ensures organizations are relevant and viable through continuous improvement.

Ms. LaVoie shared that there are 6 elements for a thriving culture of continuous improvement: staff empowerment, teamwork and collaboration, leadership commitment, customer focus, QI infrastructure, and continuous QI process improvement. A plan was then created to support continuous improvement in programs, processes, services, to help drive the organization forward.

NNPH senior leaders and the QI Council attended an all-day training by a notable consultant earlier this summer to learn how to build a culture of continuous improvement. The team is now looking at opportunities to leverage the use of metrics already being collected to identify areas to increase implementation of QI efforts.

Ms. LaVoie opened the item to questions from the Board.

Chair Dahir asked about how data correlates into the everyday job that is being done.

Ms. LaVoie responded that the outcomes and activities are being tracked quarterly and the system helps make informed decisions about how to improve activities. They also meet with the Board for the Strategic Plan retreat, talk about strategic plan priorities, and encourage all divisions to take a look at program activities being executed.

**Commissioner Garcia motioned to accept the NNPH 2024-2026 Quality Improvement Plan. Michael Brown seconded the motion, which approved unanimously.**

**14. Presentation and Possible acceptance of the FY24 Strategic Plan Results. (FOR POSSIBLE ACTION)**

Staff Representative: Rayona LaVoie

Ms. LaVoie introduced the Division Directors to share the achievements and challenges for FY24.

Jack Zenteno, Administrative Health Services Division Director indicated that remote work opportunities for staff was accomplished. New technology has been implemented in CCHS and updates to Windows 11 are occurring through the district. Additional funding was received from the State this year, with the opportunity to go back to the Legislature next session for additional or maintenance funding. Efficiencies were found in the budget and new fees were

implemented for Air Quality, CCHS and EHS.

Mr. Zenteno identified some of the challenges as the Korn Ferry rollout, with a lot of staff time required for implementation. Workloads are easing up, with the Business Technologist full time July 1 and COVID starting to slow, allowing more time to focus on daily activities. A lot of budget reductions have been recognized, with funding trending down.

Francisco Vega, Air Quality Management Division Director noted monitoring of pollutants exceeded 96%, where the standard is 70%. We far exceed the standard and number of monitoring stations with 7 stations, where the requirement is 2, along with three full time staff monitoring the equipment. Additionally, 95% of stationary source permits and building plans are issued/reviewed within a prescribed timeframe. Air quality regulations are being updated regularly, with one completed last fiscal year, and another this fiscal year.

Mr. Vega mentioned opportunities as regional land use planning, infrastructure and decisions. They work with jurisdictions looking for ways to address challenges and working toward their goals. Accela has a barrier of not allowing electronic signatures, so they would like to identify software to rise above the current challenges.

Lisa Lottritz, Division Director for Community and Clinical Health Services shared accomplishments including expanding the role of the Community Health Worker. The reconfiguration of the lobby and cross training of staff facilitated the centralization of clerical services. 18 staff have also completed the interpreter certification course. The new COVID vaccine has brought the potential for increased revenue, along with significant changes for the immunization and billing teams, with billing for select community health worker services and activities. Contracted insurance companies have increased from 10 to 12, allowing billing for most clients.

Ms. Lottritz shared a challenge as continued rising of congenital syphilis cases. Decreased and delayed grant funding throughout the last fiscal year impacted staffing and service delivery.

**Meeting recessed at 2:14 p.m.**

**Meeting resumed at 2:22 p.m.**

Robert Fyda, Director of Environmental Health Services highlighted some accomplishments as leveraging opportunities. This was seen in investment of resources with Accela tools, streamlining and consolidating processes. Staff identified opportunities to maximize revenue and increase cost recovery in the creation of the annual itinerant permit. Staff has done tremendous work in outreach, piloting the active managerial control program. Safe drinking water outreach has been occurring on Federal regulation changes.

Mr. Fyda shared that staff turnover has been a challenge, along with Accela, given the constraints of the system.

Dr. Nancy Diao, Epidemiology and Public Health Preparedness Division Director noted that Vital Statistics provides accurate and timely birth and death certificates, with 100% of requests met within 96 hours. The Epidemiology Program has produced and shared with the public nearly 80 reports. A data sharing agreement has been created with EMS partners, providing easier sharing of data between agencies for quality assurance, data improvement, and secure access for data. The team has done great work with community partners, culminating in a tabletop and full-scale chemical exercise in Spring 2024.

Dr. Diao shared a challenge as being grant reduction, especially with the communicable

disease and COVID funding. Staff is capable and able to adjust to and support the needs of the community. Work is being done with State and other jurisdictional partners to update the vital records system with new technology, where they continue to support discussions and feedback regarding updates, as unanticipated challenges have arisen. Staff turnover in key positions, with one position vacant for 4 months last fiscal year, have also been challenging.

Ms. LaVoie shared that the communications team has grown the platform, allowing for an increase in followers. A focus has been made on accessibility, increasing information among the Spanish speaking community and modernizing translation on the website. The Government Affairs Liaison continues to pull together stakeholders to identify 2025 legislative priorities. Disparities in health equity are being addressed and an accreditation goal has been met with the quality improvement work.

Ms. LaVoie noted one of the main challenges as working with local, regional and State partners to identify additional public health funding.

Ms. LaVoie opened the item to questions from the Board.

Vice Chair Reese congratulated all the divisions and directors, he feels there is a tremendous amount of information being presented. He thanked each for the work they are doing. He continues to believe that this Board has the most functionally dedicated staff working on the structural goals of the organization and taking to heart the planning process that has gone into setting goals and measuring them periodically. He looks forward to the strategic planning session coming up.

Dr. Kingsley recognized the Board's support, as this process began in 2022. This has been a great way to show what Boards do for communities and how elected officials help make decisions and drive things to cooperatively work together.

**Michael Brown moved to accept the FY24 Strategic Plan results. Vice Chair Reese seconded the motion, which was approved unanimously.**

**15. Presentation and possible approval of revisions to the FY24-FY26 Strategic Plan. (FOR POSSIBLE ACTION)**

Staff Representative: Rayona LaVoie

Chair Dahir, in his introduction, asked what the difference is between this item and the upcoming retreat.

Ms. LaVoie shared that the Board packet contains the revisions made to the strategic plan. These are done each year with the divisions, to make sure the plan is still making sense. These revisions will be for the FY25 Strategic Plan. The Strategic Plan retreat will discuss how to move forward with the next planning cycle for the Strategic Plan.

Ms. LaVoie opened the item for questions from the Board.

**Vice Chair Reese moved to accept the revisions to the FY24-FY26 Strategic Plan. Commissioner Garcia seconded the motion, which was approved unanimously.**

**16. Staff Reports and Program Updates.**

**A. Air Quality Management** – EPA and Forest Service Release Updates AirNow Fire and Smoke Map, July 2024 EPA Small Business Newsletter, Divisional Update, Program Report, Monitoring and Planning, Permitting and Compliance  
Staff Representative: Francisco Vega

Mr. Vega mentioned that there is a new version of the AirNow Fire and Smoke Map. There was one exceedance for ozone in August, which was due to the Park fire.

He opened the item to questions from the Board.

Chair Dahir asked if the Davis fire air quality would go against us or if it will be considered an extreme event.

Mr. Vega noted that this determination has not yet been made. At the end of the year, averaging periods will be calculated, and exceptional events will be taken into account.

**B. Community and Clinical Health Services – Smoke Free Multi Unit Housing; 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

Ms. Lottritz added that they will begin offering the flu vaccine and updated formulations of the COVID vaccine in the clinic. These will be available effective Tuesday, October 2. There is a POD event scheduled for October 19, which will be used as an ICS structure practice, and will provide COVID and flu vaccines to the community. There will be several other community COVID and flu events.

Vice Chair Reese asked if these events are free to the public or if there is reimbursement from insurance or Medicare or Medicaid.

Ms. Lottritz shared that it varies based on the event. The October 19 event will not have an eligibility check, so it is a free event. For any event, if a person does not have insurance or are underinsured, the services are free. For other events, eligibility will be checked, and insurance will be billed if insurance is provided.

Vice Chair Reese asked how the services are paid for, grants or other?

Ms. Lottritz noted that funding is received through vaccines from the State through Vaccines for Children, 317 provides vaccines for ages over 19, with additional funding received for COVID.

Vice Chair Reese asked about how many people do we hope to vaccinate and is a shipment of vaccine received and ready to go?

Ms. Lottritz shared that the funding sources have come in and they are ready to order. They expect to have about 1000 doses each COVID and flu from the grant, with more available with State funding.

Vice Chair Reese asked how this will be advertised.

Ms. Lottritz shared that they will be working with the Communications Team on a press release. They will also be distributing flyers to post in emergency rooms.

Vice Chair Reese mentioned that this is such an important thing. The further we get from the pandemic; people are not as inclined to follow health directives. He will follow the work and, if he can, he'll be there to help promote it. He noted that this is great work.

**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

Mr. Fyda noted that the EPA reached out and will be conducting sampling of private wells near the National Guard Air Force Base for PFAS compounds. Staff found a West Nile positive mosquito near Damonte Ranch in August. Four suspected positives for West Nile have been found near the Wingfield Golf Course and Rio Wrangler areas. A treatment has been done since then, and with weather cooling, there is hope for no human transmission. Staff is doing follow up testing for additional positives.

**D. Epidemiology and Public Health Preparedness - Epidemiology, Public Health Preparedness, Emergency Medical Services, Vital Statistics.**

Staff Representative: Dr. Nancy Diao

Dr. Diao shared that the upcoming POD exercise will help staff be prepared for unplanned situations that arise. On September 10, a tabletop exercise was held using a training and exercise simulation tool for PODs which was designed by the CDC. This was good for training of roles and responsibilities available during an incident. There are additional offerings from the CDC, which they hope to use in the future.

The 2023 Annual Communicable Disease report was published and is available on the website. In 2023, there was a decrease in various disease totals, notably COVID and RSV, along with gonorrhea. Fluctuations were seen in enteric diseases such as salmonellosis, but nothing alarming. There is a new RSV program page on the website, where the weekly reports will be shown beginning week 40.

**E. District Health Officer Report - Northern Nevada Public Health Communications Update, Public Health Accreditation, Quality Improvement, Workforce Development, Community Health Improvement Plan, Equity Projects/Collaboration, Community Events, and Public Communications and Outreach.**

Staff Representative: Dr. Chad Kingsley

Dr. Kingsley highlighted that the PHAB reaccreditation has been submitted and we are now waiting for the site visit. He also acknowledged that the Family Health Festival will be held Wednesday, October 9, 3-6 p.m. at O'Brien Middle School. Two fee changes for CCHS were approved this quarter.

Chair Dahir asked if the Board members will need to be available for the accreditation site visit.

Dr. Kingsley responded that the Board will need to be available, and to expect requests for availability after the date is selected.

**17. Board Comment.**

Having no further comments from the Board, Chair Dahir noted that Dr. Novak will be missed and closed this item.

**Adjournment.**

**Chair Dahir adjourned the meeting at 3:01 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 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:** Members of the public 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. 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>

**How to Get Copies of Agenda and Support Materials:** Supporting materials are available to the public at Northern Nevada Public Health located at 1001 E. 9<sup>th</sup> Street, in Reno, Nevada. Ms. Jackie Lawson, Recording Secretary to the District Board of Health is the person designated by the District Board of Health to respond to requests for supporting materials. Ms. Lawson is located at 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.