

## Staff Report

### Board Meeting Date: June 27, 2024

**DATE:** June 20, 2024

**TO:** District Board of Health

**FROM:** Olivia Alexander-Leeder, Senior Environmental Health Specialist  
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**SUBJECT:** Recommendation for reappointment to the Food Protection Hearing Advisory Board as members. Staff recommends the reappointment of Mr. Jay Rathmann for a three-year term beginning on July 1, 2024, and concluding on June 30, 2027, and the reappointment of Ms. Rose Wolterbeek for a three-year term beginning on July 1, 2024, and concluding on June 30, 2027; Applicants include: Peter Cencer, Jimmy Yim, Scot Munns, and Diana Christensen.

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### **SUMMARY**

By the District Board of Health Regulations Governing Food Establishments (food establishment regulations) Section 240.085, Creation of the Food Protection Hearing and Advisory Board, staff is recommending the District Board of Health (DBOH) re-appoint Mr. Jay Rathmann and Ms. Rose Wolterbeek for three-year terms to the Food Protection Hearing and Advisory Board (FPHAB).

### **District Health Strategic Priority supported by this item:**

- 2. Healthy Environment:** Create a healthier environment that allows people to safely enjoy everything Washoe County offers.

### **PREVIOUS ACTION**

The FPHAB member appointments occurred in June 2022. During the June 2022 meeting, the DBOH agreed with staff's recommendations for the following initial appointments:

- Reappointment of Mr. Thompson for a three-year term (July 1, 2022 - June 30, 2025); a member of the local food industry
- Reappointment of Mr. Pinocchio for a three-year term (July 1, 2022 - June 30, 2025), a member of the local food industry
- Reappointment of Mr. Chaump for a three-year term (July 1, 2022 - June 30, 2025); a member of the local food industry
- Reappointment of Mr. Romm for a three-year term (July 1, 2022 - June 30, 2025); a member of the local food industry
- Initial appointment of Mr. Rathmann for a two-year term (July 1, 2022 - June 30, 2024); a member of the local food industry
- Initial appointment of Ms. Wolterbeek for a two-year term (July 1, 2022 - June 30, 2024); a member of the local food industry
- Initial appointment of Ms. Elkins for a one-year term (July 1, 2022 - June 30, 2023); a member of

Date: June 27, 2024

Subject: Recommendation for Reappointment to the Food Protection Hearing and Advisory Board

Page: 2 of 3

the local food industry

During the July 2023 meeting, the DBOH agreed with staff's recommendation to reappoint Ms. Lanaii Elkins for a three-year term to the FPHAB beginning July 1, 2023, and concluding on June 30, 2026.

## **BACKGROUND**

The FPHAB, as established in the food establishment regulations, considers appeals of notice of violation issued by NNPH and assesses petitions for variances authorized by the regulations. The FPHAB consists of seven members, and at least two (2) members must represent the food service industry. Initial term appointments to the board were for a one-, two-, or three-year term, with each succeeding appointment required to be for a period of three (3) years.

The FPHAB has met twice since the initial appointment of board members in June 2022. Here is the current list of FPHAB board members:

<b>Member</b>	<b>Qualification</b>	<b>Term Expires</b>
Lanaii Elkins	A member of the local food industry	June 30, 2026
J.P. Pinocchio	A member of the local food industry	June 30, 2025
Christopher Thompson	A member of the local food industry	June 30, 2025
Christopher Romm	A member of the local food industry	June 30, 2025
Michael Chaump	A member of the local food industry	June 30, 2025
Jay Rathmann	A member of the local food industry	June 30, 2024
Rose Wolterbeek	A member of the local food industry	June 30, 2024

Solicitation for interest in serving on the FPHAB is an ongoing and open recruitment process that allows applicants wishing to serve on the FPHAB to apply directly using instructions on the EHS website. Since two member's terms were set to conclude on June 30, 2024, EHS staff sent out a notice of the upcoming position vacancy via the EHS Food Safety Listserv, which contains a voluntary email distribution list to community partners in the food safety space and NNPH press release announcing the openings on the FPHAB.

To date, EHS staff have received six (6) applications, which are attached to this report. Due to the technical nature of this advisory board, staff used the following criteria when making the recommendation to the board:

- Food Safety Technical Knowledge
- Diversity and Depth of Food Establishment Operation / Construction Experience
  - Small Business / Manufacturing / School Kitchens
- Community Service History / Board Experience

Staff reviewed the applicant pool and recommends the following candidates to the Board for appointment:

Date: June 27, 2024

Subject: Recommendation for Reappointment to the Food Protection Hearing and Advisory Board

Page: 3 of 3

- Mr. Rathmann has extensive technical and operational experience as a food establishment business owner utilizing and developing complex food processes such as Reduced Oxygen Packing, curing, and HACCP plans. Mr. Rathmann is a Certified Food Protection Manager and an active member and participant in the local food industry through the various culinary associations and boards he serves on.
- Ms. Wolterbeek has extensive operational experience in the food service industry related to the National School Lunch programs. She has worked in multiple states and counties, overseeing food service operations to high-risk populations (children). She is also a Certified Food Protection Manager and served as the General Manager for the Nutrition Services Department of the Washoe County School District.

Staff are confident the applicants being recommended for reappointment to the FPHAB will continue to provide a wide range of experience, knowledge, and expertise to help address food safety issues in Washoe County and will represent our community interests well.

### **FISCAL IMPACT**

As these are voluntary positions, no fiscal impact to Northern Nevada Public Health will be associated with the reappointments.

### **RECOMMENDATION**

Staff recommends that the board reappoint Mr. Jay Rathmann to a three-year term beginning on July 1, 2024, and concluding on June 30, 2027, and re-appoint Ms. Rose Wolterbeek to a three-year term beginning on July 1, 2024, and concluding on June 30, 2027, to the FPHAB.

### **POSSIBLE MOTION**

Should the Board agree with the recommendation, a possible motion would be:

1. “Move to reappoint Mr. Jay Rathmann for a three-year term beginning on July 1, 2024, and concluding on June 30, 2027, and reappoint Ms. Rose Wolterbeek for a three-year term beginning on July 1, 2024, and concluding on June 30, 2027, to the Food Protection Hearing and Advisory Board”.

or, should the Board wish to consider an alternative motion, the possible motion may be:

1. “Move to appoint (*name of applicant*) to the Food Protection Hearing and Advisory Board for a (three-year) term beginning July 1, 2024, and concluding on June 30, 2027,” or
2. “Move to continue the item to the next meeting to allow for additional consideration by the Board.”