

**Minutes of the State of Nevada**  
**Board of Registered Environmental Health Specialists**  
**August 18, 2005 -1:15 pm**  
[Approved at Meeting of November 18, 2005](#)

**Location:** Suncoast Hotel and Casino – Ballroom A  
9090 Alta Drive  
Las Vegas, Nevada 89145

**Quorum Present:** Teresa Long, Chairman Elect  
Peter S. Allen, R.E.H.S., Chairman  
Daniel J. Maxson, R.E.H.S., Secretary  
Cynthia L. Ulch, R.E.H.S., Member  
Karen Dorsey, FMP

**\*Clark County Health District (CCHD) \*\*Environmental Health Specialist (EHS)**

Name	Title/Organization	Name	Title/Organization
Peter S. Allen, R.E.H.S.	President Environmental Services, Ltd.	Teresa Long	
Daniel J. Maxson, R.E.H.S.	EH Supervisor, CCHD	Cynthia L. Ulch, R.E.H.S.	Public Health Rating & Survey Officer Nevada State Health Division
Karen Dorsey	Ellis Island	Dan Slater	EHS, CCHD
Chris Card	EHS, CCHD	Nancy Hall	Sr. EHS, CCHD
Frank O’Sullivan	Frank O’Sullivan Consulting	Don Barker	Boyd Gaming
Brett Hendricks	EHS CCHD	Jack Anderson	Coast Casinos
Heather Hall	Coast Casinos	Steven Ross	LV Valley Water District
Francis Allen	State Assembly	Terry R. Stephens	NV Dairy Commission
Adina Ombadykow	EHS, CCHD	Angela Jones	Sr. EHS, CCHD
Valerie Fidler	EHS, CCHD	Whitnie Jones	EHS, CCHD
Richard Elloyan	NVHD, State of Nevada	Erica Ryan	NVHD/BHPS, State of Nevada
Norm Marrah	NVHD, State of Nevada	Donna Rozell	NVHD, State of Nevada
E. Douglas Pushard	Pool/Spa Hydraulics & Plans	Darrell Wisner	EHS, CCHD
Vivek Raman	Sr. EHS, CCHD	Brad Gore	EHS, CCHD
Kathleen Harley	Sr Env Washoe County	Donna Houston	EHS, CCHD
Eddie Ridenour	EHS, CCHD	Chrissy Lin	EHS, CCHD
Becky W. Purkey	EHS II, Washoe County	Robert Sobsey	RS, Washoe County
Bryan Wagner	EHS II, Washoe County	Kinley Goodman	Sr. EHS, CCHD
Robert Urzi	Sr. EHS, CCHD	Eduardo Rubic	EHS, CCHD
Belinda Bober	EHS, CCHD	Ann Anders	EHS, CCHD
Ben Heyer	EHS, CCHD	Jodi Brounstein	EHS, CCHD
Jamie Hulbert	EHS, CCHD	Lisa Coggins	EHS, CCHD
Carol Culbert	EHS, CCHD	Christy Munaretto	EHS, CCHD

### **1. Call to Order**

Secretary Maxson called the meeting to order at 1:15 pm. A quorum was present and the meeting had been duly noticed. At this time, item #3 was taken out of order to elect a Chairperson. Upon motion made, seconded and passed unanimously, Teresa Long was elected Chairwoman. She then took over chairing the meeting.

A motion was made, seconded and passed unanimously to take item #8 out of order at this time. See item #8.

### **2. Introduction of New Board Members**

The Board members introduced themselves.

### **3. Election of Chairman**

See item #1 above.

### **4. Election of Secretary**

Chairwoman Long nominated Secretary Maxson. Secretary Maxson commented that he can do it for a short period of time as he will be retiring from the Health District. Secretary Maxson noted that Darrell Wiser would be willing to take over the position at the appropriate time. It was motioned, seconded and carried unanimously for Secretary Maxson to be secretary until such a time as he would not be able to continue the duties and at that point Darrell Wiser would step in as Secretary.

### **5. Review, Amend and Approve Past Draft Minutes (Reno Meeting, May 10, 2005)**

It was motioned, seconded and passed unanimously to accept the minutes as presented.

### **6. Review Secretary's Report**

Secretary Maxson presented the Secretary's report stating that as of July 23, 2005 the checkbook balance was \$4,719.84. Secretary Maxson also commented that part of his files is still in boxes as he recently moved.

### **7. Recognition of Individual Efforts on Behalf of the Board: Senator Bernice Martin Mathews – Plaque of Appreciation to be presented at a later date**

This award will be presented to Senator Mathews at a later date.

### **8. Presentation of Honorary REHS Certificates**

It was noted that Assemblywoman Francis Allen was very instrumental in getting her Assembly Bill (AB 260) passed. Past Chairman Pete Allen commented that Assemblywoman Allen is referred to as "Our Hero." A lot of people helped Assemblywoman Allen, but she stepped up to the plate and hit the home run. This Bill is a very momentous occasion for the Board.

Secretary Maxson stated that it all started when Assemblywoman Allen knocked on his door when she was running for the Assembly and Secretary Maxson asked her to introduce a mandatory REHS Bill. She kept legislation alive and got other people involved. Assemblywoman Allen is the first person, other than an REHS, to receive this award. Assemblywoman Allen was then presented an Honorary REHS Certificate.

### **9. Presentation of Career Award – Discussion and Call for Nominations**

Secretary Maxson presented this Career award to E. Douglas Pushard. Mr. Pushard has worked his entire adult work life in the Environmental Health field, starting in 1948. He worked for 28 years for the Clark County Health District. Mr. Pushard has been a mentor for many EHS' and has worked enthusiastically for public and environmental health.

Mr. Pushard thanked the Board and the many people he worked with and came in contact with. Mr. Pushard read the language on the plaque to the attendees.

### **10. Report on Provisions of AB 260 (Mandatory Registration)**

Chairwoman Long called for questions regarding this bill. The questions and discussion items are listed below:

- Eddie Ridenour questioned if Section 6, Subpart 2C applied to CEM's.
  - Secretary Maxson commented that there are a large number of CEM's. The Board does not want them to be forced to register. There could be a conflict if they were REHS' and CEM's.
- Steven Ross, from the Water District, questioned if they would be exempt from registering.
  - Secretary Maxson stated it was the intent for the operators to be registered. Those that oversee the operations would be grandfathered, provided they were working prior to July 1<sup>st</sup>.

### **11. Begin Discussion of Changes to NAC 625A Required Post-Mandatory**

It was motioned, seconded and carried unanimously to form a sub-committee to work on drafting language to reconcile the AB with NAC 625. It was determined that this should happen over the next three to four months. The sub-committee will be comprised of: Past Chairman Allen, Don Barker, Jack Anderson and Secretary Maxson.

### **12. Discussion and Possible Action on Administrative Changes Required Post-Mandatory Registration, to Include Hiring of Staff, Rental of Office Space, Purchase of Equipment and Installation of Utilities, Handling of Applications, Renewals, etc.**

There was discussion on how to handle tracking, CEU's, grandfathering, etc. AB 260 states that you have a year to get your application back to the Board; then you have a year after that to complete your course. The deadline is July 1, 2006.

Secretary Maxson commented that he has spoken to Glenn Savage, Director of Environmental Health for CCHD, and upon approval by CCHD's Administrative Department, will be able to provide the Board a small office at no charge. The Board would have to get a phone and a fax machine. If this space is accepted by the Board, it will be very convenient for the incoming Secretary, Darrell Wiser, as he works for the CCHD.

Mr. Pushard asked if there would be bonding for those handling money. Secretary Maxson commented that there is no requirement for bonding and there have been no problems in the past. Currently the Board has no provision for auditing however the recordkeeping is subject to review

at any time. Records are kept for five years. It was noted that money is an issue with bonding as the Board has little funds. There will be more money coming in when the mandatory registration takes place.

Member Ulch commented that the Board should take CCHD and Glenn Savage up on his offer of office space. Right now Secretary Maxson and Past Chairman Allen have been doing the work in their “basements.” The Board needs professional staff.

Secretary Maxson commented that several companies process CEU’s online, which would save the Board some overhead. Chairwoman Long stated that the National organization would render their services for \$7.00 per person. They would want us to submit a spreadsheet. If you are already submitting to Nationals, there wouldn’t be a fee.

There was discussion on the pros and cons of having Nationals track CEU’s vs. tracking them locally. Chairwoman Long commented that it would probably be easy for us to locally institute a database. Secretary Maxson assured Chairwoman Long that is not an easy task. It would cost us more than if we enlisted National, who already has a database. Member Ulch commented that she is familiar with the National organization and that they are in tune with what good environmental health training looks like.

It was motioned, seconded and carried unanimously that the Board would contact the National organization to determine if it is feasible for them to track the CEU’s for us. Chairwoman Long will be the point person to contact Nationals.

It was motioned, seconded and carried unanimously that Secretary Maxson would re-confirm the offer for office space with CCHD Director Savage. Secretary Maxson will also try to see if he can get a fax machine. If the offer falls through, this issue will be brought back to the Board at the next meeting. Chairwoman Long commented that Washoe County would probably be able to supply office space. Member Ulch commented that if one jurisdiction isn’t able to offer space, others probably would, i.e., Washoe or Carson City.

Methods of processing applications and renewals; scanning of documents and emailing them back and forth, doing them in batches and relaying meeting information was discussed. It was noted that one of the more arduous chores would be doing the cards and certificates. It was suggested that the recording secretary could help with this.

Jim Pierce is the Webmaster for the site and he would like to get the information and forms online as soon as possible. He could put them in a PDF format so you could type right on them.

Secretary Maxson commented that he was not sure of the procedure for fingerprinting documents. According to Section 17 (b) ...a complete set of fingerprints and written permission authorizing the Board to forward the fingerprints to the Central Repository for Nevada Records of Criminal History for submission...must be submitted. Member Ulch volunteered to research this and get the proper information and procedures to Webmaster Pierce for our Website. Jodi Brounstein asked when this would take place. Member Ulch stated that when she gets back to her office on Monday she will go visit the “friendly sheriff” to garner information. This

information should be on the Website soon. Secretary Maxson commented that we need to have the final legal copy of AB 260 so we can cite it correctly. Past Chairman Allen commented that there is no approximate date yet.

Webmaster Pierce stated that when legislation passes into law it sometimes takes months and months to codify. You can refer to NAC 625A when you post it on the Website.

Ben Heyer stated that when he was hired by CCHD 10 years ago he was fingerprinted and received a Sheriff's Card. Is that sufficient? Secretary Maxson commented that if he is registered with the State that may be all that is necessary.

Dan Slater questioned how Section 8, Subpart B affects new staff. Are they exempt? Chairwoman Long stated that the Board is the enforcing entity and they aren't going to begin enforcement until they are ready.

Dan Slater asked what the benefit of fingerprinting is. Secretary Maxson stated that there is a moral law. You could be a "Martha Stewart" felon or a murderer felon. The Board has some discretion when it comes to determining status as an REHS.

### **13. Discussion and Possible Action of Registration and Renewal Fees**

This item was combined with item #12 above.

### **14. Discussion of SOP's which can be Posted on the REHS Board Website, Handling of Applications, Proposed Method for Discipline, etc.**

It was motioned, seconded and carried unanimously to table this item.

### **15. Discussion of the "Letter to Environmentalists" and the key people "Contact List" and their Effectiveness as Communication Tools**

Past Chairman Allen stated that the Board initiated communication via letters three years ago to keep its members apprised of pertinent issues. This has been an effective tool. Past Chairman Allen has a contact list, which he will forward to Chairwoman Long. Chairwoman Long will write a letter to all members supplying them with information from this meeting. The "Draft" minutes will be included.

### **16. Discussion of NRS 622 and its Requirements Pertaining to the Board: Quarterly Disciplinary Action Report, Biennial Reports, Tally of Registrants, Certain Disclosures, Forms, Ticker File, Records Retention Schedule, Use of New Electronic /Paper Filing System**

Chairwoman Long is formulating a list to stay in compliance with this requirement. Secretary Maxson volunteered to set up a calendar and pass it on to Darrell Wiser. It was motioned, seconded and carried unanimously for Secretary Maxson to proceed.

### **17. Discussion of Possibility of Combining Administrative Functions and Workspace of the REHS Board with the Nevada Environmental Health Association**

Secretary Maxson commented that this sounded good at the time. We had been accused at one time, by a Senator, of being a "Country Club." Now with the passing of mandatory registration

we are getting respect. Past Chairman Allen commented that he thought combining may be a good idea. He believes that with 250-300 REHS' the "Country Club" should not rear its head.

There was much discussion on this issue. Each entity would stay independent to some degree. Webmaster Pierce commented that if indeed we are professional, the two need to be separate. Member Dorsey noted that the Board was established in the early 1970's and that NEHA goes back to 1959. Steve Ross commented that a lot of organizations develop an "agreement" to share resources. Nancy Hall noted that we can share some resources, such as CEU's, but keep records separately with the help of the Recording Secretary. Member Ulch commented that we don't want to have records switched back and forth by clerical. Past Chairman Allen will research this issue and re-visit it with the Board in six to eight months.

Ann Anders mentioned that perhaps NEHA staff and the Board staff could be combined.

Nancy Hall commented that unless registered you cannot use REHS and perhaps a timeline would be in order. Secretary Maxson stated that this Board is not going to take punitive action against a member when it comes down to a few months. Secretary Maxson further stated that if you read AB 260 in conjunction with NAC 625A you can get a good feel of timelines. Member Ulch commented that the big thing is to get the applications out.

Ann Anders asked if someone is certified through National whether or not the Board can take that away. Secretary Maxson commented that it cannot. Chairwoman Long noted that a lot of people are in the same boat.

Dan Slater commented that National will be offering reciprocity for one year. Can the Board find out when this window starts. Chairwoman Long stated that it starts as soon as you are recognized with Nevada. You have a one-year window to sit for the test. This is a one-time deal only. The old contract went into effect August 1, 2005. Changes can be made until September 1, 2005. Chairwoman Long will need a list of everyone registered in Nevada so she can send it to National.

Jamie Hulbert and Eduardo Rubic questioned how it would work for EHS' with less than two years, who won't be registered until 2007. Chairwoman Long stated she will ask Heidi, who is the expert at National, and relay the information.

Bryan Wagner questioned if National recognizes military exemption. This was a tricky issue. At the legislation, SEIU had demands that had to be met before they would agree to sign off on the Bill. If military has two years of experience, but doesn't meet the education, they will be allowed to sit for the test. They have to submit all experience to the Board to determine if they meet the criteria without having a Bachelor's Degree. The bottom line is if you get in within the window everyone should be okay.

Nancy Hall commented that those who attended today's meeting, and are not REHS', won't get CEU's. Chairwoman Long confirmed that is correct; you can't get CEU's if you are not registered.

There was discussion on logs vs. individual certificates for CEU's. Member Ulch commented that National is getting tough. When she went to the convention in Rhode Island, even if you were there the whole time, signing in/out as required, you did not receive credit until you completed each required individual form.

Member Ulch stated that ORAU is a great Website that lists courses that are acceptable to National for CEU's.

#### **18. Discussion and Possible Approval of Contract for Recording Secretary**

It was motioned, seconded and carried unanimously to hire Sandy Bigley as the Recording Secretary, at the rate of \$20.00 per hour. Member Ulch will develop a contract.

#### **19. Review and Discussion of Possible Memorandums of Understanding with the Human Resources or Personnel Departments of Agencies affected by NRS 625A Regarding Delinquent Non-Compliant Registrants**

It was motioned, seconded and carried unanimously to table this item, along with item #14.

#### **20. Review and Discussion of Techniques to Expedite the Review of New Registration Applications Including Improved Verification Requirements of all Applicants**

There was discussion on this item regarding reciprocity and verifications from other states. Most people are registered with National. It was motioned, seconded and carried unanimously for SOP's to be written for this item. Secretary Maxson will write the SOP's and bring them forth to the Board.

#### **21. Review and Discussion of an Updated Application Form and Associated Instruction Sheet Covering the New Fingerprint Requirements and REHS Trainee Position**

It was determined that a separate trainee application needs to be provided, to include who, what, where and when, as well as fingerprint requirements. It was motioned, seconded and carried unanimously that Chairwoman Long will write the application and Member Ulch will promulgate the fingerprinting requirements.

#### **22. Discussion of Status of REHS Library**

Member Dorsey posed the question to the attendees asking if they have availed themselves to the REHS library. Most had not, but would like to know what is available. Member Dorsey stated that the Library is physically located in Las Vegas at the NRA. Past Chairman Allen commented that he had received four inquiries in three years. Member Dorsey stated that we need to communicate the resources available via our Website.

#### **23. Public Comment – Please note that no action may be taken on any matter raised during the Public Comment period, unless such matter itself has been specifically listed above as an action item.**

Webmaster Pierce will put the questions and answers from this meeting on the Website. Recording Secretary has attached a copy to these minutes.

Dan Slater asked if office space is going to be utilized at CCHD, perhaps it should be considered to move the Library there. Secretary Maxson stated that there is an issue because to check out

the material there is a deposit. Credit cards are also a consideration. At one time there were about 300 books at CHD that disappeared. Someone would have to be hired to be directly responsible for fees and tracking of material.

Chrissy Lin commented that by having the Library at the NRA it makes the material available to the entire County vs. just CCHD.

Vivek Raman commented that as someone who spent time and money and sat for the exam it's an irritant that National will grandfather. Chairwoman Long commented that she shares his emotion, but there is nothing that can be done. There were discussions and tremendous resentment, however if we take that thought we would not be here today getting everyone registered. Secretary Maxson commented that it is the right thing to do for the career.

Steve Ross commented that he doesn't want it; he is certified in many fields, but realizes he won't have a choice.

Member Dorsey commented that there are people who have been in the field for 38 years. There is a cross fire of emotions, however; "It is what it is and we have to move forward."

Donna Houston asked if it would be possible to have two classifications of REHS', say REHS I and REHS II. Chairwoman Long stated that they tried for that but it was shot down in the legislature.

Past Chairman Allen commented that earlier when we honored Mr. Pushard he wanted it noted that Mr. Pushard was on Past Chairman Allen's original certificate as the First Chairman of the First Board!

Member Dorsey asked, for the record, if Don Barker had a relative named Dennis Barker. (No).

Member Dorsey would like someone on the Board to review the American \_\_\_\_\_.

Member Dorsey asked for a round of applause for the new Chairperson who had chaired her first meeting without having advance notice. (Applause).

#### **24. Set Date for Next Meeting**

The next meeting is set for November 17, 2005 at Ellis Island Casino in Las Vegas at 9:00 am.

#### **25. Adjourn**

There being no further business, the meeting was adjourned at 3:15 pm.

Respectfully submitted,

Sandy Bigley  
Recording Secretary