

MINUTES

NEVADA STATE BOARD for REGISTRATION
of
PUBLIC HEALTH SANITARIANS
South Auditorium
Washoe County Health District
Reno, Nevada

August 21, 1991

Present on the Board were:

James Begbie, Secretary
Clare Schmutz
Darrell Rasner
(There was a quorum per NRS 625A.040.3)

Others Present:

Page Underwood, Deputy Attorney General
James Pierce

Members of the Audience:

Carl Cahill
Dave Minedew
Jeanne Rucker
Robert Sibsey
John Fuller
Bob Tankersley

Call to Order

Mr. Begbie called the meeting to order at 10:06 a.m.. He introduced Mr. Rasner as the new Board member appointed by the State Health Officer.

Approval/Additions/Deletions to the Agenda

Mr. Begbie asked the Board members if they had any changes or additions to the agenda. There were none.

MOTION: Mr. Schmutz made a motion to approve the agenda, seconded by Mr. Rasner. Motion passed unanimously.

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The next order of business was the election of a new chairman.

MOTION: Mr. Darrell Rasner made a motion to nominate Mr. Schmutz, this was seconded by Mr. Begbie and passed.

Chairman Schmutz assumed his new duties from this point on.

Minutes for the January 15, 1991 Meeting

The minutes for the last meeting were not received by Board members, they would be distributed later.

Budget (Final Approved Budget/Biennial Audit)

Mr. Begbie presented his report concerning the Approved Budget. The budget as presented to the Budget Office was essentially unchanged. The report was made available to those in the audience.

There was some problems with payment to the Professional Examination Services, this was not addressed in the final budget. It was felt that things would work out.

Comments were elicited from the audience. There were none.

The Biennial Financial Audit was discussed by Mr. Begbie. He said that the Board was given the option of annual or biennial audits. The Board chose biennial. Three firms were looked at to do the audit. There was very little response or interest since the Board's financial records were limited and apparently not worth the effort. The only company interested was Kafoury Armstrong which did the last biennial audit. Mr. Begbie recommended that firm to do the biennial audit.

MOTION: Mr. Begbie made a motion to use Kafoury Armstrong as the firm to conduct the audit. Seconded by Mr. Rasner. There was no more discussion by the Board and the public had no comments. The motion passed unanimously.

Registration/Testing-Update

Mr. Begbie stated that there were two exams given for Washoe County Health District staff and one passed. The new registrant was Mr. Tankersley. Mr. Tankersley was officially recognized as having passed the exam and being registered with the Board. It was further noted that Mr. Tankersley was the only person to successfully pass the exam under the statute (NRS 625A.110) which permits those without degrees to take the exam if they meet other specific conditions, including passing the exam.

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Since the deadline was at the end of June of 1991, there was a lot of pressure on him and other staff members.

Mr. Schmutz state that four Clark County Staff members took the exam and that three of the four had to meet the deadline in June. Only two passed and two others who had taken the exam the second time did not pass and those individuals were no longer eligible to take the exam.

The next matter for discussion were fees such as testing fees for the exams. Mr. Begbie said that the Board adopted \$100 per exam and subsequent exams were still \$100. The actual cost for the second exam was \$60. He recommended that the second exam fee be reduced to \$75 which is the cost of the exam and an administrative fee to other Board costs. He also felt that the Board could reimburse applicants the difference, retroactive to July 1990. Refunds to applicants would be sent to them.

Ms. Underwood asked whether the fees were adopted by policy or regulation. Mr. Begbie said by policy. She said that the Board could adopt by regulation, a retroactive refund. She recommended that the Board adopt all fees by regulation and not by policy. The members understood and decided to place the fee schedule matter on the agenda for another Board meeting.

Continuing Education Requirements/Discussion

Mr. Begbie stated that this year will require the processing of registrants with respect to continuing education. He felt there was a need to develop a system which will not add a paper burden; there was a need to keep the work to a minimum. Letters sent out last year only asked for the renewal fee of \$25. This year the letter will have to ask for contact hour documentation. It should also include a list of organizations and courses approved by the Board.

Mr. Schmutz said that Mr. Pierce sent a certificate to participant of the Nevada Environmental Health Association's (NEHA) Ely education Conference which indicated 9.25 CEUs which should have been 9.25 contact hours. There was a letter sent by Mr. Pierce correcting the mistake. He felt this was one way to document the requirement for continuing education.

Mr. Begbie asked NEHA to help the Board document and submit records to the Board for registrants. NEHA members in the audience and Board murmured agreement.

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There was some discussion regarding specific organizations listed by statute which the Board must accept. Mr. Begbie read the list from the statutes.

Mr. Cahill spoke about a conference that he and other public health program managers attend on a regular basis for one week at a time. He said the meetings were very beneficial and applicable to public health. He asked, how can he or what does he need to do to document the education received? He suggested a letter could be sent from the organization to the Board.

Mr. Schmutz thought that a letter and conference documentation would be acceptable. Mr. Rasner said that he thought that Mr. Cahill could go through the National (National Environmental Health Association), since they analyze and certify courses.

Mr. Pierce then spoke about the process of documentation. He said that the National had an application which had to be completed and that the NEHA certificates were developed for those who were not members of National. He said that non members of National could still apply for CEUs through National for a small fee.

Ms. Underwood stated that the process of documentation of CEUs will cost the Board money and that it should be aware of this and act accordingly.

Mr. Minedew then spoke and commended Mr. Pierce for his efforts in documentation of continuing education and with work with NEHA.

Mr. Cahill then stated that he felt that charging extra for the documentation would not be a problem. He would accept an extra fees as part of what had to be done and didn't object to it.

Mr. Begbie then recommended the Board consider raising the renewal fee to cover not only CEU documentation but all costs to the Board. He said that the current fee wasn't very high and that raising it should be done.

MOTION: Mr. Begbie then made a motion for the Board to adopt the National's application as a method for registrants to document their CEUs. It was seconded by Mr. Rasner. There was no further discussion. The motion was passed unanimously.

The issue of what was meant by 10 contact hours was brought up by Mr. Begbie. It has been suggested that some people might construe 9.75 hours as 10. Would rounding be allowed? Mr. Rasner responded by saying that the law requires 10 contact hours and to him that meant 10 or more, not less than ten. Mr Schmutz agreed.

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Mr. Tankersley asked about the deadline for CEUs, the answer was December 31st.

Mr. Begbie brought up the need to consider prorating CEUs for those who become registered after the first of the year. This matter was not addressed either by statute or regulation.

Mr. Tankersley asked whether a form will be sent out to registrants. Mr. Begbie said yes, probably mid November along with the renewal notice letter.

Resolution to Recognize Dave Minedew

Mr. Schmutz read a resolution recognizing Dave Minedew for his knowledge and education in public health and for his efforts and accomplishments during his tenure a Chairman of the Board from June 1990 to June 1991. His efforts in improving the public health for Nevadans was officially recognized.

MOTION: Mr. Begbie made a motion to accept the resolution to recognize Dave Minedew. It was seconded by Mr. Rasner. There was no discussion and the motion passed.

Mr. Minedew accepted the certificate and thanked the Board.

Establishing Board Newsletter/Timelines

Mr. Rasner discussed the need for the Board to have a newsletter as a way to get more participation from registrants.

The news letter could be issued one month after a regular Board meeting and be two to three pages in length.

Mr. Begbie commented that the newsletter idea was a good one and asked how the newsletter was to be developed and produced? Who would be responsible? Mr. Rasner offered to assist.

It was suggested that a copy of the minutes be included as part of the package. Also, registrants could also be told how to put items on the Board's agenda. It was the consensus that an agenda synopsis be used not the minutes. This would make things more clear. The synopsis would list the agenda items and give a brief statement as to what the Board's action was.

There was no public input.

Items for Discussion/No Action

Issue One

Mr. Minedew asked about when the plaques for Web Hunter and Doc Mastrionni be officially presented. Are they available and ready? Mr. Rasner said "yes" and that they needed to be presented. There was the thought that they could have been presented this meeting but things didn't work out.

Issue Two

Mr. Minedew said that a "sunset crisis" may be coming up which may affect the Board. He said we didn't need to loose ground and we needed to let everyone know about this issue.

Mr. Begbie said that the Board needs to be proactive and discuss the issue with the Governor's staff. The Board should not be in a defensive position. This is what happened in the late seventies when the R.S. Board was dissolved.

Mr. Schmutz said that the Board needs to begin working on the problem. He said that recent articles in the Las Vegas papers indicate that many people feel that there are to many boards and many were not needed.

It was suggested that this matter be included in the newsletter with copies of the articles, including one from the Sparks Tribune which was published recently. That article stated that a State Boards Commission was formed and would decide on board's fates.

Mr. Cahill said that the Chairman of the Board needed to respond to the articles by sending the newspapers information about the Board, explaining what it was all about and the need for it.

Mr. Rasner said we needed to start right away. He asked who was to meet with the Governor's staff? Mr. Begbie said that the Chairman and Mr. Rasner should probably meet with them.

Ms. Underwood recommended the Board show that there is a low liability from the Board's actions and that it is self funded/self supporting, no salaries and follows proper procedures when it conducts business. She explained that there have been other boards which acted improperly and affected the livelihood of registrants. She said that other board have been anti-competitive and actually discourages others from being licensed. She said that she did not see such an attitude from this board. She said the Board needed to show that it encourages new applicants.

The Board was in general agreement that something must be done and quickly.

Issue Three

Mr. Cahill brought up another issue with respect to registration and specific positions within the Washoe County Health District. The County Personnel Department may consider requiring registration for Environmentalist II and Environmentalist Supervisor positions. He requested support from the Board for the requirement; that the board could show Personnel that there were benefits to registration.

Mr. Begbie said he wasn't convinced that this was the Board's function because the Board was restricted in what it could recommend. He brought up the issue of the Board recommending the study materials for the exam which had to be resolved by legal counsel.

Mr. Cahill said he asked for a letter of support from National but they did not respond due to "right to work" and other issues.

Discussion followed concerning the National's requirements for their registration.

Ms. Underwood said that the Board could require an exam and applicants to pass it but can't require membership in the National as a condition of registration.

Apparently there was some confusion with respect to National's requirements for registration. Whether they require membership with the association as a requirement for registration. The National does not require membership.

Mr. Rasner said that the State requires registration for the Environmentalist III level and that had been in place for about five years. The requirement is for registration, national or otherwise and that membership in National was not required.

Mr. Begbie said that the state statutes require registration with the Board before anyone could say that they were registered.

The general feeling of the Board members was that the Board could give Washoe County Personnel Department a letter explaining the Board and registration.

Ms. Underwood recommended that this issue be an agenda item for another meeting.

The board decided that a letter could be drafted by Mr. Cahill for action at the next meeting.

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Issue Four

Mr. Minedew suggested that the Board look at reciprocity. Mr. Begbie said that the statute allows reciprocity only for those registered with National. To allow reciprocity with other states, the law would have to be changed.

Mr. Sobsey said that the Board may be liable if it doesn't allow reciprocity from California for example, which has more stringent requirements than of the National.

Ms. Underwood said that it would be difficult for the Board to evaluate each state's registration process and determine whether it would be acceptable.

Mr. Begbie said that registrants who wished to change the Law would have to go to the Legislature but the Board should not initiate this sort of action.

There was some discussion about the fact that the Board back in the seventies refused to accept California's registration because it did not accept Nevada's. That was what reciprocity was all about, accepting one for the other. The consensus was that National Association needs to play a bigger role in this matter, at least on the nationwide.

Ms. Underwood had a question regarding NRS 625A.110.2... why is there a requirement for work experience? It was explained by Mr. Begbie that the statute was actually a grandfathering mechanism to permit qualified individuals to be registered if they worked for a health department and could pass the exam.

Mr. Rasner said that the statute was a compromise to allow qualified individuals to become registered sanitarians.

Issue Five

Mr. Begbie stated that the new open meeting law now requires that every agenda have an item on it which allows public comment. This was referred to as an open ended agenda. Public comment of any kind must be solicited and allowed. The language of that particular agenda item will be established to meet the requirements of the law. He said that the Board was way ahead of the game by allowing such comment before the October 1, 1991 which is the deadline for all public boards.

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Issue Six

Discussion concerned the next regular meeting. It was felt that the next meeting could be February 12, 1991 in Las Vegas. It was also felt that the Board will have to meet before that time to consider other issues such as continuing education.

There were no other public comments.

MOTION: A motion was made by Mr. Begbie to adjourn and this was seconded by Mr. Rasner. It passed unanimously.

The meeting adjourned at 11:15 a.m.

Prepared by:

A handwritten signature in cursive script, appearing to read "James E. Pierce".

James E. Pierce, R.S.
August 22, 1991