



State of Nevada
Board of Environmental Health Specialists

6170 Mac Anne Ave., Suite 1, Reno, NV 89523
(775) 746-9423 / Fax (775) 746-4105
www.nvrehs.org Email board@nvrehs.org

MINUTES OF PUBLIC MEETING

April 16, 2026

Members Present: Brian Northam, Amber English, James Barnes, Drew Skeen
Members Absent: Teresa Hayes
Staff Present: Loretta Ponton, Executive Director
Henna Rasul, Senior Deputy Attorney General
Public Present: Nikki Burns-Savage, Juan Gonzales

Brian Northam, Chair, called the meeting to order at 2:05 p.m. A roll call confirmed a quorum was present.

Public Comment - Chair Northam opened the meeting for public comments. There were no comments.

Public Workshop – Chair Northam opened the public workshop on regulation LCB File No. R008-26. Ms. Ponton summarized the purpose and content of the proposed regulation. Chair Northam asked if there were any public comments or comments from the Board. Hearing none, closed the public workshop.

Consideration of Public Comments – Having heard no public comments, Chair Northam called for a vote. Drew Skeen made the motion, seconded by James Barnes to approve the draft proposed regulation as presented. The motion passed.

Ms. Ponton explained a formal Public Hearing will be scheduled at the July meeting with formal adoption of the regulation at that time.

Approval of the Minutes - Chair Northam asked if there were any corrections or revisions to the minutes of January 15, 2026. Hearing no comments, called for a motion.

James Barnes made the motion, seconded by Amber English to approve the minutes of January 15, 2026. The motion passed.

Ratification of Registrations Issued by Staff – Chair Northam called for a motion.

James Barnes made the motion, seconded by Drew Skeen to approve the registrations as listed. The motion passed.

Department of Business and Industry, Office of Boards Commissions and Council Standards - Chair Northam called upon Loretta Ponton.

Ms. Ponton reported on the Attorney General's Office Opinion No 2026-03 requested by Director Sanchez, pertaining to "Boards and Commissions: First Amendment Activities, Funds, Governor Legal Opinions, Legislature; Lobbying and public bodies regulations".

In summary, "Title 54 agencies must ensure that any mandatory fees or dues imposed on members are used for activities germane to their regulatory purposes. While Title 54 agencies may thus hire or contract with lobbyists, they may only do so for activities germane to those agencies' purposes. In addition, the Governor cannot direct Title 54 agencies to lobby for initiatives or policies that are not germane to the executive agency's purpose."

The AGO also states Title 54 agency should not lobby for the agency's continued existence or for the specific structure of its governance.

Ms. Ponton reported that a second workshop on proposed regulation R074-25 was held on March 28th with over 50 individuals attending virtually, and that subsequently a Notice of Public Hearing and Intent to Act upon the regulation has been posted with no changes made because of public comments. The Public Hearing will be held on May 11th as an in-person only hearing video-conferenced between Las Vegas and Reno. No on-line virtual access for public viewing or oral comments will be made available. Written comments may be submitted on or before May 4, 2026.

Ms. Ponton provided a summary of pertinent sections of the regulations which would affect the Board and/or Board operations stating the regulation in general significantly increases the administrative and reporting burden for the Board staff, which may increase costs due to the increased workload. The regulation will impact smaller Boards with limited and/or part-time staff and resources more than larger boards with greater resources. Of particular concern relating directly to the Attorney General's Opinion on lobbying, is the requirement to track and report to the Office all legislative bills that may have an impact on the Board, not just those BDR's/Bills pertaining to the specific profession(s) regulated.

Chair Northam commented that the Department / Office is railroading the regulatory process without considering in good faith the input provided by the impacted parties. The Board discussed whether to provide written comments in opposition to the adoption of the regulation as written and whether written comments would be considered or would be a moot effort. There was a consensus that a letter should be submitted under the signature of the Chair and Vice Chair. Chair Northam called for a motion.

Brian Northam made the motion to submit a letter of opposition and written comments on regulation R074-25 under signature of the Chair and Vice Chair. Amber English seconded the motion. The motion passed.

Executive Director's Report – Chair Northam called upon Ms. Ponton.

Ms. Ponton directed the members to the written report and financial statements included in the Board materials. Ms. Ponton reported on lower registration statistics and summarized the FY 2026 third quarter financial reports stating new registrations continue to fall below projected/budgeted levels; however, renewals and EHST conversions to REHS are above projections. Lower applicant levels will impact future revenue in conversions and renewals. Ms.

Ponton continued with a report on Board office activities including updates to the Board website, legislative interim activities, state reporting, and audits of continuing education.

Ms. Ponton reported the contract with Albertson Consulting Inc. for the Board regulatory data system and website will expire November 15, 2026. A Request for Quote for continuation of the maintenance and support and enhancement and the website for ADA compliance was issued. A quote/proposal was received from Albertson Consulting, and after negotiations, the total cost for a four (4) year contract would be \$40,000. The members discussed the Summary and breakout by fiscal year including the increase in monthly fees, the need to update the website to ADA standards and whether there would be an early termination clause, if needed. Ms. Ponton explained the monthly fee has not increased for the past 4 years; that ADA compliance is a national and state requirement and that the contract would contain appropriate termination clauses. Ms. Ponton stated the new contract would overlap with the current contract to begin the website in July with the monthly fee increase beginning in November when the current contract ends.

Chair Northam asked if there were any further questions or comments on the Executive Director's report.

Amber English stated, in relation to the financial statements, that Northern Nevada Public Health has four open EHS positions that will not be filled. Brian Northam added that the SNHD is in a similar position. Chair Northam stated action on the Financial Reports and the Contract will be taken separately and called for a motion.

Amber English made the motion to approve the 3rd Quarter financial statements as presented. James Barnes seconded the motion. The motion passed.

Amber English made the motion, seconded by Brian Northam, to authorize the Executive Director to proceed with contracting with Albertson Consulting, Inc. as negotiated. The motion passed.

Report from Legal Counsel – No report.

Reports from Chair and Board Members/Future Agenda Items – Chair Northam stated he would not be available on the October 22, 2026, date; upon agreement of members, the date was changed to November 5, 2026. Ms. Ponton summarized the agenda items currently scheduled for the July 16, 2026, meeting.

Public Comment – Chair Northam open the meeting for public comments. There were no public comments.

Adjournment - Chair Northam adjourned the meeting at 3:00 p.m.