



State of Nevada  
**Board of Environmental Health Specialists**

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**MINUTES OF PUBLIC MEETING**  
**October 19, 2020**

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Members Present: Brian Northam, James Barnes, Drew Skeen, Amber English, Teresa Hayes  
Members Absent: None  
Staff Present: Loretta Ponton, Executive Director  
Henna Rasul, Sr. Deputy Attorney General  
Public Present: None

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Brian Northam called the meeting to order at 10:30 a.m.. A voice roll call confirmed a quorum was present.

**Public Comment:** There were no public present. Ms. Ponton reported James Barnes has been reappointed to the Board.

**Approval of the Minutes:** Brian Northam asked if there were any corrections or revisions to the meeting minutes of May 7, 2020. Hearing none, called for a motion.

Jim Barnes made the motion, seconded by Amber English to approve the minutes of May 7, 2020 as presented. The motion passed.

**Executive Director's Report:** Brian Northam directed the members to the written report and asked if members had any questions or concerns. Ms. Ponton stated the FY 2020 Balance Sheet Report as of the year ended June 30, 2020 is an action item.

Hearing no comments or concerns, Brian Northam called for a motion.

Jim Barnes made the motion to approve the FY 2020 Balance Sheet Report as presented. The motion was seconded by Drew Skeen. The motion passed.

**Administrative Collaborative Agreement:** Brian Northam stated he had reviewed the Professional and Occupational Licensing Boards Administrative Collaborative Agreement and is in agreement that the establishment of a collaborative is beneficial to all boards. There was consensus of members that the Board should support the collaborative.

Brian Northam called for a motion.

Amber English made the motion, seconded by Jim Barnes to approve participation in the Professional and Occupational Licensing Boards Administrative Collaborative Agreement. The motion passed.

**Registration Application and Documentation:** Brian Northam stated the proposed revision to the application and related documents would expedite the registration process. Loretta Ponton explained the benefits of removing the notary signature requirements and adding the option for Live Scan fingerprinting. The changes would allow for e-mail or fax submittal of applications and save approximately 2 weeks or more in processing time.

Brian Northam called for a motion.

Jim Barnes made the motion, seconded by Theresa Hayes, to approve the revisions and processes for registration application. The motion passed.

**Registrations:** Brian Northam asked if there were any comments or questions on the registrations issued by staff.

Amber English asked what time period was covered by the listing as one new hire was not listed. Ms. Ponton stated it was since the last meeting date. Any new registrant not listed would be on the next meeting list.

Brian Northam called for a motion.

Jim Barnes made the motion, seconded by Amber English to ratify the registration actions taken by staff as listed in Exhibit A as presented. The motion passed.

**Report by Deputy Attorney General:** Henna Rasul stated she had no report.

**Report from Board Chair and Members:** Brian Northam stated COVID-19 activities remain heavy. The Board meeting schedule was discussed and members agreed to the schedule as presented. Ms. Ponton informed the Board of the upcoming Legislative Session beginning in February through June and, if necessary, a meeting could be scheduled if something comes up that needs to be addressed by the Board.

**Public Comment:** There were no public present.

**Adjournment:** Brian Northam adjourned the meeting at 10.47 a.m.