



State of Nevada
Board of Environmental Health Specialists

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MINUTES OF PUBLIC MEETING

July 20, 2023

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

Pursuant to the requirements of AB 219, Ms. Ponton stated the procedure for the public to make public comments by telephone or through remote access.

Chair Northam called the meeting to order at 11:03 a.m. A voice roll call confirmed a quorum was present.

Public Comment: There were no comments.

Approval of the Minutes: Chair Northam asked if there were any corrections or revisions to the minutes. Loretta Ponton stated a correction to page 2, last paragraph should read SB431.

Hearing no further comments, Chair Northam called for a motion.

Theresa Hayes made the motion to approve the minutes of March 30, 2023; Drew Skeen seconded the motion. The motion passed.

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

Teresa Hayes made the motion, seconded by Amber English, to approve the registrations as listed. The motion passed.

Requests for Approval of Prior Work Experience – Chair Northam stated there are three (3) requests for consideration which will be taken individually.

Amber English recused herself from this agenda item as all three individuals are employed by the Washoe County Health District.

Ian Check - Chair Northam summarized Mr. Ian Check's prior training and experience as a Disease Inspector for the University of Nevada Reno and Washoe County. There were no questions. Chair Northam called for a motion.

Teresa Hayes made the motion, seconded by Brian Northam to approve the request for 14 months of prior work experience for credit toward the 2-year training requirement. The motion passed.

Erin Myers - Chair Northam summarized Ms. Myers prior training and experience as an EHST with the Nevada Department of Behavior Health. There were no questions. Chair Northam called for a motion.

Teresa Hayes made the motion, seconded by Brian Northam, to approve the request for 13 months of prior work experience for credit toward the 2-year training requirement. The motion passed.

Jessica Gearhart - Chair Northam summarized Ms. Gearhart's prior training and experience as an Associate Microbiologist with the Water Quality Department of the Truckee Meadows Water Authority. There were no questions. Chair Northam called for a motion.

Drew Skeen made the motion, seconded by Brian Northam, to approve the request for 5 months of prior work experience for credit toward the 2-year training requirement. The motion passed.

Central Nevada Health District – Chair Northam welcomed Mr. Daren Winkelman, REHS Manager with the new Central Nevada Health District.

Mr. Winkelman provided an update on the status of the new health district, stating they are in the process of hiring and working out what needs to be done.

Discussion was heard on whether the Central Nevada Health District (CNHD) should have a position on the Board in the future. It was also noted Carson City might also be considered, however, Carson City is a Health Authority and not a “district”.

Ms. Ponton offered to add a link to the CNHD employment listing to the Board's website; and will include the CNHD to receive Board meeting notices.

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

Loretta Ponton directed the members to the written report.

Registration Statistics - Ms. Ponton reported on registration statistics as of June 30, 2023, noting an increase from the prior year, and on pending new and request for REHS status applications.

FY 2023 Financial Reports - Ms. Ponton summarized the 4th Quarter / FY 2023 year-end financial statements reporting net income of \$8,744.12 with Revenue exceeding budget by \$6,912.50 due to the increase in new applicants. Expenses were slightly above budget due to the implementation of the new database. Cash assets at fiscal year-end totaled \$52,802.86.

The State Balance Sheet Report and supporting schedules reflecting all FY 2023 financial activities was presented for approval. The report will be submitted to the Legislative Council Bureau and Governor's Finance Office.

Legislation - Ms. Ponton reported on the status of SB 431, the Governor's re-organization bill which was passed with amendments; a new Office of Boards, Commissions and Counsel Standards will be established under Business and Industry and all professional and occupational regulatory boards will be under that Office's purview. Board's have received a letter from Director Reynold's of B & I, stating they will be setting up meetings with the Board Executive Directors and that a workgroup will be established to help guide the process.

AB 42 and AB 219 made updates to the Open Meeting Law; the Attorney General's Office provided a summary which was provided in the meeting packet.

Also followed were SB 419 (BDR 40-748) regarding health information exchanges and electronic health records which was Vetoed by the Governor; and AB 402 (54-740) which died without hearing.

Teresa Hayes supplemented the legislative report stating AB 169, labeling of feminine hygiene products, did pass as did AB 40, regarding electronic addresses and notices. AB 322 relating to kratom products was Vetoed by the Governor.

Teresa Hayes commented that BDR 40-748 and 54-740 are also being watched for impacts to environmental health.

Chair Northam called for a motion.

Teresa Hayes made the motion, seconded by Amber English, to approve the Executive Director report and financial statements. The motion passed.

Executive Director Employment Options – Ms. Ponton explained the RFP process initiated for Executive Director services through the State Purchasing Division. Only one proposal was received, from Lorylynn Ltd., to continue as the Board's Executive Director.

Ms. Ponton provided cost information for an employee of the Board, including salary, employer taxes, payroll processing and worker's compensation insurance.

Chair Northam stated he had reviewed the two options for Executive Director services and felt the Board should continue with an independent contract as in previous years. Chair Northam noted the proposal was very extensive and that the services provided have been excellent. Amber English agreed, noting that she has received very positive feedback on the quality of services.

Ms. Ponton stated a formal independent contract will be required and the term of the contract is proposed for three (3) years, with option to renewal for the fourth year.

Chair Northam called for a motion.

Teresa Hayes made the motion to approve contracting with Lorylynn Ltd. for Executive Director services for a term of 3 years as proposed. Jim Barnes seconded the motion. The motion passed.

Fiscal Year 2024 Budget – Ms. Ponton summarized the proposed FY 24 budget with updated expenses for professional services for the Executive Director contract.

Chair Northam called for a motion to approve the FY 2024 Budget.

Amber English made the motion, seconded by Teresa Hayes, to approve the FY 2024 Budget as presented. The motion passed.

Report from Deputy Attorney General – Ms. Rasul stated she had no report.

Reports from Chair and Board Members – Jim Barnes was congratulated on his re-appointment to the Board. The 2024 Meeting Schedule was reviewed, with the next meeting to be held October 19, 2023.

Public Comment: Chair Northam asked if there were any public comments. There were no comments.

Adjournment: Chair Northam adjourned the meeting at 11:40 a.m.