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Executive Director

STATE OF NEVADA
BOARD OF ENVIRONMENTAL HEALTH SPECIALISTS
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Language Access Plan

I. Purpose and Authority

The State of Nevada, through Nevada Revised Statute Chapter 232 and federal guidance on Title VI, address the barriers persons with limited English proficiency face in accessing governmental programs and services.

Persons with Limited English Proficiency (LEP) require and deserve meaningful, timely access to government services in their preferred language. Moreover, it is the responsibility of government to provide that access:

> "State and local agencies and entities that receive public money have an obligation to provide meaningful, timely access for persons with limited English proficiency to the programs and services of those agencies and entities."

The Board of Environmental Health Specialists is committed to complying with NRS 232.0081 and Title VI of the Civil Rights Act of 1964, 2 C.S. § 561 et seq. (Act 172 of 2006) to ensure meaningful access to State services and programs for individuals with limited English proficiency.

The purpose of this document is to establish an effective plan and protocol for the Board of Environmental Health Specialists to follow when providing services to, or interacting with, individuals who have limited English proficiency. Following this plan and protocol is essential to the success of our mission to protect the public health, safety and welfare by ensuring that only competent environmental health practitioners are registered in the state.

II. General Policy

The Board of Environmental Health Specialists recognizes that the population eligible to receive its services may include limited English proficiency individuals. It is the policy of the Board to ensure meaningful access to LEP individuals. The Board will adopt the following policies and procedures to ensure that LEP individuals can gain equal access to the services the Board of Environmental Health Specialists provides and regulates.

It is Nevada's policy to grant access to services or programs to every person regardless of their ability to speak, understand, read, or write English. The Board intends to take all reasonable steps to provide LEP individuals with meaningful access to its services and programs. The Board seeks to reduce barriers by increasing its capacity to deliver services and benefits to people in their preferred languages.

The Board endorses the following policies:

- The Board of Environmental Health Specialists is committed to equity and will take all reasonable steps to provide limited English proficient (LEP) individuals with meaningful access to all its services, programs, and activities.
- The Board, rather than the LEP individual, bears the responsibility for providing appropriate language services, regardless of the LEP individual's preferred language, at no cost to the LEP individual.
- Staff at the initial points of contact have the specific duty to identify and record language needs.
- Use of informal interpreters such as family, friends of the person seeking service, or other customers is not allowed. Minor children are prohibited from acting as interpreters.
- Staff may not suggest or require that an LEP individual provide an interpreter in order to receive Board services.

Board of Environmental Health Specialists Access Coordinator:

Executive Director

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III. Profile of Clients of the Board of Environmental Health Specialists

Our preliminary assessment is that the Board has a limited LEP constituency. Our primary "service" is registration and regulating environmental health specialists and environmental health specialist trainees. All applicants must meet eligibility requirements including completion of higher education and national certification in environmental health.

The Board currently collects specific demographic information from individuals applying for a registration, however demographic information does not include LEP status, whether they identify as indigenous or are a refugee.

The Board conducted a demographic survey to include questions about applicants' English language proficiency and registrants preferred language(s) to better assess language access needs and to determine whether an individual identifies as indigenous or as a refugee.

A survey of individuals who received registration services from the Board resulted in 16 responses, a 5% response rate. A summary of the survey responses found:

Demographic		Positive Responses	% of Total Responses
Limited English Proficient		-0-	100%
Identified as Indigenous		-0-	100%
Identified as a Refugee		-0-	100%
Other Languages Spoken			
Spanish	4	Fluent	
Ukranian	1	Intermediate Proficiency	

The Board is committed to tracking the languages preferred for communication among the individuals with limited English proficiency whom the Board serves, so that the Board can better provide meaningful, timely access to the Board's services without regard to any language impediments.

The Board's primary language for communications is English. The preferred language of the public and individual receiving services from the Board is US English. The most common methods for the public to access services are through the Board website and email communication. The Board has had no requests for information or documents in languages other than English from LEP individuals.

IV. Language Access Services and Procedures

The Board has one staff person who's primary language is English. The Board does not have staff who can provide language assistance services.

The Board does not have any known LEP applicants or registrants. Currently it is not known whether any applicants or registrants identify as indigenous or refugee. The Board has never received a request for translation or American Sign Language Services for LEP applicants, registrants or the public.

Language access needs will be addressed in the following manner:

The Board will utilize one of the active statewide contracts for translation and interpreter services offered by the state, which can be found here:

https://purchasing.nv.gov/Contracts/Documents/Translation_Interpretation/

Providing Notice of Language Assistance Services

Staff is made aware of appropriate language assistance services. Those seeking services may also request language assistance by contacting the Board by email which is posted on the Board's website.

V. Implementing The Language Access Services

In order to fulfill the goals of this Plan, the Language Access Coordinator will remain familiar with the Language Access Plan and its related policies, including but not limited to:

- How to respond to LEP individuals via phone, writing, or in person.
- How to seek assistance with internal or state sanctioned language access resources.
- How to document the mode of communication and preferred language of an LEP individual to better understand the needs of those accessing services and ensure that equitable access is available throughout the duration of their interactions with the Board.

The Board will use state sanctioned resources to provide information in languages other than English.

VI. Evaluation of and Recommendations for the Language Access Plan

The Board is committed to providing any limited English proficient individuals full access to our services and is committed to monitoring the policies and procedures stated above to ensure that limited English proficiency Nevadans are receiving equitable access to Board services.

The Language Access Coordinator will continue to develop and monitor this plan, and update it biennially based on applicant data and language accommodation requests and demographic data obtained through surveys.

The Board is exempt from the State Budget Act; all expenses are paid from fees received from registered individuals. The Board will also track any costs it may incur by using external, state sanctioned resources.

VII. Public Comments

The Language Access Plan was presented for public comments, considered and approved by the Board on July 16, 2026. There were no public comments received in writing or in person.