

# Washoe County



MATT SMITH, Chairman  
KITTY JUNG, Vice Chairman  
GEORGE FURMAN, MD  
DAN GUSTIN

GEORGE HESS, MD  
DENIS HUMPHREYS, OD  
JULIA RATTI  
JOSEPH P. ISER, MD, DrPH, MSc  
District Health Officer

## Health District

WASHOE COUNTY HEALTH DISTRICT  
1001 East Ninth Street / P.O. Box 11130  
Reno, Nevada 89520  
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### *MEETING NOTICE AND AGENDA*

#### **Washoe County District Board of Health**

Date and Time of Meeting: Thursday, April 26, 2012, 1:00 p.m.

Place of Meeting: Washoe County Health District  
1001 East Ninth Street, Building B  
South Auditorium  
Reno, Nevada 89520

#### *District Board of Health Meeting Agenda*

Time	Agenda No.	Agenda Item	Presenter
1:00 PM	1.	Call to Order, Pledge of Allegiance Led by Invitation	Mr. Smith
	2.	Roll Call	Dr. Iser
	3.	Public Comment (limited to three (3) minutes per person)	Mr. Smith
<b>For Possible Action</b>	4.	Approval/Deletions to Agenda for the April 26, 2012 Meeting	Mr. Smith
<b>For Possible Action</b>	5.	A. Approval/Additions/Deletions to the <b>Minutes</b> of the <b>March 15, 2012 Budget Meeting</b> ; and B. Approval/Additions/Deletions to the <b>Minutes</b> of the <b>March 22, 2012 Regular Meeting</b>	Mr. Smith

Time	Agenda No.	Agenda Item	Presenter
	6.	<p>Recognitions and Proclamations</p> <p>A. Introduction of new employee: None</p> <p>B. Promotions – Charlene Albee, Chief, Permitting and Enforcement Branch, AQM</p> <p>C. Years of Service –</p> <ol style="list-style-type: none"> <li>1. James L. Shaffer – EHS – 10 years</li> <li>2. Erin Park Dixon – CCHS – 10 years</li> <li>3. Maricela T. Caballero – WIC - 15 years</li> <li>4. Phillip M. Ulibarri – AHS - 20 years</li> </ol> <p>D. Proclamation – Air Quality Awareness Week – April 30 – May 4</p>	Mr. Smith and Dr. Iser
<p>For Possible Action</p> <p>For Possible Action</p> <p>For Possible Action</p>	7.	<p><b><u>Consent Agenda:</u> Matters which the District Board of Health may consider in one motion. Any exceptions to the Consent Agenda must be stated prior to approval.</b></p> <p><b>A. <u>Air Quality Management Cases:</u></b></p> <ol style="list-style-type: none"> <li>1. Recommendation to Uphold Unappealed Citations to the Air Pollution Control Hearing Board: <ol style="list-style-type: none"> <li>a. First Centennial Title Company – Case 1072, NOV 5008;</li> <li>b. First Centennial Title Company – Case 1073, NOV 5009; and</li> <li>c. Star Cleaners – Case 1075, Nov 4590.</li> </ol> </li> <li>2. Recommendation to Uphold Citation Appealed to the Air Pollution Control Hearing Board: None.</li> <li>3. Recommendation for Variance: None.</li> </ol>	<p>Mr. Smith</p> <p>Ms. Albee</p>

Time	Agenda No.	Agenda Item	Presenter
<p><b>For Possible Action</b></p> <p><b>For Possible Action</b></p> <p><b>For Possible Action</b></p>		<p>B. <b><u>Sewage, Wastewater &amp; Sanitation Cases:</u></b>  Recommendation to Approve Variance Case(s) Presented to the Sewage, Wastewater &amp; Sanitation Hearing Board. <b>There are no variance case requests this month.</b></p> <p>C. <b><u>Budget Amendments / Interlocal Agreements:</u></b></p> <ol style="list-style-type: none"> <li>1. Ratification of Intrastate Contract between the Washoe County Health District and the Nevada State Health Division to provide a work location for the State Health Division's Center for Disease Control and Prevention (CDC) assignee for the purpose of providing direct and efficient assistance to the Health District for Strategic National Stockpile planning for the period upon ratification through November 27, 2012; and if approved, authorize the Chairman to execute the Intrastate Contract.</li> <li>2. Approval of Subgrant Amendment #1 from the Nevada State Health Division in the amount of \$585,697 (with \$58,570 or 10% Health District match) for the period August 10, 2011 to August 9, 2012 in support of the Centers for Disease Control and Prevention (CDC) Public Health Preparedness (PHP) Program; and if approved, authorize the Chairman to execute.</li> <li>3. Approve donation of various obsolete equipment to Desert Research Institute (DRI) with a current market value estimated at \$ - 0 -.</li> </ol>	<p>Ms. Buxton</p> <p>Ms. Buxton</p> <p>Ms. Cooke</p>
<p><b>For Possible Action</b></p>	<p>8.</p>	<p><b><u>Air Pollution Control Hearing Board Cases appealed to the District Board of Health. None.</u></b></p>	<p>Ms. Albee</p>
<p><b>For Possible Action</b></p>	<p>9.</p>	<p><b><u>Regional Emergency Medical Services Authority:</u></b></p> <ol style="list-style-type: none"> <li>A. Review and Acceptance of the Operations and Financial Report for February 2012</li> <li>B. Update of REMSA's Community Activities Since December 2011</li> </ol>	<p>Mr. Gubbels</p>

Time	Agenda No.	Agenda Item	Presenter
For Possible Action	10.	Presentation and possible approval of the Franchise Compliance Report for the Regional Emergency Medical Services Authority (REMSA) 7/1/10 through 6/30/11	Ms. Akurosawa
For Possible Action	11.	Review and acceptance of Monthly Public Health Fund Revenue and Expenditure Report for March 2012	Ms. Stickney
For Possible Action	12.	Presentation and possible approval of FY 13 Budget Update	Ms. Stickney
For Possible Action	13.	Presentation and possible approval of Chronic Disease Prevention Program funding opportunity application for the U.S. Food and Drug Administration's (FDA) Center for Tobacco Products new "Tobacco Regulation Awareness, Communication, and Education Program" (TRACE).	Ms. Brown Dr. Iser
For Possible Action	14.	Presentation and possible approval of an addition to the policy for approval of Divisional Policies and Protocols	Ms. Brown Dr. Iser
	15.	Waste Storage Regulation, Section 040 – Animal Proof Containers	Ms. Jung Ms. Rucker
	16.	Presentation of Air Quality Enforcement Procedure	Ms. Albee
For Possible Action	17.	Presentation and possible approval of Annual Oxygenated Fuels Program Report	Mr. Inouye
	18.	<b><u>Staff Reports and Program Updates</u></b>	
		A. <b>Director, Epidemiology and Public Health Preparedness</b> – Communicable Disease; and Public Health Preparedness	Dr. Todd
		B. <b>Director, Community and Clinical Health Services</b> – Immunization Program Update; National STD Awareness Month; National Network of Public Health Institutes (NNPHI) QI Award to WCHD	Ms. Brown
		C. <b>Director, Environmental Health Services - Land Development; Solid Waste/Special Events</b>	Mr. Sack

<b>Time</b>	<b>Agenda No.</b>	<b>Agenda Item</b>	<b>Presenter</b>
		D. <b>Director, Air Quality Management</b> – Air Quality; Monitoring Activity; Planning Activity; Permitting Activity; Compliance/Inspection Activity; and Enforcement Activity	Mr. Dick
		E. <b>Administrative Health Services Officer</b> – Updates provided in Agenda Item No. 11 and 12.	Ms. Stickney
		F. <b>District Health Officer</b> – 2012-2013 Legislative Session; Budget; Human Resources; Communication; Accreditation; Washoe County and Community Activities; Health District Media Contacts and Outreach; State-Wide (and Beyond) Organizational Efforts; District Board of Health Information and Resources; MMWR Article regarding Washoe County CVA6 Outbreak	Dr. Iser
<b>Board Comment</b>	<b>19.</b>	Limited to Announcements or Issues for Future Agendas	Mr. Smith
<b>Public Comment</b>	<b>20.</b>	Public Comment (limited to three (3) minutes per person). No action may be taken.	Mr. Smith
<b>For Possible Action</b>	<b>21.</b>	Adjournment	Mr. Smith

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The District Board of Health may take action on the items denoted as "For Possible Action."

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**Business Impact Statement:** A Business Impact Statement is available at the Washoe County Health District for those items denoted with a "\$."

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Items on the agenda may be taken out of order, combined with other items, withdrawn from the agenda, moved to the agenda of another later meeting; moved to or from the Consent section, or they may be voted on in a block. Items with a specific time designation will not be heard prior to the stated time, but may be heard later. Items listed in the Consent section of the agenda are voted on as a block and will not be read or considered separately unless withdrawn from the Consent.

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The District Board of Health Meetings are accessible to the disabled. Disabled members of the public who require special accommodations or assistance at the meeting are requested to notify Administrative Health Services in writing at the Washoe County Health District, PO Box 1130, Reno, NV 89520-0027, or by calling 775.328.2416, 24 hours prior to the meeting.

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**Time Limits:** Public comments are welcomed during the Public Comment periods for all matters whether listed on the agenda or not. All comments are limited to three (3) minutes per person. Additionally, public comment of three (3) minutes per person may be heard during individual action items on the agenda. Persons are invited to submit comments in writing on the agenda items and/or attend and make comment on that item at the Board meeting. Persons may not allocate unused time to other speakers.

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**Response to Public Comments:** The Board of Health can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. During the public comment period, speakers may address matters listed or not listed on the published agenda. The *Open Meeting Law* does not expressly prohibit responses to public comments by the Board of Health. However, responses from the Board members to unlisted public comment topics could become deliberation on a matter without notice to the public. On the advice of legal counsel and to ensure the public has notice of all matters the Board of Health will consider, Board members may choose not to respond to public comments, except to correct factual inaccuracies, ask for Health District Staff action or to ask that a matter be listed on a future agenda. The Board of Health may do this either during the public comment item or during the following item: “Board Comments – Limited to Announcement or Issues for future Agendas.”

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Pursuant to NRS 241.020, Notice of this meeting was posted at the following locations:

Washoe County Health District, 1001 E. 9th St., Reno, NV  
Reno City Hall, 1 E. 1st St., Reno, NV  
Sparks City Hall, 431 Prater Way, Sparks, NV  
Washoe County Administration Building, 1001 E. 9th St, Reno, NV  
Washoe County Health District Website [www.washoecounty.us/health](http://www.washoecounty.us/health)

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Washoe County



Health District

**Washoe County District Board of Health  
Budget Meeting Minutes  
March 15, 2012**

**PRESENT:** Mr. Matt Smith, Chairman; George Furman, MD; George Hess, MD; Councilwoman Julia Ratti (arrived at 1:25 pm); Dr. Denis Humphreys, and Councilman Gustin

**ABSENT:** Commissioner Kitty Jung, Vice Chair, Excused

**STAFF:** Dr. Joseph Iser, District Health Officer  
 Kevin Dick, Director, Air Quality Management  
 Bob Sack, Director, Environmental Health Services  
 Mary-Ann Brown, Director, Community and Clinical Health Services  
 Lori Cooke, Fiscal Compliance Officer, AHS  
 Steve Fisher, Department Computer Application Specialist, AHS  
 Curtis Splan, Department Computer Application Specialist, AHS  
 Bev Bayan, WIC Program Manager, CCHS  
 Leslie Admirand, Deputy District Attorney

Eileen Stickney, Administrative Health Services Officer  
 Randall Todd, DrPH, Director, Epidemiology and Public Health Preparedness  
 Dan Inouye, Air Quality Supervisor, AQM  
 Patsy Buxton, Fiscal Compliance Officer, AHS  
 Stacey Akurosawa, EMS Coordinator, EMS Program, EPHP  
 Jeanne Rucker, Environmental Health Specialist Supervisor  
 Pam Fine, Senior Fiscal Analyst, WC Finance Department  
 Susanne Paulson, Epidemiologist, CD Program, EPHP  
 Peggy O'Neill, Recording Secretary, AHS

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
1:07 pm 1, 2	<b>Meeting Called to Order, Pledge of Allegiance and Roll Call</b>	Chairman Smith called the meeting to order, followed by the Pledge of Allegiance led by Dr. Furman. Roll call was taken, and a quorum noted. It was noted that Councilwoman Ratti will arrive shortly. Commissioner Jung is excused.	
3.	<b>Public Comment</b>	No public comment was presented.	
4.	<b>Approval/Deletions – Agenda – March 15, 2012</b>	Chairman Smith called for any deletions to the Agenda of the March 15, 2012 DBOH Budget Meeting.  Councilman Gustin moved, seconded by Dr. Humphreys, that the DBOH Budget Meeting Agenda be approved as presented.	<b>MOTION CARRIED:</b> The agenda for the DBOH Budget Meeting on March 15, 2012 meeting is approved as presented.
5.	<b>Approval/Amendments to the FY 13 WCHD Budget</b>	Presentation and Possible Approval/Amendments to the Proposed Fiscal Year 13 Washoe County Health District Budget, with <b>Revenues Budgeted at \$8,505,825, General Fund Transfer of \$6,623,891, and Expenditures Budgeted at \$17,014,299.</b>	

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
		<p>Dr. Iser reported that staff has been working diligently to prepare the Proposed FY 13 Budget within the marks the County has given us for the General Fund Transfer. We have looked at several reductions, and plan to implement several reductions, which Ms. Stickney will discuss in further detail. Staff has had several meetings with various partners related to a cost allocation proposal by the County. We met with the City Managers of both the Reno and Sparks and the County Manager, and then met again with Katy Simon and financial staff yesterday.</p> <p>In the meeting with our partners, which is required by the Interlocal Agreement prior to presenting any proposed budget to the DBOH, we talked about the financial issues facing the Health District. As you will see, the Proposed FY 13 Budget uses a significant amount of the Health Fund Balance. Staff, and all our partners, is of the opinion that the Health Fund Balance projected at the end of next year is not adequate. Ms. Stickney will discuss how we intend to address the Fund Balance for this year, but we need to discuss what the DBOH and the Health District believe a sufficient Health Fund Balance should be, and then implement a policy regarding the required Health Fund Balance.</p> <p>You will see in the presentation and in your review of the Proposed Budget that the level of expenditures has gone down, but the Health Fund still will have a deficiency of revenue, which is in part due to a significant reduction in the General Fund Transfer that is being allocated to us by the County. Mr. Carey, the Sparks City Manager, framed a new quote, "stable and able." He suggested, and we have planned, to forecast and strategically plan out three to five years to ensure that we are "stable and able" to continue to provide the essential services of the Health District. Staff needs to complete this task by the end of this calendar year in order to identify the additional two percent reduction requested by the County, with General Fund balances and proposed budgets for the next three fiscal years. We will be bringing that before the DBOH toward the end of this next year.</p> <p>Another suggestion made by the City Managers was to perform cost-benefit analysis modeling, which is what Dr. Iser has suggested to the Board of County Commissioners for any changes that they want to make. Dr. Iser believes that the Health District should also hold itself to that standard. We need to know what the cost-benefit is of the services we provide that are mandated, and also the cost-benefit of the services we provide that are not mandated, but which the Health District believes are in the best interest of the community.</p> <p>Dr. Iser stated that Staff met with Ms. Fine, Mr. Rosen, and Ms. Mendez, and that more detail will be given about that meeting. The County has asked that we put into our budget the County overhead allocated to the Health District, which is currently estimated at \$2.55 Million. This proposal has been floating around, but</p>	<p>Dr. Iser</p>



TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
		<p>this was the first meeting at which we were notified that this amount would need to be included in the FY 13 Budget. What we will have to do is come up with a transition plan. The City Managers stated in our meeting that it needs to be confirmed that those costs are truly allocated to the Health District and truly reasonable. It was also stated that we should explore other alternatives to this cost allocation.</p> <p>Other areas were discussed that do not relate directly to the budget. Mr. Carey asked how we are involved with the hospitals to make sure that they have sufficient funds to operate. We informed our partners that this area is not within our purview, but there are areas within which the Health District can work with the hospitals to create efficiencies in the long run.</p> <p>There were other questions about where the Health District is going with REMSA and EMS. This relates to the Tri-Data study that the County has commissioned. That draft report was to have been available in January, but it is still not available yet. Dr. Cohen, who is the lead author, has had trouble getting data out of Reno, but that is now coming. The City Managers questioned how the report from Tri-Data will be considered, and we responded that we believe we should host a group of interested individuals and parties, Fire, REMSA, County and City Managers, to talk about the reasonableness of the recommendations that might come from that report, what recommendations we might be able to implement with agreement from all parties fairly early, and what recommendations we may not be able to implement. We will look at that study and present it to you when it is received.</p> <p>Mr. Carey also requested that we continue to participate in their Emergency Preparedness Response and Exercises. That is part of the Health District's job. The City of Sparks has an exercise coming up in the next few months, and he wanted to make sure we would be there.</p> <p>It was noted in these meetings that we have had significant budget cuts, some in grants, but mostly in General Fund Transfer over the last four years, and with the proposed implementation of the overhead cost allocation of \$2.55 Million, that led to a discussion of taking the Washoe County Health District out of the County, and pursuing an arrangement that resembles the Southern Nevada Health District, which has its own funding mechanism and doesn't rely on any county general fund transfers to manage its budget. Mr. Carey proposed that review, and Mr. Clinger agreed with him. In a meeting with Katy Simon that followed the meeting with the City Managers, Ms. Simon brought up the same conceptual idea. We agreed that in our next one on one meeting, we would look at the possibilities of that occurring. It was determined to be timely since it is a pre-legislative year. All parties to the</p>	

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	<p><b>Board Comments</b></p>	<p>Interlocal Agreement agree there are costs and benefits to this arrangement, so careful consideration must be given by all.</p> <p>Dr. Iser reported that Mr. Carey also suggested that consideration could be given to broadening the geographic area covered by the Health District to include surrounding counties to provide some stability. This aspect will be explored as we review and evaluate the suggestions going forward.</p> <p>Councilman Gustin asked Dr. Iser how Southern Nevada Health District is funded, and Dr. Iser reported that he believes that they are funded through property taxes. The SNHD is created under NRS 439, so Dr. Iser wanted to review that statute to be sure.</p> <p>Dr. Furman asked Dr. Iser how the SNHD/Clark County lawsuit regarding funding has resolved. Dr. Iser reported that it is his understanding that the SNHD prevailed, but that the decision is being appealed. Ms. Admirand reported that she did not know the status of the lawsuit, but she could state with certainty that the percentage of property tax revenue allocated to the SNHD by the Clark County BCC is 3.5% per \$100 in assessed value. Dr. Iser reiterated that these are all very preliminary discussions, and there are many costs and benefits to review in the analysis going forward.</p> <p>Ms. Eileen Stickney, Administrative Health Services Officer, reported that she would first like to particularly express appreciation to Patsy Buxton, Lori Cooke, the Leadership Team, and Program Staff for the collaborative effort put forth to develop the Proposed FY 13 Budget.</p> <p>Staff recommends that the District Board of Health accept the Proposed Fiscal Year 13 Washoe County Health District Budget, with Revenues Budgeted at \$8,505,825, with a General Fund Transfer of \$6,623,891, and Expenditures Budgeted at \$17,014,299.</p> <p>Ms. Stickney reported that this special revenue fund accounts for all the revenue resources that are legally restricted for specific purposes for the Health District. All revenues and expenditures associated with the functions of the Health District are accounted for and budgeted in the Health Fund. As a party to the Interlocal Agreement, information brought forward today will be forwarded to the County. The Health District adopts its budget in the same time frame and manner as the rest of the departments in Washoe County. As required by the Interlocal Agreement, Dr. Iser has presented the comments that were given at the Interlocal Agreement meeting to the DBOH.</p>	<p>Ms. Stickney</p>

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
		<p>Ms. Stickney reported that for the last 19 years she has participated in the Health District budget process, and in all those years, the Health District has always met any targets that have been provided to it.</p> <p>Under Tab No. 2 of your Budget Book is the Staff Report. On page 2, we address the Fiscal Year 13 Budget Issues and Assumptions. We presented these to you in the February 23 regular meeting. At this time, concessions are still pending. They are, of course, not within our control. Once resolved, we will report to you. With Washoe County, the different departments are presenting a proposed budget, and separately a plan for the 4.5% reduction. What we are presenting to you today is already includes the 4.5% reduction. The value of that reduction is \$312,200. So if concessions do come to fruition, the \$312,200 would go back toward our Fund Balance and increase it from the \$50,000 up to \$362,000+. She noted that she will cover the impacts more fully when we get to the Sources and Uses document.</p> <p>The Proposed Budget we are presenting today does anticipate using Health Fund Balance. Many years ago, we did not predicate our budget on Fund Balance. However, due to the extreme economic downturn, we will be using the Fund Balance to fund services for the FY 13 budget year in the amount of \$1,935,471. We know this is not sustainable, not "stable and able," but one of the reasons we bring this forth, is because as a Health District, we feel compelled, as a matter of public safety, to maintain a certain level of services, which could not be afforded were we to maintain say a \$1.5 Million Health Fund Balance, right now.</p> <p>This FY13 Proposed Budget includes two proposed reclassifications; one for an account clerk to be re-classed to an Administrative Assistant which would impact the budget at \$7,363.00. This amount is included in the Proposed Budget. If not successful, these dollars would go back to the Fund Balance. The other reclassification is from a Hazardous Material Specialist to a Registered Environmental Specialist. There is no financial impact; we are simply changing a title to have more flexibility.</p> <p>Other personnel issues to be addressed: (1) We have eliminated one PIO so that the Health District now only has one Public Information Officer (30% local dollars and remainder is on the Grant). (2) Mid-year we transitioned Emergency Medical Services to the Epidemiology and Public Health Preparedness Division. The budget will now correctly reflect that alignment. (3) The Storekeeper position has been decentralized from Administration. The functions have changed. We no longer have it performing duties across all the Divisions, so those costs have been distributed into CCHS. Some of the increases you see are not from growth, but from reorganization.</p>	

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	<p><b>Board Comments</b></p>	<p>We have two vacancies in recruitment in Air Quality; an Air Quality Specialist and an Environmental Engineer. We are also in recruitment for a Vector Control Coordinator. We will be abolishing two positions that no longer have funding associated with them. One is a Public Health Nurse II and an Office Assistant II. Those dollars have been redeployed, and we will be eliminating those positions since they no longer have appropriations.</p> <p>You have in your Budget Book under Tab 3, a Health District Strategic Plan, followed by Division-specific Strategic Plans. They are in the format that Dr. Iser specified, and we are open to your feedback. Under Tab 5 is a Per Capita Sheet. Commissioner Jung had requested this format, and it was sorted alphabetically by program, and I have also placed one at your seat sorted by General Fund. This form shows a per capita rate for Public Health. Our per capita for this budget is \$19.85. So for less than \$20 per capita you buy an entire Health District, which is less than most dinner buffets in the area. Last year, the per capita was \$23.80. This is a \$3.95 reduction per capital.</p> <p>Dr. Furman pointed out it is difficult to view the Budget with all the program changes and realignments.</p> <p>Councilwoman Ratti stated that in this economic environment, it is incredibly difficult to budget to adapt to the limited resources. It needs to be clear that it is not just the Health District. Divisions are merging and it changes the very structure of the department and makes comparisons and trending very difficult.</p> <p>Ms. Stickney stated that she concurs with Councilwoman Ratti. This is the time to resort the deck and highlight the changes. Under Tab No. 6 is the Mandated Matrix. It has been aligned to reflect the restructuring changes.</p> <p>Under Tab No. 7 are the organizational charts. Dr. Hess questioned the number of employees under each program. He feels it is difficult to understand based on the org charts as presented, with no titles. Ms. Stickney stated that she will bring revised org charts to the Board. Mr. Gustin requested the revised org charts show all the supervisors and the programs which they supervise, along with the number of employees under the program, and the function of the program. structure.</p> <p>Staff highlighted some of the changes and context of the budget at a high level. Under Tab No. 4, is the Tentative State Doc rolled up to Resources and Expenditures. The final FY 12 budget was \$17.9 Million, and the proposed FY 13 budget that is being presented is \$17,065,186, so there is a dramatic reduction. Revenue from Licenses and Permits is projected to increase from the Estimates to Complete (ETC) approximately 16% due to Board-adopted rate increases. The</p>	<p>Ms. Stickney</p> <p><b>ACTION ITEM:</b> Bring to the Board revised organizational charts which reflect titles, and: (1) all supervisors, and the programs which they supervise; (2) the number of employees under each program; and (3) the function of the program.</p>



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	<p><b>Board Comment</b></p>	<p>Ms. Stickney stated that all the normal grant funding is tracked under Federal Grants (Family Planning and Air Quality) or Federal Grants – Indirect (pass through from the State, i.e., STD, IZ, etc.). We capture the pass through grants in the Federal Grants – Indirect line item. Ms. Brown clarified also that the \$128,000 we used to get in the Indirect for TB is now going to be captured in the Direct line item, so that would account for \$128,000 of that variance.</p> <p>Dr. Iser reported that the legislative changes last year provided additional program cuts to WCHD. One of those was approximately \$12,000 for what are essentially restaurant inspections at UNR and TMCC that the state used to do, and now the County has that obligation. The County didn't pay it and sent the bill over to us, and being a good partner, we paid it, and we also budgeted it for this next calendar year. We have applied on behalf of the County to take over those responsibilities, and therefore, once the Governor agrees that we can, and there still may be a lag of six months, then we won't have to pay that anymore.</p> <p>Dr. Iser also reported another item that has been pushed down to the County is the \$128,000 for the TB funding. That was a County obligation, and we agreed to pick it up and keep the TB program up and running, and we have it in the budget for next year.</p> <p>Dr. Humphreys questioned staff as to how we perceive the level of grant funding in the future, and staff replied that at this point, we do not know. They will probably try to take care of the federal and state level first, so the county level is sometimes hardest hit, but we do not know.</p> <p>Dr. Iser reported that the programs are variable when we get notice for them; in the PHEP program, the state told us just last week how much they would be getting. On the side, the local health jurisdictions are coming up with an allocation plan, and under any one of these plans, Washoe County would get more than what it got last year. That is in negotiation with the state, not with the feds. Mr. Dick would tell you that we are pretty certain about the AQM grant coming from the EPA, but we only know those throughout the year; remember the feds are on a different fiscal year than we are, and then the grants can be on different grant years (GY) than even the federal fiscal year or Washoe County fiscal year; that's why it is very difficult to predict. That's why we come back to you with a budget amendment for the increases or decreases. Often times in WIC, we get a little bit of an increase. In other programs, like HIV, we got a \$50,000 decrease after the budget was passed. The other proposal that the state wants to do now is for money that used to come to us from the feds for the tobacco grant now come through the state. This year the state is starting to propose that we compete for those dollars. Potentially we could get more or potentially, we could get less. Dr. Iser will be meeting with Mr. Whitley</p>	<p>Ms. Stickney</p> <p>Dr. Iser</p> <p>Dr. Iser</p>

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
		<p>and staff regarding funding. There are so many variables in this that it is very difficult to predict. Ms. Stickney added that with some grants, local health jurisdictions are allowed to apply directly to the feds, so that is also an option.</p> <p>Ms. Stickney reported that the in the different expenditures of your Budget Book, specifically in Air Quality for instance, with the different recruitments open, we are predicating \$40,000 in savings in Air Quality and in Vector control Program if an internal recruitment has a backfill behind it or if possibly that could be kept dark or eliminated that would be about \$75,000 in salaries or \$115,000; unfortunately in past years, back in 2004, we used to participate in salary sweeps. There was dialogue and discussion at that time that we would not participate in the salary sweeps and that we would do our own payouts, and we have been doing that, but with the BCC just recently adopting revisiting the salary sweeps, we have committed to have discussion with the BCC about what that means for the Health District and what that means for our partners because the Interlocal Agreement requires that any adjustments done mid-year, which a salary sweep would be, would need to have input from the Cities and the County and that could be done in another meeting. All of that is pending, but the intention of the County to do salary sweeps is very real.</p> <p>Under the professional services, Dr. Iser is reviewing the contracts that we have with the physicians in the community. Dr. Iser reviewed the contract with Dr. Murphy it is approximately \$12,000, and perhaps Dr. Iser can perform those duties directly. The intention in the budget is not to fund that contractual obligation to Dr. Murphy in EPI.</p> <p>We have a complex software program used in CCHS called Insight, and there are several modules which we wanted to purchase, which is basically why we had the savings of the Account Clerk for the billing. We had hoped to really enhance that program and use some of the technology modules that are available in that program. Unfortunately, with the reductions, those expenditures had to come out in terms of being able to do some of those modules. We are looking at other areas for funding, possibly some additional grant funding for that.</p> <p>In IZ, we used to fund the Kids to Seniors corner. A portion of the coordinator's position for \$10,000 is no longer in the budget. Flights for Vector have been reduced by \$10,000, and another \$50,000 has come off of chemicals. We this year paid in ETC an MRC policy that we had to pay for \$5,815, so we are not going to pay for that additional rider for the policy for next year. In registrations we took out about \$7,000. We had a CIP (Capital Improvement Project) and bought the tablets for the inspectors in environmental originally at about \$161,000; they are on their legacy end of life about 8 years old. We were hoping to buy about \$113,000 worth</p>	<p>Ms. Stickney</p>

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
		<p>of some type of ruggedized tablets to continue those. We have pulled that from the Budget.</p> <p>We spoke a little bit about a re-class. We did put in about \$26,000 for additional Intermittent Hourly in EHS. There is small funding in Home Visiting for FIMR (Fetal Infant Mortality Review Program) and a small increase in operating in EMS dollars (\$260), because once we had filled the position there are expenditures, and there is an increase for Seasonal Vehicles in Vector. When I reported last month, there was an expenditure of \$16,741 with no budget appropriation, so we did appropriate those dollars and also some additional Vector dollars for some of the labs in professional services. There is no standby in the EHS budget, and the additional salaries that we were holding last year, our budget was predicated on \$90,000 in Air Quality and \$130,311 in Engineers, so we had to make those adjustments because those are being funding and calculated. So last year when we had about \$220,000 of salary savings of holding that this year we are holding at about \$115,000, which again brings me back to again "stable and able."</p> <p>In order to be stable we know this is not where we would like to be, but what is a Fund Balance that the Board would like to maintain? We have for the past several years been using Fund Balance for operations. As context, when we submit the state doc that we are submitting forward, a tentative budget must be adopted in April and final in June. Ms. Fine and I were talking earlier and will work closely together on ETCs to see if some of these can be tightened up so they would roll to Fund Balance, which would roll to next year which would increase our FY 13 Ending Fund Balance. What is new this year is that in the past we have with the County stated that we would have to have \$1 positive number you would be able to use a loan, but in these economic times, all jurisdictions are facing difficulty times, as is our County with their cash flow. That is also one of the areas that are new. I think it is important that we reenergize the discussion on Fund Balance and formalize a policy on Fund Balance so we can put this to rest. In FY 06, we did go forth with a Fund Balance of \$3,027. That is not realistic or responsible. The actual at the end of that year was \$983,387. Some of that can be accomplished when we get fee increases during the year; for example, when we had the Ruby Pipeline. There are revenues that come in that we can't necessarily forecast. It is very dynamic. We watch it very closely and report to you monthly. That concludes my prepared remarks. We'd be happy to answer any questions. All division directors are here if you have questions or them.</p> <p>Dr. Hess asked what the difference is in the Fund Balance and Contingency Fund. Ms. Stickney stated that a Contingency Fund is considered a Rainy Day Fund, and the Health District does not have a Contingency Fund. We maintain a Fund Balance to meet our cash flow needs with payroll and vendor payments. We need</p>	



TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
	<p data-bbox="233 716 464 743"><b>Board Comment</b></p> <p data-bbox="233 1425 464 1453"><b>Board Comment</b></p>	<p data-bbox="634 212 1619 667">to do some analysis, but it is typically \$700,000 or \$800,000. If we are successful with the concessions, of \$312,200 back, we had a discussion I don't think we will be successful on in terms of the variance, but for last year the approach of how you heard our discussion about where the County was looking at \$1 Million, and how we negotiated with the previous budget director the reduction to be \$805,000 or 10% on the Transfer, so there is a variance there of \$314,759, and Dr. Iser had pointed out that we don't know if we'd be successful, but if we were to open dialogue with the County to pay for \$128,000 for TB or to get credit for that and also the Environmental if those were all added back, you would get to a Fund Balance of \$817,767. If our payroll is roughly \$550,000 and vendor payments of \$275,000, you don't always draw down; our grants right now are done on a reimbursement basis. Many years ago our grants were done on advances quarterly; do expenditures, and do reconciliation. We did have a finding in WIC one time in terms of having more than three days federal cash on hand in which we had a penalty of about \$200.</p> <p data-bbox="634 703 1619 1125">Dr. Hess stated that he felt we are getting to a more objective number with the \$550,000 needed for payroll and \$275,000 needed for vendor payments, somewhere in the \$700,000 - \$800,000 range is necessary. Ms. Ratti added that the City of Sparks' policy is 8.4%, which is roughly one month's operating capital. It is also the figure used in labor negotiations in terms of what can be left on the table. Labor is in a position to say you have the ability to pay. Dr. Iser stated that Mr. Clinger confirmed at the ILA meeting that it is about the same for the City of Reno. What the County has as a working policy currently is 6 - 8%; what they want to go to is 8 - 10%. Dr. Iser would recommend over the 4% by the end of next year, but he's not quite sure how much more that is, and we could go to any number that the Board decides, but we cannot put that to a vote today. We can continue these discussions over the next couple of months, and then determine a policy for what you would like to see our balance remain. We will go above and below that throughout the year, but we would try to have an ending Fund Balance at X%.</p> <p data-bbox="634 1161 1619 1339">Ms. Stickney clarified that if we were doing 8% on all of our expenditures for next year it would be \$1,360,144; if we just did the 8% on the local dollars and not on the grant, it would be \$872,040. But that is why Ms. Fine and I committed to working closely with the County and coming back with some recommendations. This past year there has been a change in personnel. Those discussions were initiated but not brought to fruition. We need to reenergize those.</p> <p data-bbox="634 1404 1619 1490">Mr. Smith said let me go over that one piece of paper on the side. The \$312,000 is sitting there if they don't take the cuts. If we get the 10% back, that's another \$314,000, which would leave us with an ending fund balance of \$677,000. We</p>	<p data-bbox="1734 1154 1902 1182">Ms. Stickney</p>

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
	Board Comment	<p>have the TB that the County should have taken care of, plus the \$12,000, hopefully we will get that back. I believe we should pursue that.</p> <p>Dr. Iser also stated that we expect four retirements next year. There may be a cash payout, but there will be a lag time for recruitment or look to see if we can keep it vacant or forever. We are pretty sure on four.</p> <p>Ms. Stickney reiterated that the County intends to sweep those dollars. We still need to negotiate that.</p> <p>Ms. Ratti questioned the budget for staffing, and Dr. Iser stated that we are not 100% budgeted. We are not now, nor do we intend to be through most of next fiscal year, and only if we could afford it would we go through with those hires. Councilwoman Ratti stated that there is a wealth of information from this binder, but what's missing is the story to the cuts. Could I get a one or two page summary of the programmatic cuts that have been made in writing and what that means in impact to the citizens of Washoe County that way when people come to me, I don't have to keep it all in my mind.</p> <p>Ms. Stickney suggested that we will do it program by program and how it impacts the County. Dr. Iser pointed out that we do have some grants that are matching and MOE programs, and if we go below certain funding levels, we would lose grant dollars. We are doing the best we can in Family Planning and Air Quality, but that is what we are projecting right now in our budget.</p> <p>Dr. Iser reported that he has a meeting set up in a couple of weeks with HRSA (Health Resources and Services Administration). They are the ones who fund school-based health centers. This is the collaboration we are talking about. This meeting is intended to find out how many dollars will be available to get, and will we, and the WCSD as the applicant, be successful. A good friend of mine from my federal days is in charge of the Family Planning Program. She is now the Regional Health Administrator. She and I are going to meet with the Family Planning folks, and Dr. Iser will then meet with Air Quality at EPA. We are not leaving any stone that Dr. Iser can see unturned in trying to end up with a better balance than what is now projected.</p>	<p>Dr. Iser</p> <p>Ms. Stickney</p> <p><b>ACTION ITEM:</b> The Board requested a one to two page summary of the programmatic cuts that have been made, and the impact to the citizens of Washoe County.</p>
	Board Comment	<p>Dr. Furman thanked the Health District staff for their work on the budget, and expressed strong approval for Dr. Iser's suggested cost-benefit analysis. Dr. Iser states cost effectiveness analysis (health outcomes as a benefit) versus cost-benefit analysis (i.e., two programs each going toward increasing immunizations; which one is the most cost beneficial); (1) what is the most bang for the dollar; or</p>	<p>Dr. Iser</p>

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
	<p><b>Board Comment</b></p>	<p>(2) what is the most health for what the program is. Cost benefit analysis is what I would like to do. It is often more difficult.</p> <p>Mr. Smith stated that this is like a first draft of the budget if we approve we can move forward and use this Proposed Budget as a basis.</p> <p>Dr. Hess questioned again the number of vacancies, and if any are critical. Dr. Iser stated that the ones we recommend keeping vacant for at least a period of time would not present a significant threat to public health. But, under certain circumstances, any of those could become crucial. What is the mosquito level going to be this summer? It's a dryer winter than normal, but now we are getting a lot of snow. How many mosquitoes could be building up? Will we actually have an influx of west Nile into that population? If that happens, this budget isn't adequate for just that area. With decreases in the overall economy, we have tried to do the best we can to minimize the impact that the cuts will have on the public's health by making these recommendations.</p> <p>Ms. Stickney reported there are currently seven vacancies. We have 144 permanent full-time positions, 11 part-time, and intermittent pooled positions. There are currently seven vacant; two were required as part of our budget, but we have the account clerk in admin (we are using contract services); there are two in Air Quality, the specialist and the engineer; they are in recruitment. There is a Public Health Nurse, and we used those funds, so we plan to abolish this vacancy. We have an OA II we plan to abolish, and also the Senior Engineer was part of our 10% reduction. We are using a plus 10 with a current employee, and then give them additional duties. That one is fully funded on July 1. Perhaps if that recruited, the backfill behind it could be reviewed to see whether it could be abolished or resorted, or would it need to be recruited. The other issue is Vector Control.</p> <p>Dr. Iser stated that the other issue to consider is that it only benefits us and the County financially if they are General Fund funded positions. If they are Grant Funded positions, abolishing them does not benefit us. A little bit of General Fund goes into everyone's salary for something, but I would not want to abolish someone who's 95% grant-funded out of AQM, because that would actually hurt us.</p> <p>Ms. Ratti stated that she is prepared to support this budget as presented knowing that it is the first step in the process, and that there are a number of variables. Ms. Ratti encouraged staff and the Board to move forward with some vigor on some financial policies around the ending Fund Balance and what a fiscally sound approach to that, but also the Contingency Fund with the examples that we have discussed in Vector, what if we had a wildfire or an H1N1 event. Ms. Ratti believes it is important to have both a Fund Balance that meets the Health District's cash</p>	<p>Ms. Stickney</p> <p>Dr. Iser</p>

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
		<p>flow needs, but also a Contingency Fund that would support the District in a significant event that would shore up the Health District as to not affect other programs in the case of an unforeseen significant event. She is not suggesting that it has to be done this year or next year, because that would definitely mean cuts to programs and services, but that is a policy that needs to be addressed, and as we move forward and the economy improves with some return to some level of growth, that we have prioritized those things now rather than when the money is in, even if they are aspirational in nature, is very important.</p> <p>Mr. Smith expressed concern about having too high a Fund Balance and that a portion of it would be swept by the County, and Dr. Iser stated that if we are within the range that the County asks departments and itself to hold, that it would not be swept until we got over that.</p> <p>Dr. Humphreys expressed his appreciation of staff for its hard work and recommendations in the budget process, and stated he is also willing to support the Proposed FY 13 Budget.</p> <p>Councilwoman Ratti moved, seconded by Dr. Humphreys, that the Proposed FY 13 Health District Budget be accepted as presented.</p>	<p><b>MOTION CARRIED:</b> The Proposed FY 13 Budget is approved as presented.</p>
6.	<b>Board Comment</b>	<p>Dr. Iser stated that as he mentioned earlier, there is interest by Mr. Carey, Mr. Clinger, and Ms. Simon about the possibility of the Health District becoming a free-standing Health District, and that without significant disapproval by this Board, I will go forward with that investigation, and bring back to you any information that I get. I would also possibly present other models.</p> <p>Mr. Smith questioned the Board as to whether that is its desire. Dr. Hess expressed concern about the possibility of fracturing of relationships, and that is not his desire. Dr. Iser expressed that he believes that there are benefits and drawbacks to the County management, but he believes that it would strengthen the District and our relationships to at least explore the possibility. Dr. Humphreys again questioned other models and how are they funded.</p> <p>Dr. Iser further stated that it would only occur with the joint recommendation of all four of us to you, meaning Mr. Clinger, Mr. Carey, Ms. Simon, and me.</p> <p>Mr. Gustin stated that he thinks it's appropriate because he has heard mumblings and rumblings from elected officials in various entities about breaking up the Health District, and that is certainly not his view in any way shape or form, but I believe going through this exercise is a great way to give some of those answers that may or may not be palatable to the people who are asking, so he would fully encourage</p>	<p><b>ACTION ITEM:</b> Dr. Iser will investigate the costs and benefits with the Health District becoming a standalone entity.</p>

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
		<p>Dr. Iser to explore the option. Secondly, Ms. Ratti's comments are very appropriate and right on because that dove-tails with what you said earlier about a 3-5 year strategic plan and budgeting, and it fits in with those services that could be added back and at what time and what structure, how they would come back and what they would cost.</p> <p>Ms. Ratti absolutely believes it is something we should investigate. She would want the investigation to be conducted with an open mind as to what the conclusion might be. Presenting several models with the pros and cons of each model as suggested by Dr. Hess would be her preferred method to allow the Board to make the best decision as to a path forward for the Health District.</p> <p>Ms. Admirand stated that the discussion was heading beyond the scope of this portion of the agenda.</p>	
	<b>Public Comment</b>	No public comment was presented.	
	<b>Motion to Adjourn</b>	<p>There being no further business to come before the Board, the meeting was adjourned.</p> <p>Councilman Gustin moved, seconded by Dr. Humphreys, that the meeting be adjourned.</p>	<b>MOTION CARRIED:</b> The meeting was adjourned at 2:25 p.m.



JOSEPH P. ISER, MD, DrPH, MSc  
DISTRICT HEALTH OFFICER



PEGGY J. O'NEILL,  
RECORDING SECRETARY

Washoe County



Health District

## Washoe County District Board of Health Meeting Minutes March 22, 2012

**PRESENT:** Mr. Matt Smith, Chairman; Commissioner Kitty Jung, Vice Chair, George Furman, MD; George Hess, MD; Dr. Denis Humphreys, and Councilman Gustin

**ABSENT:** Councilwoman Julia Ratti

**STAFF:** Dr. Joseph Iser, District Health Officer  
 Kevin Dick, Director, Air Quality Management  
 Robert Sack, Director, Environmental Health Services  
 Mary-Ann Brown, Director, Community and Clinical Health Services  
 Lori Cooke, Fiscal Compliance Officer, AHS  
 Dennis Cerfoglio, Senior Air Quality Specialist, AQM  
 Peg Caldwell, RN1, EMS Program, EPHP  
 Phil Ulibarri, Public Information Officer  
 Bev Bayan, WIC Program Manager, CCHS  
 Tina Burton, Plans/Permits Application Aid, AQM  
 Leslie Admirand, Deputy District Attorney  
 Peggy F. O'Neill, Recording Secretary

Eileen Stickney, Administrative Health Services Officer  
 Randall Todd, DrPH, Director, Epidemiology and Public Health Preparedness  
 Tony Macaluso, Environmental Health Specialist Supervisor, EHS  
 Patsy Buxton, Fiscal Compliance Officer, AHS  
 Stacey Akurosawa, EMS Coordinator, EMS Program, EPHP  
 Steve Fisher, Department Computer Application Specialist  
 Curtis Splan, Department Computer Application Specialist  
 Kim Tran Franchie, Environmental Health Specialist, EHS  
 Lei Chen, Senior Epidemiologist, EPHP  
 Carmen Mendoza, Office Assistant II, AHS, WIC Program  
 Bill Mullen, Disease Intervention Specialist, CCHS

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
1:08 pm 1, 2	<b>Meeting Called to Order, Pledge of Allegiance and Roll Call</b>	Chairman Smith called the meeting to order, followed by the Pledge of Allegiance led by Dr. Hess. Roll call was taken and a quorum noted. Councilwoman Ratti is excused.	
3.	<b>Public Comment</b>	<p>Norman Bessler of Fisher Industries, dba Fisher Sand &amp; Gravel, presented comment regarding the recently negotiated \$10,000 fine issued by the Air Quality Management Division for a dust incident. Mr. Bessler was dissatisfied with the outcome of the negotiations, and although Fisher Sand &amp; Gravel agreed to the \$10,000 fine in those negotiations, he wanted to make the District Board of Health members aware that it is his opinion that a \$10,000 fine for a \$5,000 permit is excessive.</p> <p>Chairman Smith began to question Mr. Bessler when Ms. Admirand stated that the "Public Comment" portion of the Agenda must be reserved for that purpose only. She stated that further discussion may be had under the Regular Agenda since this particular matter is on the Agenda for today's meeting.</p>	

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
		<p>Chairman Smith stated that further discussion will be had at that time, and then asked for any further public comment from other attendees.</p> <p>No further public comment was presented.</p>	
4.	<p><b>Approval/Deletions – Agenda – March 22, 2012</b></p>	<p>Chairman Smith called for any deletions to the Agenda of the March 22, 2012 DBOH Meeting.</p> <p>Dr. Iser recommended that Agenda Item Nos. 7.A.1.b, 7.A.1.c., and 7.A.1.d., under the Consent Agenda be moved to the Regular Agenda. Dr. Iser reported also that Bicentennial Apartments, has withdrawn its appeal noted in Agenda Item No. 8, as evidenced by their letter dated March 14, 2012, a copy of which is placed in the record. Dr. Iser therefore recommends that this Item be moved to the Consent portion of the Agenda.</p> <p>Commissioner Jung moved, seconded by Dr. Hess, that the DBOH Agenda be approved as amended.</p>	<p><b>MOTION CARRIED:</b> The agenda for the DBOH March 22, 2012 meeting is approved as amended.</p>
5.	<p><b>Approval/Deletions – Minutes – Meeting of February 23, 2012</b></p> <p><b>Board Comments</b></p>	<p>Chairman Smith called for any additions or corrections to the minutes of the February 23, 2012 DBOH Meeting.</p> <p>Dr. Hess moved, seconded by Commissioner Jung, that the minutes be approved as presented.</p>	<p><b>MOTION CARRIED:</b> February 23, 2012 Minutes approved as presented.</p>
6.	<p><b>Recognitions and Proclamations</b></p>	<p>Chairman Smith and Dr. Iser introduced recognized employees and presented Certificates of Recognition for Years of Service.</p>	
7.	<p><b>Consent Agenda</b></p>	<p><b>A. <u>Air Quality Management Cases:</u></b></p> <p><b>1. Unappealed Citations to the Air Pollution Control Hearing Board:</b></p> <p><b>a. Pace &amp; Associates, Case No. 1071, Unappealed Citation No. 4613</b>  – Staff Reported <b>Citation No. 4613, Case No. 1071</b>, was issued for <b>Pace and Associates</b> on January 20, 2012, for failure to take asbestos samples, give notification, and dispose of possible asbestos containing materials in a proper manner on a mold abatement job located 11875 Ski Run Way in Incline Village, in violation of Section 030.107 of the Washoe County DBOH Regulations Governing Air Quality Management. Staff recommends the citation be <b>upheld</b> and</p>	<p><b>ACTION ITEM:</b> Letter to Pace and Associates regarding \$2,000.00 fine and due date.</p>

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
		<p>a fine in the amount of <b>\$2,000.00</b> be levied as a <b>negotiated settlement</b>.</p> <p>b. <b>First Centennial Title Company, Case No. 1072, Unappealed Citation No. 5008</b> – Staff Reported <b>Citation No. 5008, Case No. 1072</b>, was issued for <b>First Centennial Title Company</b> on January 24, 2012, for closing escrow on a property at 2558 Betsy Street in Sparks, with wood stove inspection paperwork marked “fail” in violation of Section 040.051 D 3B2 and E 3C of the Washoe County DBOH Regulations Governing Air Quality Management. Staff recommends the citation be <b>upheld</b> and a fine in the amount of <b>\$500.00</b> be levied.</p> <p>c. <b>First Centennial Title Company, Case No. 1073, Unappealed Citation No. 5009</b> – Staff Reported <b>Citation No. 5009, Case No. 1073</b>, was issued for <b>First Centennial Title Company</b> on January 24, 2012, for closing escrow on a property at 375 Wellington Way in Reno, with wood stove inspection paperwork marked “fail” in violation of Section 040.051 D 3B2 and E 3C of the Washoe County DBOH Regulations Governing Air Quality Management. Staff recommends the citation be <b>upheld</b> and a fine in the amount of <b>\$500.00</b> be levied.</p> <p>d. <b>Fisher Sand and Gravel Company, Case No. 1074, Unappealed Citation No. 4893</b> – Staff Reported <b>Citation No. 4893, Case No. 1074</b>, was issued for <b>Fisher Sand and Gravel Company</b> on February 1, 2012, for operating without a dust control permit for a period of 139 days in violation of Section 030.000 of the Washoe County DBOH Regulations Governing Air Quality Management. Staff recommends the citation be <b>upheld</b> and a fine in the amount of <b>\$10,000.00</b> be levied as a negotiated settlement.</p> <p>e. Recommendation to Deny Appeal of Paul Pries / Bicentennial Apartments and Uphold Citation and Fine of \$5000– Case Appealed to DBOH From Decision of Air Pollution Control Hearing Board Upholding Citation and Fine on February 21, 2012 - Case 1069, NOV 4986</p>	<p><b>ACTION:</b> Removed from Consent Agenda.</p> <p><b>ACTION:</b> Removed from Consent Agenda.</p> <p><b>ACTION:</b> Removed from Consent Agenda.</p> <p><b>ACTION:</b> Appeal withdrawn. Item removed from Regular Agenda and moved to Consent Agenda. <b>ACTION ITEM:</b> Letter to Paul Pries / Bicentennial Apartments regarding \$5,000 fine and due date.</p>





TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
		<p>5. The Board was advised Staff recommends <b>approval</b> of <b>Subgrant Amendment #1</b> from the <b>Nevada State Health Division</b>, for the period January 23, 2012 to June 30, 2012, in the amount of <b>\$474,811 (with \$47,481 or 10% match)</b>, in support of the Assistant Secretary of Preparedness and Response (ASPR) <b>Hospital Preparedness Program; approval</b> of amendments totaling an increase of <b>\$70,767</b>, in both revenue and expense to the <b>FY 12 ASPR Hospital Preparedness Federal Grant Program, IO 10708</b>; and requested Chairman to execute.</p> <p>Commissioner Gustin moved, seconded by Commissioner Jung, that Staff recommendations on the Consent Agenda be approved in one motion as presented.</p>	<p>Approval of Donation; Notices of Subgrant Award; and Subgrant Amendment #1; the Chairman authorized to execute on behalf of the Board where applicable.</p>
8.	<p><b>Air Pollution Control Hearing Board Cases</b></p>	<p><b>Agenda Item No. 8, Paul Pries/Bicentennial Apartments, Case No. 1069, Citation No. 4986 was moved to the Consent Agenda, since they withdrew their appeal.</b></p> <p><b><u>Items moved from the Consent Agenda to the Regular Agenda.</u></b></p> <p><b>7.A.1.b. First Centennial Title Company, Case No. 1072, Unappealed Citation No. 5008</b> – Staff Reported <b>Citation No. 5008, Case No. 1072</b>, was issued for <b>First Centennial Title Company</b> on January 24, 2012, for closing escrow on a property at 2558 Betsy Street in Sparks, with wood stove inspection paperwork marked “fail” in violation of Section 040.051 D 3B2 and E 3C of the Washoe County DBOH Regulations Governing Air Quality Management. Staff recommends the citation be <b>upheld</b> and a fine in the amount of <b>\$500.00</b> be levied.</p> <p><b>7.A.1.c. First Centennial Title Company, Case No. 1073, Unappealed Citation No. 5009</b> – Staff Reported <b>Citation No. 5009, Case No. 1073</b>, was issued for <b>First Centennial Title Company</b> on January 24, 2012, for closing escrow on a property at 375 Wellington Way in Reno, with wood stove inspection paperwork marked “fail” in violation of Section 040.051 D 3B2 and E 3C of the Washoe County DBOH Regulations Governing Air Quality Management. Staff recommends the citation be <b>upheld</b> and a fine in the amount of <b>\$500.00</b> be levied.</p> <p>First Centennial Title Company, represented by Jim Lyon, President, and Marlene Kelly, Vice Present, appeared before the DBOH stating that they wished to appeal the citations and fines issued to First Centennial in Agenda Item Nos. 7.A.1.b and c.</p>	

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		<p>Dr. Iser questioned whether First Centennial appealed to the Air Quality Hearing Board, and Ms. Kelly informed the DBOH that First Centennial did not appeal the citations.</p> <p>Chairman Smith informed Ms. Kelly that the DBOH and Air Quality Management Division have protocols, and that the initial step is to appeal any citation to the Air Quality Hearing Board (AQHB), and that the AQHB will render its decision, and First Centennial would then have the opportunity to appeal to the DBOH. The DBOH is the final appeal, but those interim steps must be taken first.</p> <p>Ms. Kelly informed the DBOH that the only notification First Centennial received was of today's meeting, which they assumed was the appeal process.</p> <p>Dr. Iser recommended that at this point the First Centennial cases be pulled from the Regular Agenda and sent back through the AQHB appeal process.</p> <p>Commissioner Jung requested that an Air Quality Management representative come to the podium and give an account of how notification was given to First Centennial and how these items came to be on the agenda for today's meeting.</p> <p>Kevin Dick, Director, Air Quality Management Division (AQMD), reported to the DBOH that the reason the First Centennial cases are on today's agenda is that the Citations were issued to First Centennial, and then the AQMD made numerous attempts to schedule a settlement meeting or to fill out the paperwork to file for an appeal, and the AQMD did not have any response from First Centennial. AQMD then put the paperwork through on the Consent Agenda as an unappealed case, since First Centennial was unresponsive to the AQMD regarding the Citations.</p> <p>Commissioner Jung questioned whether we should have a packet that is sent to the cited party which explains the entire process.</p> <p>Dennis Cerfoglio, Senior Air Quality Specialist, AQMD, reported that the process has been established and in place for over 25 years, and this issue has not happened before. When a citation is issued, the appeal process is part of the citation. The process is noted right on the form. So he affirmed that the Citation and notification were timely and properly given to First Centennial.</p> <p>There was discussion about the process and whether it is effective. Mr. Cerfoglio stated that when an AQMD citation is issued, the party is given an appeal form, and it states that they have ten (10) days to appeal. Then, when we receive the appeal form back from the person or entity who was cited, we set up the appeal hearing board, then we send out a packet ...</p>	

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		<p>Commission Jung stated that it sounds as though there was a communication breakdown. Maybe they just didn't understand it. They are here at the DBOH rather than the appeal board.</p> <p>Mr. Cerfoglio stated that may be the case, but the reason it is on today's agenda is because the AQMD did not receive an appeal from First Centennial, so the cases were placed on the DBOH's Consent Agenda, as is our practice.</p> <p>Dr. Iser confirmed that is the process. Dr. Humphreys questioned who from First Centennial signed the acceptance form, and Mr. Lyon stated that he did not know. The form was pulled, and it was assumed that Randi Bennett signed the form since it had "RB" on the form. Mr. Lyon stated that it was not Randi Bennett's signature. After closer review it was determined by First Centennial that it was signed for by their employee, Ranita Brown. Mr. Lyon further stated that it had not made it to his desk.</p> <p>Chairman Smith stated that we have not had this problem in the past with the process, so he would like to see First Centennial go back through the process, meet with Air Quality and see what you can come up with; go to the appeals board, and then if you are still dissatisfied, you can appeal to the DBOH.</p> <p>Mr. Lyon stated that he felt this was fair. All he was asking for was an opportunity to explain this transaction. They close 400 or 500 transactions a month, and have never had an issue such as this.</p> <p>Commissioner Gustin questioned whether the escrow closed before the 24<sup>th</sup> of January, 2012 (the date the Citations were issued) and it was stated that it did.</p> <p>Councilman Gustin moved, seconded by Commissioner Jung, that due to a lack of understanding, First Centennial Title Company be allowed to go back through the AQMD appeal process, beginning with a settlement conference, and progressing to the appeals board, if necessary, on Citation Nos. 5008 and 5009.</p> <p><b>7.A.1.d. Fisher Sand and Gravel Company, Case No. 1074, Unappealed Citation No. 4893 – Staff Reported Citation No. 4893, Case No. 1074,</b> was issued for <b>Fisher Sand and Gravel Company</b> on February 1, 2012, for operating without a dust control permit for a period of 139 days in violation of Section 030.000 of the Washoe County DBOH Regulations Governing Air Quality Management. Staff recommends the citation be <b>upheld</b> and a fine in the amount of <b>\$10,000.00</b> be levied as a negotiated settlement.</p>	<p><b><u>MOTION CARRIED:</u></b> First Centennial Title Company will go back through the AQMD process, beginning with a settlement conference.</p>

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		<p>Mr. Norman Bessler appeared for Fisher Sand and Gravel Company, and Chairman Smith questioned whether Fisher Sand and Gravel had been through the appeal process. Mr. Bessler stated that they had not. Mr. Bessler stated that he agreed to the negotiated fine and did not appeal because the thought of a \$1.3 Million fine hanging over his head was so ominous that he just wanted to finalize the matter. However, he wanted to go on record today stating that the felt a \$10,000 fine for a \$5,000 permit was excessive. He believes it is excessive for an administrative error.</p> <p>Chairman Smith clarified that the fine could have been \$1.3 Million dollars because it is calculated at \$10,000 for the 139 days that the permit was lapsed.</p> <p>Dr. Iser stated to Mr. Bessler that the process would have been to go to the appeals board if he was dissatisfied after the settlement conference.</p> <p>Councilman Gustin stated that he believes we are as culpable for the error as Fisher Sand and Gravel if the AQMD did in fact not have the records. Councilman Gustin asked Mr. Dick if it is true that the AQMD did not have the record of the dust permit. Mr. Dick reported that we did have the information that the permit was expired, but did not have a physical copy of the permit, but it had lapsed for a significant period of time. We determined the permit had expired after receiving complaints from citizens about the dust. As Mr. Bessler explained, they were not practicing dust control on the date the citation was issued. Mr. Dick reported that the time duration of the permit lapse, along with the size and scope of the project (\$425 Million Project) were the contributing factors to the determination of the amount of the fine.</p> <p>Councilman Gustin questioned the date of the incident, and Mr. Bessler explained that it occurred on December 27, and that they had no personnel on the ground, and that they hadn't had personnel on the ground all week. But, when the complaint was lodged, they had 4 water trucks on the ground within 2 hours. Mr. Bessler again expressed dissatisfaction in that it is his understanding that the citation was not for the dust event, but that it was for the 139 day lapse in the dust permit, what he feels is a purely administrative error. Councilman Gustin then asked staff if Fisher Sand and Gravel did indeed respond quickly after being notified of the dust event. Mr. Dick reported that it was actually Friday, December 30, and there was no one on the site except for a security guard. So we had complaints from a couple citizens, and we tried to contact NDOT also, because they are responsible also. There was only one woman in NDOT's office, and she couldn't reach anyone, so he ended up having to contact the Governor's Office, and they assisted me with getting someone from NDOT to respond, and NDOT was able to contact Fisher Sand and Gravel. Once we got in touch with</p>	

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		<p>them, they rolled out there quickly, and they also quickly renewed their dust control permit. They had the renewed permit within 2 days.</p> <p>Dr. Hess questioned what would be a typical fine for lack of dust control. Mr. Dick believes it would be up to \$2,500 per day, but he would have to research to be certain. Dr. Hess stated he was trying to determine for himself if that was a reasonable fine, and to him it seems very reasonable.</p> <p>Dr. Humphries questioned staff about what is the standard protocol for permit tracking? This permit had been lapsed for 139 days and it is on a huge project. Does staff check in on the projects? What normally happens?</p> <p>Mr. Cerfoglio reported that in the past, it has been the Division's practice if a permit is expiring within 60 days, administrative staff will pull those files, and give them to the investigator in that area, and then the investigator will give the permit holder a call within those 60 days just as a courtesy reminder. This one did slip through the cracks, and they did not get a courtesy call.</p> <p>Chairman Smith asked Mr. Bessler if they were indeed operating on an expired dust control permit, and Mr. Bessler confirmed that they were indeed operating on an expired permit. Chairman Smith then questioned what the permit says about water truck operation. Is it supposed to be a 24-hour per day operation? Mr. Bessler confirmed that the permit requires 24-hour a day water truck operation. Mr. Bessler then confirmed that not only did they not have water trucks in operation on that day; they did not have water trucks in operation all week because they had the week off, but they were readily available to deploy.</p> <p>Chairman Smith stated to Mr. Bessler that on 54 miles of construction if you have not been watering for 4 days, and the wind comes up, you are definitely going to have dust control problems. Mr. Bessler stated that they have been on the job for 5 years with only one incident of dust. We pride ourselves in keeping everything wet and keeping the dust down. Even though it is a \$425 Million project, we believe that a \$10,000 fine is excessive for a \$5,000 permit.</p> <p>Mr. Gustin suggested that due to all the extenuating circumstances, he believes a motion to reduce the fine to \$5,000 is appropriate, and Councilwoman Jung seconded that motion. Dr. Iser reminded the Board that Mr. Bessler did not appeal to the appeals board so we would be treating this case differently than the First Centennial case above. Councilman Gustin agreed with Dr. Iser that the parties should be treated equally and withdrew his motion. Dr. Hess stated that he believes the \$10,000 fine is reasonable.</p>	

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		<p>Councilman Gustin moved, seconded by Commissioner Jung, that due to extenuating circumstances, Fisher Sand and Gravel Company will be allowed to go back through the AQMD appeal process, beginning with a settlement conference, and progressing to the appeals board, if necessary, on Citation No. 4893.</p>	<p><b><u>MOTION CARRIED:</u></b> Fisher Sand and Gravel Company shall go back through the AQMD process, beginning with a settlement conference.</p>
9.	<p><b>Regional Emergency Medical Services Authority</b></p> <p>A. <u>Review and Acceptance of the Operations and Financial Report – February 2012</u></p> <p>B. <u>Update of REMSA's Community Activities Since December 2011</u></p>	<p>Mr. Jim Gubbels, Vice President, REMSA reported that the DBOH members have been provided with a copy of the February 2012 Operations and Financial Report; overall emergency response times for life-threatening calls in February 2012 was 91%, and 96% for non-life threatening calls; within the 8 minute zone, it was 91%; within the 15 minute zone, it was 96%; and within the 20 minute zone, it was 89%. Advised the overall average bill for air ambulance service for February 2012 was \$6,935.00, with a year-to-date average of \$7,099.00. The overall average bill for ground ambulance services for February was \$1,014.00, with a year-to-date average of \$1,004.00.</p> <p>Commissioner Jung moved, seconded by Dr. Humphreys, that the Operations and Financial Report for the Month of February 2012 be accepted as presented.</p> <p>Mr. Gubbels presented information regarding REMSA's Point of Impact – Child Safety Seat Program. He informed the DBOH that last year REMSA held 13 community events in that program and reviewed 337 car seats for that period of time. Only 4 of those 337 car seats were installed correctly. We have over the last several years begun to change our model. In many past years, we simply installed the car seats for the parents. We have changed our model to be an instruction forum where we teach the caregiver how to properly install the car seat. We also donated 83 car seats to needy families who were not able to purchase seats for themselves. Funding for this program and others comes from our annual golf tournament, which is June 15. Please mark your calendars and join us. We also have a joint effort with St. Mary's and Renown where we have a trailer stationed at one of the hospitals and citizens can make an appointment and your car seat will be installed for you. We've been doing this program for 7 years. It helps the hospitals and the community. They did about 15,000 appointments last year. The</p>	<p><b><u>MOTION CARRIED:</u></b> REMSA's February 2012 Operations and Financial Report accepted as presented.</p>

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		<p>minimum charge is \$10 and maximum \$25. This program was actually started by one of our paramedics who became so frustrated in responding to accidents in which children were injured because they were not restrained properly. Again, we are very proud of the program.</p> <p>The article in your packet speaks about speed loading ambulances, which is a practice we have used for about 15 years. We are mentioned in this article about 3 or 4 times. It used to take us about an hour and a half; we can restock an ambulance now in less than 30 minutes using this speed loading technique.</p> <p>Chairman Smith asked about the Drug Roundup Program, and Mr. Gubbels explained that this is a program sponsored by the law enforcement and some of the local pharmacies, where they develop a safe place to dispose of prescription drugs rather than filling our sewer system or allowing them to become a part of the prescription drug abuse epidemic.</p>	
10.	<p><b>Review – Acceptance – Monthly Public Health Fund Revenue and Expenditure Report – February 2012</b></p>	<p>Ms. Eileen Stickney, Administrative Health Services Officer, reported that the DBOH members have been provided with a copy of the Health Fund Revenue and Expenditure Report for the month of February 2012. Staff recommends the Board accept the Report as presented. Staff highlighted "Pool Permits," the budget is \$63,000 and currently, the actual is \$17,275.85. Revenues are on track, it's a timing issue and we do expect to receive the entire \$63,000. "Childhood Immunizations" are tracking low. Budget is \$59,000, and the actual is at \$19,050.54. FY 13 budgeted revenue has been adjusted downward in this line item \$23,000. "Death Certificates" revenues, both in ETCs and FY 13, have been adjusted up to \$400,000 versus budgeted at \$280,000. This positive variance is a result in the change in the fee. Fees for birth and death records used to be about \$13, and they are now at \$20 each.</p> <p>On page 4, at the bottom, Equipment Non-Capital is at 174%, and Equipment Capital is at 53%. Capital Equipment must have budget appropriations if you are going to buy capital equipment. Sometimes when we purchase equipment, you are expecting it to be a capital purchase, and it may be below the capital equipment threshold when you actually purchase it. It's okay to overspend or under spend a line item in the Services and Supplies, other than Travel, but when you combine the two appropriations (capital equipment and non-capital equipment), and look at the two actuals, the percentage is at 65%, which is within tolerance of 67%.</p>	



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		<p>Commissioner Jung questioned the low numbers in Childhood Immunizations concerned about it being a low number of children being immunized. Ms. Stickney stated that she would drill down into the numbers to determine if it is a third party billing issue or, if in fact, fewer children are being immunized.</p> <p>Dr. Humphries questioned Account No. 710585 titled, "Undesignated Budget." He wanted to know what items are included in this category. Ms. Stickney replied that the Undesignated Budget item is in direct relation to the indirect costs that come in on the revenue side. The offset for those dollars are under the Federal Grants/Intergovernmental line item, so when we have indirect costs, we recoup that when we don't have a specific line item for those expenses to tie to. So they are related. When we have indirect, we can spend it in the other categories.</p> <p>Councilman Gustin questioned the "Advertising" line item. He stated that when you look at the Advertising budget, even though they are not large numbers, they are significantly 200% of budget. He wanted to know what precipitated such a large variance.</p> <p>Kevin Dick, Director, Air Quality Management, addressed Councilman Gustin's questions by reporting that the AQMD has a 105 Grant funded by the EPA, and due to the timing of the budget process, and when Congress approves the allocation, it plays a role in our budget variance. It is a timing issue, and we used part of that money to put the SMOG phone number for smoking vehicles on the RTC vehicles.</p> <p>Dr. Humphries asked of Ms. Stickney what items are included in Account No. 710100, "Professional Services." This category shows quite an increase from last year. Ms. Stickney reported that this account is used to capture all services for professionals with whom we contract. We do not have a breakdown, but will supply that to the DBOH.</p> <p>Ms. Brown, Director, Community and Clinical Health Services, stated that when her department has lost employees, she is now using short term staffing solutions for soft funding. So if we have grant funding that we don't have the expertise for, but we have the dollars for, we will hire contract employees to fill those needs. We are moving to those Intermittent-Hourly employees to use that soft funding. That could represent some of those dollars. In our department, we have eliminated any secretarial support, and we undertook a huge revision of our policy and procedures manual, and we contracted that out to a service where it is very cost effective for this task to be accomplished.</p>	<p><b><u>ACTION ITEM:</u></b> DBOH asked for more detail and clarification on the low numbers for immunization.</p> <p><b><u>ACTION ITEM:</u></b> DBOH asked for more detail and clarification on increase in spending in the "Professional Services" budget item.</p>

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		<p>Ms. Stickney stated that there are numerous areas where we are contracting services at the moment, so she will prepare a reconciliation, and bring it to the Board for its review so the Board has a better sense of what those projects are.</p> <p>Dr. Humphries moved, seconded by Dr. Hess, that the Health Fund Revenue and Expenditure Report for February 2012 be accepted as presented.</p>	<p><b>MOTION CARRIED:</b> Health Fund Revenue and Expenditure Report for February 2012 accepted as presented.</p>
11.	<p><b>Presentation of FY 13 Budget Update</b></p>	<p>Ms. Eileen Stickney, Administrative Health Services Officer, stated that last week, we presented the Proposed FY 13 Budget to the DBOH, so at this time, we don't have any specific updates to the Budget. The Board requested more detailed information regarding the impacts on the Divisions and programs that the budget cuts will have. To answer those questions, we will utilize the County's Budget Reduction template and bring this information to the Board. We are preparing a FTE count by program, which will give you greater insight to how each program is being affected.</p> <p>We are preparing the comments and working with the Budget Presentation team to prepare for Dr. Iser's presentation of the Proposed FY 13 Budget to the Washoe County Board of County Commissioners, which will be on April 9, 2012.</p>	
12.	<p><b>Staff Reports and Program Updates</b></p> <p>A. <u>Director – Epidemiology and Public Health Preparedness</u></p>	<p>Dr. Randall Todd, Director, Epidemiology and Public Health Preparedness, presented his monthly Division Director's Report, a copy of which was placed on file for the record.</p> <p>Dr. Todd reported that there was an outbreak of a Hand, Foot, and Mouth Disease (HFMD) at a local day care facility. Normally, HFMD is not reportable, but when it manifests as an outbreak, it becomes an extraordinary occurrence of illness, and that makes it reportable. When it was brought to the Health District's attention on the 24<sup>th</sup> of February, there had been cases going on since the 2<sup>nd</sup> of February. There were 12 cases when we found out about it. We immediately made recommendations to the child care facility regarding cleaning and exclusions. We looked a week later, and had no abatement to the onset of new cases. We had as many new cases as the week before we did any intervention, and we were also seeing secondary cases in adult family members of these kids.</p>	

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	<p><b>Board Comments</b></p>	<p>The clinical presentation of HFMD is a fever and lesions on the hands, feet, and mouth of the patient. This strain was presenting lesions in other areas of the body (groin, buttocks, trunk, and arms) and some of them were what we would term as "impressive," rather severe. One picture from a California case looked like Small Pox. Not all of them were that severe, but certainly up to and including that. So, on March 8, we implemented some enhanced control measures. We asked the day care to exclude children until they: (1) had been fever-free for 24 hours, (2) had had no new lesions in the past 48 hours, and (3) all lesions had scabbed over. We noticed an immediate drop off in cases. The following week, we only had 3 cases in the day care and one secondary case, and no cases in the last 8 days. We haven't yet closed this case. We are going to wait out two full incubation periods before we close this out, but we do think we have it under control now.</p> <p>Because of the unusual clinical presentation, staff suspected an unusual strain of Coxsackievirus. Most US cases are caused by Coxsackievirus A 16. Outbreaks with similar presentations have been reported in Europe and Asia that were due to Coxsackievirus A6 (CVA6). More recently, an outbreak due to CVA6 was reported in Alabama, and sporadic cases were reported in California and Connecticut. Information about our investigation here will be published in the CDC's Morbidity and Mortality Weekly Report.</p> <p>Our nursing staff collected specimens to confirm CVA6, and Public Health Laboratories in California and at CDC confirmed CVA6 as the causal agent for this outbreak. We have put out physician alerts to notify the public.</p> <p>Councilman Gustin questioned what caused the CVA6. Dr. Todd reported that CV is generally passed through the fecal/oral route. They are not all that common, but we do see outbreaks of them. This particular one was HFMD and happens to present in certain instances in a spectacular way.</p> <p>General hygiene and cleaning of high touch surfaces in the facility is what stopped it. Bleach is the best cleaning agent. Up until the Alabama outbreak occurred, CV A6 was unheard of in the United States.</p> <p>If untreated or uncontrolled, CVA6 is self-limiting, but it is pretty miserable for those who suffer from it. The most serious issue would be Encephalitis. One of our cases presented to the ER with a febrile seizure. Both of these are rare complications. Dr. Iser added that any skin eruption can result in a bacterial superinfection, but none of these cases progressed in that manner, and the febrile seizure Dr. Todd spoke of may very well have been due to the fever, which would</p>	

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		<p>be his clinical guess. We did notice in some of the pictures strong evidence of scratching that can lead to other secondary infections.</p> <p>Dr. Furman expressed his concern about international influx of disease and our immunization rate. Dr. Todd reported that with school age children and up, we have a high rate of immunization. We have more difficulty with the pre-school aged kids. We have a pretty big stick when it comes to school age kids, without a high number of exclusions.</p> <p>We have a fairly robust syndromic surveillance system in place. Syndromic surveillance looks for a cluster of symptoms as opposed to a firm diagnosis. Our syndromic surveillance includes information that we receive from REMSA. REMSA logs a reason or chief complaint for every ambulance run. This information is fed into a computer, and it looks for any aberration. When treated in an ER for any reason, the chief complaint is again logged into a computer, and it looks for aberrations, and that data is sent to us. We also have pharmacy surveillance, so that when purchases are scanned, aberrations in data are forwarded to us. We also have school absentee monitoring. We look at all of these things on a daily and weekly basis to see if there is something unusual going on that requires further investigation.</p> <p>Dr. Iser stated that it is "syndromic," so we look for a syndrome of symptoms, rather than a diagnosis, which is separate from our active surveillance of influenza for example, where we have six community providers who try to sample everyone with an influenza-like illness.</p> <p>Commissioner Jung questioned when Vital Check would be ready. Dr. Todd stated that he's not sure, but we are targeting the 1<sup>st</sup> of July. We have some preparations that have to be done and coordination with the company that provides that service, and then we will be ready to go live.</p>	
	<p><u>B. Director – Community and Clinical Health Preparedness</u></p> <p><b>Board Comments</b></p>	<p>Ms. Mary-Ann Brown, Director, Community and Clinical Health Preparedness, presented her monthly Division Director's Report, a copy of which was placed on file for the record.</p> <p>Commissioner Jung congratulated Ms. Brown and her team on putting together the Washoe County Food Policy Council which will bring together representatives that will determine ways to make it easier for our population to have access to healthy foods, and everyone in the Health District should be proud since it is the first in the State, and it is also not funded in any way by the Health District. This idea came directly out of the ACHIEVE grant.</p>	

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		<p>Dr. Furman congratulated the team also, and stated that he had been reviewing planning and zoning of restaurants near schools and suggested healthy eating establishments in school areas should be a consideration. Ms. Brown stated that that was brought to the discussion in the development of the Council, but business interests could be affected by this standard. A discussion of open versus closed campuses to affect healthy eating ensued. Commissioner Jung suggested that one thing we should explore is the District Health Officer's influence and power to institute closed school campuses in order to address nutritional behaviors.</p> <p>Ms. Brown stated we could certainly pursue these ideas with our ACHIEVE partners. They have been an active partner in the obesity forum that we have every year.</p> <p>Dr. Humphreys questioned the cause of low immunization numbers. Is it because we have citizens who can't pay for them, or are the numbers actually just down? Ms. Brown reported that she will give a full analysis of the trend in her April DBOH staff report. We have seen that we are doing better with our school aged children, and we have had some billing issues, so I do believe it is multi-faceted.</p> <p>Councilman Gustin also congratulated the team on the formation of the Food Policy Council and questioned Ms. Brown about how frequently they will meet. Ms. Brown reported that the Council has just been formed, and that the first meeting will come in the next few weeks. They are setting up their own governance; we just helped kick them off, and we anticipate that they will set ground rules and a process for how they will continue to meet. We will have a participatory role with them, but they report back to the ACHIEVE group on how and what they are doing, but they are self-governed.</p>	<p><b><u>ACTION ITEM:</u></b>  <b>Investigate HO's influence and power to institute closed school campuses.</b></p>
	<p>C. <u>Director – Environmental Health Services</u></p>	<p>Mr. Robert Sack, Director, Environmental Health Services, presented his monthly Division Director's Report, a copy of which was placed on file for the record.</p> <p>We have actually approved four subdivisions recently, so this indicates a slight uptick in construction in the County.</p>	
	<p>D. <u>Director – Air Quality Management</u></p>	<p>Mr. Kevin Dick, Director, Air Quality Management, presented his monthly Division Director's Report, a copy of which was placed on file for the record. Charlene Albee has been promoted to Chief, Permitting and Enforcement Branch. She will be recognized at next month's DBOH meeting.</p> <p>Mr. Dick stated that he would like to report on our Green, Yellow, Red Burn Code season that runs from November through February. He placed in front of the Board a corrected 2011-2012 calendar of the Burn Code. The one in the packet only</p>	

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
		<p>showed half of February. He directed attention to the 2009 and 2010 Burn Code data. Mr. Dick stated that he had briefed the Board during the May DBOH meeting on the Air Quality Trends Report. The report showed that there were more inversion days in 2009, with more Red Code burn days, than we had experienced in the last 10 years. The AQMD had DRI (Desert Research Institute) do a study to look at the speciation of the PM 2.5 particles that were collected to try and help us understand why these levels exist and what the origin is. The information that the DRI developed noted that we had particularly bad air quality conditions when we had inversions during cold and damp weather with snow on the ground. Mr. Dick stated that those were expected to be the days when we experience particularly bad air quality. Then in 2010 and 2011, we didn't experience those conditions as much, and we had a pretty good season. We only had one stretch over a weekend where we went from Yellow to Red for the Burn Code days. The 2011-2012 winter season was an unusual season all over the country. In addition to the weather conditions, we had the new PM 2.5 monitor in operation at the 4<sup>th</sup> Street monitoring station in Sparks. The region experienced persistent inversion conditions through December, and so in December we have a lot of Yellow and Red Burn Code days that occurred, even, unfortunately, a Red on Christmas and Yellow on New Year's Eve. Fortunately, things have improved since then.</p> <p>Mr. Dick reported that the Health District has contracted with the DRI to investigate spatially what we are experiencing for concentrations around that monitor in Sparks. The contract with DRI was finalized in December, and since then they haven't had good inversion conditions to drive around with monitoring equipment, so the contract has been extended through next winter, and hopefully we will get a better understanding of what the situation is around that monitor in Sparks so we know what we are dealing with and what steps we might be able to take to improve that.</p>	
	E. <u>Administrative Health Services Officer</u>	The Administrative Health Services Officer's Reports were delivered in Agenda Item Nos. 10 and 11.	
	F. <u>District Health Officer</u>	<p>Dr. Joseph Iser, District Health Officer, presented his monthly District Health Officer Report, a copy of which was placed on file for the record.</p> <p>Dr. Iser stated that he has been experimenting with using an electronic version of the DBOH packet and following along on his iPad through the Health District wireless network, and it is working fairly well for him. He is getting accustomed to it. Dr. Todd has an iPad application that allows him to take notes and write on the electronic copy (PDF Notes).</p>	

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
		<p>Dr. Iser addressed Mr. Gustin's questions about the diagnosis on CVA6. Dr. Iser stated that we all prepare and submit our reports at least a week prior to the DBOH meetings, and a lot of things have happened in the last week, so that is why the confirmation of diagnosis is not mentioned in our reports.</p> <p>As to immunization rates, Dr. Furman, I am not sure that we fully answered your question. As we all said, we have a good handle on school-aged children with our authority there. It's the two year old population where we have poorer rates of immunization. We have reported that the rates have risen, but they are still at a fairly low level in that age group. I would guess around 70% or so; so it's our youngest population who are most susceptible to vaccine preventable diseases, as are our oldest as immunity wanes, and the younger children visit grandparents. It is a critical stage.</p> <p>As to budget issues, I reported that I met with Mr. Whitley, actually yesterday, and we were at least able to forge an agreement so that part of the funds in the Tobacco Grant that would have been decreased on April 1 will remain stable for six months. I will be meeting with federal partners, in particular, Family Planning, and other groups at the Regional Office of the Administrator, HSRA, and the Air Quality Division of the US EPA. When I meet with HRSA, it will be not only about this, but primarily on the School Based Health Center grant in coalition with the school district in looking at developing a grant request and getting money in to support school-based health centers. The coalition being form is led by the schools. We are looking at three schools right now. It all depends on what all we can get, and whether we can get a planning grant. Those are the kinds of things we will be discussing.</p> <p>As Dr. Todd mentioned, the CDC is putting together a report for the MMWR (Morbidity and Mortality Weekly Report), which is like a continuing revelation Bible for us. So, we (health officers, epidemiologists, division directors) use this publication frequently. The subjects are different every week, and we look at what the trends are. That is why it is important that this report come out quickly, so that if other jurisdictions see a syndrome as we have described, they will have an understanding that instead of looking for other causes, they can focus on this Cocksackie A6.</p> <p>Next week is National Public Health Week, and you will be seeing press releases regarding our programs for the week.</p>	
13.	<b>Board Comment</b>	No Board comment was presented.	

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
14.	<b>Public Comment</b>	No public comment was presented.	
15.	<b>Motion to Adjourn</b>	<p>There being no further business to come before the Board, the meeting was adjourned.</p> <p>Councilman Gustin moved, seconded by Dr. Hess, that the meeting be adjourned.</p>	<p><b><u>MOTION CARRIED:</u></b>  The meeting was adjourned at 2:34 p.m.</p>

*Joseph P. Iser*

\_\_\_\_\_  
JOSEPH P. ISER, MD, DrPH, MSc  
DISTRICT HEALTH OFFICER

*Peggy F. O'Neill*

\_\_\_\_\_  
PEGGY F. O'NEILL,  
RECORDING SECRETARY





# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



**Public Health**  
Prevent. Promote. Protect.

DATE: April 26, 2012  
TO: District Board of Health  
FROM: Kevin Dick, Director, Air Quality Management  
SUBJECT: First Centennial Title Company – Case 1072  
Negotiated Settlement Citation No. 5008  
Agenda Item: **7.A.1.a.**

### Recommendation

Air Quality Management Division Staff recommends that Citation No. 5008 be upheld and a fine of \$250.00 be levied against First Centennial Title Company for closing escrow on a property at 2558 Betsy Street, Sparks, Nevada with a wood stove inspection form marked fail. The solid fuel burning device located in the residence should have been removed and a re-inspection form completed and filed with the Air Quality Management Division for confirmation prior to the close of escrow. The Citation was issued for a violation of Section 040.051.D(3)(b)(2) and E(3)(c) of the District Board of Health Regulations Governing Air Quality.

Recommended Fine: \$500.00

Negotiated Settlement: \$250.00

### Background

On December 1, 2011, a woodstove inspection was completed at 2558 Betsy Street in Sparks, Nevada, by Terrance Callahan, certified woodstove inspector #302. Mr. Terrance verified that the woodstove did not qualify to remain in the home and marked failed on the residential woodstove inspection form. On December 6, 2011, the Air Quality Management office received the woodstove inspection form from Mr. Terrance marked failed. On December 7, 2011, the Air Quality Management office mailed a "Notice of Denial of Certification" letter to the seller Carmen Ramirez, Lois Craik of KRCH Realty, Randi Bennett of First Centennial Title Company and Mr. Terrance Callahan the woodstove inspector.

The Notice of Denial Certification clearly states and was highlighted in yellow: *"In the case of certification denial, a second inspection is necessary to determine compliance with Health District Regulations. The Certificate of Compliance will be issued upon verification of removal! Notice of Exemption cannot be filed."*

On December 8, 2011, a Change of Ownership on the property at 2558 Betsy Street in Sparks, Nevada was filed at the Washoe County Assessors Office.

On January 4, 2012 a Notice of Exemption was filed with the Air Quality Management office noting NO SOLID FUEL BURNING DEVICE.

On January 24, 2012, AQ Specialist Wallace Prichard was sent to First Centennial Title Company located at 1440 Ridgeview Drive Suite 100 to issue Notice of Violation Citation No. 5008 for closing escrow on a property at 2558 Betsy Street, Sparks, Nevada, with wood stove inspection form marked fail. The solid fuel burning device located in the residence should have been removed and a re-inspection form confirming the removal should have been filed with Air Quality Management prior to the close of escrow.

**P.O. BOX 11130 Reno, NV 89520-0027 • (775) 784-7200 • FAX (775) 784-7225**

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April 26, 2012  
DBOH/First Centennial Title Co/Case 1072  
Page 2

On March 22, 2012, at the District Board of Health meeting, Case #1072 was removed from the consent agenda and remanded back to the Air Quality Management Division for a negotiated settlement.

### **Settlement Meeting**

On April 10, 2012, a negotiated settlement meeting was attended by Ms. Marlene Kelly, Ms. Randi Bennett and Mr. James Lyon, all of First Centennial Title Company, along with AQ Specialist Prichard and Ms. Charlene Albee, Permitting & Enforcement Branch Chief. The First Centennial Title representatives were provided with a copy of Section 040.051 Woodstove/Fireplace Insert Emission regulations identifying the applicability and requirements regarding the removal and re-inspection requirements with regards to an uncertified woodstove. After a discussion of the woodstove regulations as they apply to this case, Mr. Lyons acknowledged that this was the responsibility of the title company. Mr. Lyons indicated this subject would be brought up at their next quarterly training meeting. Ms. Albee offered to have AQMD staff provide compliance assistance by giving a presentation on the regulations at the next training session which was greatly appreciated by all of the First Centennial representatives.

Ms. Albee offered to settle this matter for \$250.00 since First Centennial Title had acknowledged responsibility and was implementing new procedures to prevent future noncompliance. Mr. Lyons agreed and a Memorandum of Understanding was signed by all parties.

### **Alternatives**

1. The District Board of Health may determine that no violation of the Regulations has taken place and dismiss Citation No. 5008.
2. The Board may determine to uphold Citation No. 5008 but levy any fine in the range of \$0 to \$500.

In the event the Board determines to change the proposed penalty, the matter should be continued so First Centennial Title Company may be properly noticed.



Kevin Dick  
Division Director  
Air Quality Management

KD/CA: ma



WASHOE COUNTY DISTRICT HEALTH DEPARTMENT  
AIR QUALITY MANAGEMENT DIVISION  
401 RYLAND STREET, SUITE 331 • P.O. BOX 11130 • RENO, NV 89520  
(775) 784-7200



**NOTICE OF VIOLATION**

NOV 5008

DATE ISSUED: 01/24/2012

ISSUED TO: First Centennial PHONE #: \_\_\_\_\_

MAILING ADDRESS: 1450 Ridgeview Dr #100 CITY/ST: Reno ZIP: 89519

NAME/OPERATOR: Randi Bennett PHONE #: 689-8510

DRIVER LICENSE #/SSN \_\_\_\_\_

YOU ARE HEREBY OFFICIALLY NOTIFIED THAT ON 01/24/2012 (DATE) AT 3:00 P.M. (TIME), YOU ARE IN VIOLATION OF THE FOLLOWING SECTION(S) OF THE WASHOE COUNTY DISTRICT BOARD OF HEALTH REGULATIONS GOVERNING AIR QUALITY MANAGEMENT:

**MINOR VIOLATION OF SECTION:**

040.030 \_\_ DUST CONTROL

040.055 \_\_ ODOR/NUISANCE

040.200 \_\_ DIESEL IDLING

OTHER 040.051

**MAJOR VIOLATION OF SECTION:**

030.000 OPERATING W/O PERMIT

030.2175 VIOLATION OF PERMIT CONDITION

030.105 ASBESTOS/NESHAP

OTHER \_\_\_\_\_

VIOLATION DESCRIPTION: Falsification of Information, Section D, Section E(3c) Notice of Exemption. Filed notice of Exemption without reinspection.

LOCATION OF VIOLATION: 375 Wellington Way, Reno, NV 89506

POINT OF OBSERVATION: County Recorder.

Weather: N/A Wind Direction From: N E S W

Emissions Observed: \_\_\_\_\_  
(If Visual Emissions Performed - See attached Plume Evaluation Record)

**WARNING ONLY:** Effective \_\_\_\_\_ a.m./p.m. \_\_\_\_\_ (date) you are hereby ordered to abate the above violation within \_\_\_\_\_ hours/days. I hereby acknowledge receipt of this warning on the date indicated.

Signature \_\_\_\_\_

**CITATION:** You are hereby notified that effective on \_\_\_\_\_ (date) you are in violation of the section(s) cited above. You are hereby ordered to abate the above violation within \_\_\_\_\_ hours/days. You are further advised that within ten days of the date of this violation you may submit a written notice of appeal to the Chairman, Hearing Board, P.O. Box 11130, Reno, Nevada 89520. Failure to submit a notice of appeal in the time specified will result in submission of this violation to the District Board of Health, together with a request that an administrative fine be levied against you. If you do not wish to file an appeal the appropriate fine may be paid at the District Health Department.

**SIGNING THIS FORM IS NOT AN ADMISSION OF GUILT**

Signature: [Signature] Date: 1/24/12

Issued by: Wallace Richard Title: Air Quality Specialist II

WASHOE DOES NOT DISCRIMINATE ON THE BASIS OF SEX, RACE, COLOR, AGE, RELIGION, DISABILITY OR NATIONAL ORIGIN IN THE ACTIVITIES AND SERVICES WHICH IT PROVIDES. IF YOU HAVE ANY QUESTIONS, PLEASE CALL WASHOE COUNTY HUMAN RESOURCES - 328-2080; TDD NUMBER 328-3685.



# DISTRICT HEALTH DEPARTMENT AIR QUALITY MANAGEMENT DIVISION

## MEMORANDUM OF UNDERSTANDING

WASHOE COUNTY HEALTH DISTRICT  
AIR QUALITY MANAGEMENT DIVISION

Date: 4/10/12

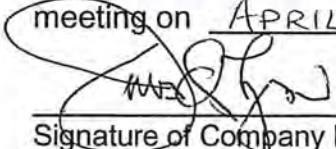
Company Name: FIRST CENTENNIAL TITLE CO OF NEVADA

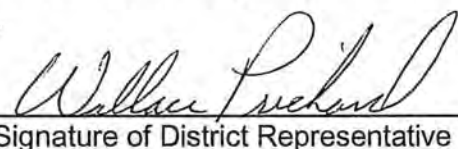
Address: 1450 RIDGEVIEW DR #100 RENO, NV 89519

Notice of Violation No.: 5008 Case No.: 1072

The staff of the Air Quality Management Division of the Washoe County District Health Department issued the above referenced citation for the violation of Regulation: 040.051 D AND E.3.C FILED NOTICE OF EXEMPTION WITHOUT REINSPECTION OF UNCERTIFIED DEVICE

A settlement of this matter has been negotiated between the undersigned parties resulting in a penalty amount of \$ 250.00. This settlement will be submitted to the District Board of Health for review at the regularly scheduled meeting on APRIL 26, 2012.

  
Signature of Company Representative

  
Signature of District Representative

JAMES O. LYON  
Print Name

Wallace Prichard  
Print Name

President  
Title

Air Quality Specialist  
Title

  
Witness

Charlene Albee  
Witness

  
Witness

\_\_\_\_\_  
Witness

PETITION TO THE HEARING BOARD  
FROM MARLENE KELLY, VICE PRESIDENT  
FIRST CENTENNIAL TITLE CO  
DATED MARCH 26, 2012

WASHOE COUNTY DISTRICT HEALTH DEPARTMENT  
AIR QUALITY MANAGEMENT DIVISION  
PO Box 11130  
Reno, Nevada 89520-0027  
(775) 784-7200 Fax (775) 784-7225

AIR QUALITY MGMT.  
MAR 28 2012  
WASHOE COUNTY  
HEALTH DIST.

A PETITION TO THE HEARING BOARD

PETITIONER: First Centennial Title PHONE: 775-689-8510  
ADDRESS (MAILING) 1450 Ridgerview Dr #100 ZIP CODE: 89519  
Reno, NV 89519  
ADDRESS (ACTUAL LOCATION) Same as Above  
EQUIPMENT OR PROCESS REGISTERED WITH CONTROL OFFICER? YES  NO

APPEAL OF ORDER   
APPEAL OF VIOLATION   
REQUEST FOR VARIANCE

VIOLATION NOTICE RECEIVED: # 5008 DATE: 1-24-2012

REGULATION INVOLVED: SECTION: Minor Violation ; Other  
040-051

Property Address: 2558 Betsy Street  
SPARKS, NV 89434

BASIS FOR APPEAL/VARIANCE: Not in the scope of our  
escrow. We don't order inspections, therefore,  
we don't order re-inspections. Parties  
signed that woodstove was removed.

FILED BY:

Marlene Kelly  
Name (Type or Print)

Vice President  
Title

Marlene Kelly  
Signature

3-26-12  
Date

COMPLAINT INVESTIGATION REPORT  
Washoe County Air Quality Management Division

Complaint Number: **CMP12-0017**

Complaint Status: NOV

Source of Complaint: INVESTIGATOR

Complaint Type: WOODSTV

Date Received: 01/25/2012

Time: 3:00:00 PM

Inspector: WPRICHARD

Inspector Area: 5

Complaint Description: NOV CITATION 5008 - CASE 1072 - 375 WELLINGTON WAY RENO - FALSELY FILED NOTICE OF EXEMPTION; WOOD STOVE FAILE

Address: 1450 RIDGEVIEW DR RENO

Location: Unit #100

Parcel Number: 04222229

Related Permit Number:

Complainant:

AIR QUALITY INSPECTOR  
WALLY PRICHARD  
AIR QUALITY SUPERVISOR 11  
1001 E. 9TH ST. BLDG. A, RM# 1 89520  
784-7212

Responsible Party:

FIRST CENTENNIAL TITLE COMPANY  
RANDI BENNETT  
1450 RIDGEVIEW DRIVE #100  
RENO NV 89519  
689-8510

Investigation:

WOOD STOVE FAILED COMPLIANCE INSPECTION REQUIRING SECOND INSPECTION VERIFYING REMOVAL OF UNCERTIFIED DEVICE, REGULATION 040.051. DENIAL LETTER MAILED TO ALL INVOLVED PARTIES NOTING NOTICE OF EXEMPTION FORM WAS NOT TO BE FILED. NOTICE OF EXEMPTION WAS FILED FALSELY AND INSPECTION TO VERIFY REMOVAL OF UNCERTIFIED DEVICE WAS NOT COMPLETED.

Falsification of information, section D3 and section E3c Notice of Exemption.

Sequence of Events regarding 375 Wellington Way Reno:

October 4, 2011

Wood stove inspection completed at residence.

Wood Stove Inspector Keith Pollman,

Inspector #296 failed device for noncompliance. Inspection form states a second inspection is necessary if FAIL is checked.

October 7, 2011

Residential Wood Stove Inspection form

received in the Air Quality office marked as

a failed inspection.

October 7, 2011  
involved parties;

Seller - Laura Chavez-De-Plascencia ET AL  
Hope Lewis - Remax Carter Geer & Associates  
Randi Bennett - First Centennial Title Company  
Wood Stove Inspector - Keith Pollman #296

Notice of Denial of Certification mailed to all

NOTICE OF DENIAL CERTIFICATION clearly states and is highlighted in yellow "In the case of certification denial, a second inspection is necessary to determine compliance with Health Department regulations. The Certificate of Compliance will be issued upon verification of removal! Notice of Exemption cannot be filed!

In January 2012, Cross referencing Failed Inspection with Washoe County Assessors records the following information was found:

October 27, 2011

Change of Ownership recorded

December 16, 2011  
office noting NO SOLID FUEL  
BURNING DEVICE

Notice of Exemption filed with the Air Quality

Documents turned over to Dennis Cerfoglio, Air Quality Lead Inspector. Notice of Violation issued on January 24, 2012, by Wallace Prichard, Air Quality Specialist II

Enforcement Activities

Warning Citation.:  
NOV.....: 01/24/2012

Citation Number: 0  
NOV Number....: 5008  
Case Number.....: 1072

Settlement.....:  
Appealed.....:  
Upheld.....:

Amount.....: \$0.00  
Amount.....: \$0.00

Status Information

Initialized By.....: TBURTON  
Date Assigned.....: 01/25/2012

Completed Date...:  
Completed By.....:



VIOLATION: Minor Violation of Section 040.051 Section D. (3) b.(2),  
And Section E, (3) c.  
Residential Property Notice of Exemption & Falsification of  
Information  
Citation Notice of Violation #5008  
Case # 1072

ISSUED TO: First Centennial Title Company  
1440 Ridgeview Drive, Suite #100  
Reno, Nevada 89519  
PH: (775) 689-8510

OPERATOR: Randi Bennett  
Escrow Officer  
1440 Ridgeview Drive, Suite #100  
Reno, Nevada 89519  
PH: (775) 689-8510

On January 24, 2012, Inspector Wallace Prichard was notified by Christina Burton, Plans/Permits/Application Aid for Air Quality that she had noticed a wood stove violation of the Air Quality Regulations during the routine records check with the County Assessors Office. She requested that Air Quality Specialist Prichard write and serve a Citation Notice of Violation to First Centennial Title Company for filing a Notice of Exemption.

The property was owned by Carmen Ramirez 2558 Betsy Street, Sparks, Nevada 89431.

The first wood stove inspection was conducted by inspector Terrance Callahan #302. He verified that the stove did not qualify to remain in the home and marked failed on the first residential wood stove inspection form.

This is the sequence of events regarding 2558 Betsy Street, Sparks, Nevada 89431:

December 1, 2011 Wood stove inspection completed at residence. Wood Stove Inspector Terrance Callahan, Inspector #302 failed device for noncompliance. Inspection form states a second inspection is necessary if **FAIL** is checked.

December 6, 2011 Residential Wood Stove Inspection form received in the Air Quality office marked as a failed inspection.

December 7, 2011 Notice of Denial of Certification mailed to all involved parties;  
Seller – Carmen Remairez  
Hope Lewis –Lois Craik KRCH Realty  
Randi Bennett - First Centennial Title Company  
Wood Stove Inspector – Terrance Callahan #302

**NOTICE OF DENIAL CERTIFICATION** clearly states and was highlighted in yellow "In the case of certification denial, a second inspection is necessary to determine compliance with Health District regulations. The Certificate of Compliance will be issued upon verification of removal! Notice of Exemption cannot be filed!

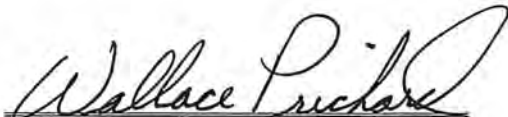
In January 2012, Cross referencing Failed Inspection with Washoe County Assessors records and the following information was found:

December 8, 2011 Change of Ownership recorded at the Washoe County Assessors Office.

January 4, 2012 Notice of Exemption filed with the Air Quality office noting **NO SOLID FUEL BURNING DEVICE**

On January 24, 2012 at 1500 hours, Specialist Prichard issued a Notice of Violation #5008.

Air Quality Specialist 3 Dennis Cerfoglio was notified on January 25, 2012 at 0730 hours that Specialist Prichard had issued a Notice of Violation to First Centennial Title Company



Wallace Prichard  
Air Quality Specialist II  
Air Quality Management Division  
Washoe County Health District

# RECOMMENDED FINE WORKSHEET

DATE: 1-24-2012

CASE NO.: 1072

NOV NO.: 5008

COMPANY NAME: First Centennial Title Company

CONTACT NAME: Randi Bennett, Escrow Officer

VIOLATION OF SECTION(S): 040.051

(MAJOR/ MINOR)

X 1<sup>ST</sup> VIOLATION

       2<sup>ND</sup> VIOLATION

       3<sup>RD</sup> VIOLATION

NO HAZARDOUS AIR POLLUTANT YES / NO

PM TYPE OF AIR CONTAMINANT  
(CO, NOX, SOX, PM, VOC'S)

NO LEGALLY PERMITTED SOURCE YES / NO

YES PUBLIC HEALTH EXPOSURE YES / NO

N/A NUMBER OF DAYS IN VIOLATION YES / NO

NO PUBLIC COMPLAINTS YES / NO

1. **DEGREE OF VIOLATION:** MINOR MODERATE MAJOR  
(The degree to which the person/company has deviated from the regulatory requirements)

Did not follow woodstove regulations of properly removing a failed illegal, uncertified stove solid fuel burning device prior to close of escrow, and sold the residence with the failed unit still in place.

2. **ECONOMIC BENEFIT COMPONENT:** (OPTIONAL): MINOR MODERATE MAJOR  
ESTIMATED COST \$ 50 - 250

(Economic effect to the person/company for NOT complying with the Regulations including avoided costs and delayed costs)

Cost for removal of the illegal, uncertified stove plus woodstove inspector re-inspection fees.

3. **DEGREE OF COOPERATION:** MINOR MODERATE MAJOR  
(The person/company's efforts to immediately cease the violation and come into compliance)

There was absolutely no cooperation from any representative of First Centennial Title Company despite repeated contacts by Air Quality staff in order to try to settle this case satisfactorily.

4. **ADDITIONAL COMMENTS:**

AQ Specialist Wally Prichard made contact with Randi Bennett, Escrow Officer for First Centennial Title Company and/or her assistant on three separate occasions to try to set up a time for a settlement meeting. There was no response from anyone at the Title Company.

RECOMMENDED FINE: \$500

\_\_\_\_\_  
AQ SPECIALIST'S SIGNATURE

NOTE: "Minor Violations", per District Regulations, cannot exceed \$1000 for the first and second violations. Third minor violations, plus "major violations" cannot exceed \$10,000 per day.

APPELLANT NOTIFICATION OF THE  
DBOH MEETING ON MARCH 22, 2012



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



**Public Health**  
Prevent. Promote. Protect.

ATTACHED IS A COPY OF EACH ACKNOWLEDGEMENT FORM DOCUMENTING THAT THE AFORESIGNED HAS BEEN PROPERLY NOTIFIED OF THE DATE, TIME AND LOCATION OF THE DISTRICT BOARD OF HEALTH MEETING TO CONSIDER THE FINAL DISPOSITION OF SAID CASE.

**P.O. BOX 11130 Reno, NV 89520-0027 • (775) 784-7200 • FAX (775) 784-7225**

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# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



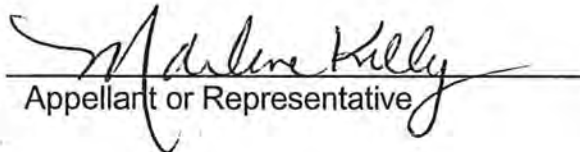
**Public Health**  
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March 14, 2012

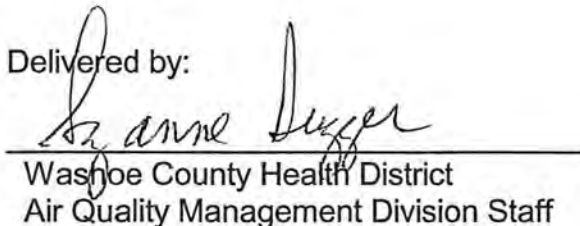
Randi Bennett  
First Centennial Title Company  
1450 Ridgeview Drive Suite 100  
Reno, NV 89519

RE: Case 1072, NOV Citation 5008

I hereby acknowledge receiving a packet of the information to be presented to the Washoe County District Board of Health regarding Case No. 1072, at its meeting to be held on Thursday, March 22, 2012 at 1:00 p.m., at 1001 East Ninth Street, Reno, Nevada, Building B, Auditorium B. I understand that at this meeting the District Board of Health will take the appropriate administrative action against Case.

  
Appellant or Representative

3-13-12  
Date

Delivered by:  
  
Washoe County Health District  
Air Quality Management Division Staff

P.O. BOX 11130 Reno, NV 89520-0027 • (775) 784-7200 • FAX (775) 784-7225

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# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



**Public Health**  
Prevent. Promote. Protect.

March 14, 2012

Randi Bennett  
First Centennial Title Company  
1450 Ridgeview Drive Suite 100  
Reno NV 89519

RE: Case 1072, NOV Citation 5008

The matter noted above has been scheduled before the District Board of Health for review on *March 22, 2012*, at 1:00 p.m., at 1001 East Ninth Street, Reno, Nevada, Building B Auditorium B. As the Board may have some questions concerning this case, it would be wise to have someone familiar with the facts in attendance.

If you have any questions or need further information, please contact me at (775) 784-7232 or (775) 772-7896.

Sincerely,

*Marg Ames for Dennis Cerfoglio*

Dennis Cerfoglio  
Senior Air Quality Specialist  
Air Quality Management Division  
Washoe County Health District

DC: ma

P.O. BOX 11130 Reno, NV 89520-0027 • (775) 784-7200 • FAX (775) 784-7225

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CORRESPONDENCE FROM MARLENE KELLY, VICE PRESIDENT OF  
FIRST CENTENNIAL TITLE COMPANY OF NEVADA  
DATED 3/8/2011  
RECEIVED IN AIR QUALITY 3/13/2012





# FIRST CENTENNIAL TITLE COMPANY OF NEVADA

1450 RIDGEVIEW DRIVE, STE. 100  
RENO, NV 89519

PHONE: (775) 689-8510 • FAX: (775) 689-8520

March 8<sup>th</sup>, 2011

Chairman Hearing Board  
P. O. Box 11130  
Reno, Nevada 89520

AIR QUALITY MGMT.

MAR 13 2012

WASHOE COUNTY  
HEALTH DIST.

RE: Notice of Violation #5008 and 5009

Dear Sirs:

We are in receipt of two Notices of Violation. These were just given to me by our escrow officer, Randi Bennett.

It is my understanding that through each of these escrows the wood stoves that were inspected did not pass the county requirements. Therefore, to remedy the situation, Randi Bennett went to the only form we have available as a title company and had the parties sign that the wood stoves have been permanently been removed from the property. We are not aware that anything further needed to be done.

Since we don't order the inspections we did not order the re-inspection. I feel that is outside of the scope of what a title company's responsibilities are.

In my opinion, the title company did act very responsible in having both the Buyer and Seller sign in front of a notary that the woodstove had been removed.

We ask that you wave any penalties that you might be intending to levy on this title company. As a member of the management team we will forward a message to our staff so that this problem won't happen in the future. We will encourage our escrow officers to take note should an inspection fail, that the parties need to take further steps with Air Quality.

Best regards,

Marlene Kelly  
Vice President

Enclosures: Copies of Violations





FIRST CENTENNIAL TITLE COMPANY OF NEVADA

1450 Ridgeview Drive, #100

~~P.O. Box 10538~~

Reno, Nevada ~~89518-0538~~ 89519

AIR QUALITY MGMT.

MAR 13 2012

WASHOE COUNTY  
HEALTH DIST.

neopost

03/08/2012

US POSTAGE

FIRST-CLASS MAIL

\$00.45<sup>0</sup>

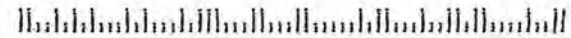


ZIP 89519  
041L11220910

Chairman Hearing Board  
P. O. Box 11130  
Reno, NV 89520

*Attention-*

9520+0027



RESIDENTIAL WOODSTOVE INSPECTION

NOTICE OF EXEMPTION

NOTICE OF DENIAL OF CERTIFICATION

WASHOE COUNTY



HEALTH DISTRICT

# RESIDENTIAL WOOD STOVE INSPECTION

Note: It is unlawful to complete any escrow transaction unless all wood stove appliances in the residential property have been certified as being in compliance with wood stove emission standards.

AIR QUALITY MGMT.

DEC 08 2011

WASHOE COUNTY HEALTH DIST.

NO. 10270

(PLEASE PRINT CLEARLY)

Date 12-01-11

PASS

FAIL

In order for escrow to close "PASS" must be checked. If "FAIL" is checked, a second inspection is necessary.

Seller Armen Ramirez Phone N/A

INSPECTION LOCATION 2538 Betsy St Sparks Nev 89434

APN # 026-370-43 Escrow # 187594 RB1

Mailing Address 337 Pyramid Wy Sparks Nev 89434

Real Estate Agent Lois Craik Phone 846-7720

Agency Name KREH Realty

Address 337 Pyramid Wy Sparks Nev 89434

Title Company First Centennial Phone 689-8510

Address 1450 Ridgeview Dr Suite 100 Reno, Nev 89519

Forward To: \_\_\_\_\_

Escrow Agent: Randi Bennett or Present owner: \_\_\_\_\_

### DO NOT ABBREVIATE THIS SECTION

Manufacturer/Model-Design	HD Ref. #	Location	Certified	Uncertified	Exempt
1. <u>Regency F/S (NO model plate)</u>	<u>---</u>	<u>F.R.M.</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. _____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. _____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. _____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: 50<sup>th</sup> Fee

Signature of Inspector [Signature] 813-1924 Inspector # 302

The above signed hereby swear (or affirm) under penalties prescribed for perjury in NRS 199.120 that the above information is true and correct of my own knowledge.

HEALTH DISTRICT USE ONLY

Verification Date \_\_\_\_\_ Exemption Approved:  Denied:

Comments: \_\_\_\_\_

Verified by \_\_\_\_\_

P.O. BOX 11130 RENO, NV 89520-0027 (775) 784-7200

WASHOE COUNTY DOES NOT DISCRIMINATE ON THE BASIS OF SEX, RACE, COLOR, AGE, RELIGION, DISABILITY OR NATIONAL ORIGIN IN THE ACTIVITIES AND/OR SERVICES WHICH IT PROVIDES. IF YOU HAVE ANY QUESTIONS, PLEASE CALL WASHOE COUNTY PERSONNEL DIVISION - 328-2080; TDD NUMBER 328-3685.

54  
-bobby  
street  
-no 11/11  
89509

# NOTICE OF EXEMPTION



FOR VALIDATION RETURN TWO COPIES WITH THE \$13.00 FILING FEE TO:  
 AIR QUALITY MANAGEMENT DIVISION, 401 RYLAND STREET, STE. 331  
 RENO, NV 89502-1643 - (775) 784-7200

The undersigned affirm there is no wood stove, pellet stove, or fireplace insert on the property at:

2558 Betsy Street	Sparks, NV 89431		
Property Address	City	State	Zip Code
026-370-43	First Centennial Title Company of Nevada		00187594
APN	Title Company or Mobile Home Dealer		Escrow Number

RESIDENCE CONTAINS (PLEASE MARK ALL THAT APPLY):


- |   |  |
|---|--|
| <input type="checkbox"/> MANUFACTURED GAS UNIT<br>or GAS RETROFIT<br><br><input type="checkbox"/> FIREPLACE ONLY: doors are not gasketed to<br>make device airtight | <input checked="" type="checkbox"/> NO SOLID FUEL BURNING DEVICE<br><br><input checked="" type="checkbox"/> UNCERTIFIED WOODSTOVE REMOVED<br>FROM PROPERTY PRIOR TO SALE.<br>(Not previously inspected.) |
|---|--|

SELLER	BUYER
<u>Carmen Marie Ramirez</u> Print Name	<u>Clifford Heinzer</u> Print Name
 Seller Signature	 Buyer Signature
12/6/11 Date	04 DEC 11 Date
<u>Randi S. Bennett</u> Notary Signature	<u>Hector Herra</u> Notary Signature
12.6.11 Date	12/4/2011 Date
SEAL: RANDI S. BENNETT Notary Public - State of Nevada Appointment Recorded in Washoe County No. 96-8349-2 - Expires September 17, 2012	SEAL: Islamic Republic of Afghanistan HECTOR HERRA CONS. ASSOCIATE



This form is located on our website at [www.washoecounty.nv.gov/airquality](http://www.washoecounty.nv.gov/airquality)

New owner agrees to allow District Health Dept. access to property to perform verification inspection for a period not to exceed 30 days from date of close of escrow. The above signed hereby swear (or affirm) under penalties prescribed for perjury in NRS 199.120 that the provided information is true and correct of their own knowledge. Perjury is a felony, subject to up to 10 years in prison and a \$10,000 fine.	To be stamped by Air Quality Management for Validation  <div style="text-align: right; font-weight: bold;">AIR QUALITY MGMT.</div>
--	--

  
**JAN 04 2012**  
**WASHOE COUNTY HEALTH DIST.**

Escrow filed 12/8/2011



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



**Public Health**  
Prevent. Promote. Protect.

### NOTICE OF DENIAL OF CERTIFICATION

To Whom It May Concern:

This letter serves as notice that, pursuant to Section 040.0512 of the Washoe County District Board of Health Regulations Governing Air Quality, the residential property at the address listed below is denied Residential Wood Stove Certification based on information determined during a recent inspection.

The owner of said property has the option to remove or replace the uncertified appliance(s) the inspector noted in the residence. If the appliance is unverifiable, then the owner (or his agent) must produce acceptable proof that the appliance is certified.

**In the case of certification denial, a second inspection is necessary to determine compliance with Health Department regulations. The Certificate of Compliance will be issued upon verification of removal! Notice of Exemption cannot be filed!**

#### PROPERTY INFORMATION

Inspection #: 10270 Inspector: TERRANCE CALLAHAN ESCROW #: 87594RB1

Owner: CARMEN M. RAMIREZ

Address: 2558 BETSY STREET SPARKS NV 89434

Title Company: FIRST CENTENNIAL - RIDGEVIEW BRANCH - RANDI BENNETT

Real Estate Agent: LOIS CRAIK - KRCH REALTY - PYRAMID WAY SPARKS NV

#### CAUSE FOR DENIAL:

XXX Appliance Uncertified  
 \_\_\_\_\_ Unable to Verify Appliance  
 \_\_\_\_\_ Insufficient Information on Inspection Form

12/01/11 Inspection Date  
12/06/11 Received by Washoe County Air Quality Management Division  
12/07/11 Denial Notification Mailed

CB/00 P.O. BOX 11130 Reno, NV 89520-0027 • (775) 784-7200 • FAX (775) 784-7225

[www.washoecounty.us/health](http://www.washoecounty.us/health)

WASHOE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER HIRING EMPLOYMENT ELIGIBLE APPLICANTS  
 Printed on Recycled Paper

DISTRICT BOARD OF HEALTH REGULATIONS  
GOVERNING AIR QUALITY

SECTION 040.051

- D. At the time of issuance or renewal of a Permit to Operate, the Control Officer may impose, in writing, such further conditions on operation as are necessary to meet the purpose of these regulations as set forth in **Subsection A of Section 020.0051** hereof.
- E. A Permit to Operate for a fire training facility expires on the anniversary of the date of its issuance and may be renewed by the Control Officer.
- F. Violation of any condition specified or imposed pursuant to **Subsections C or D** of this section constitutes a major violation and the permittee shall be subject to the penalties specified therefore in **Section 020.040** of these regulations.

**040.045** REFUSE BURNING (Regulation text deleted in its entirety by DBOH 9/23/92)

**040.046** INCINERATOR BURNING

The incinerator must incorporate a multiple chambered design or be of such design that the Control Officer declared it to be of equal efficiency.

- A. Multiple chambered consists of three (3) or more refractory walls, interconnected by gas passage ports or ducts and employing adequate design parameters necessary for maximum combustion of the material to be burned. In addition, there shall be approved auxiliary burners in the primary and secondary combustion chambers, and an approved flue gas washer on all new installations providing the nearest property line is within 100 feet of the incinerator.
- B. Multiple chambered pathological incinerator is any multiple chambered incinerator used to dispose of pathological wastes, wet garbage, or other high moisture content materials and must incorporate solid hearth construction, with drying shelves for wet wastes and auxiliary heating units to insure temperatures of 1400 degrees F to 1800 degrees F, for not less than 0.3 seconds.

Before constructing or operating any incinerator an Authorization to Build and a Permit to Operate must be obtained from the Control Officer. (See Section 030).

**040.050** INCINERATOR EMISSIONS

No person shall cause, suffer, allow or permit the discharge into the atmosphere from any multiple chambered incinerator, or approved incinerator, any visible air contaminants for a period or period aggregating more than one (1) minute in any one (1) hour which is:

- A. As dark or darker in shade than that designated as No. 1 on the Ringelmann Chart; or
- B. Of an opacity to or greater than an air contaminant designated as No. 1 on the Ringelmann Chart.

**040.051** WOOD STOVE/FIREPLACE INSERT EMISSIONS



(Amended 9/23/98; Revised 6/19/02, Effective 1/1/03; Revised 2/23/06)

## SECTION A – GENERAL

1. **PURPOSE:** To limit particulate matter emissions and other pollutants discharged into the ambient air from solid fuel burning devices by:
  - a. Setting emission standards and certifying devices;
  - b. Requiring removal of devices that are not certified;
  - c. Restricting materials that can be burned; and
  - d. Limiting the number devices that are not deemed low emitting.
2. **APPLICABILITY:** The provisions of this regulation apply to any:
  - a. Person that advertises, except when restrictions are noted, sells, offers to sell, or installs any wood stove within the Health District;
  - b. Person that completes, or allows the completion of any:
    - (1) escrow transaction; and/or
    - (2) title change on a residential property.

**SECTION B – DEFINITIONS:** For the purpose of this regulation, the following definitions shall apply.

1. Antique wood stove. Means a wood stove built before 1940 that has an ornate construction and a current market value substantially higher than a common wood stove manufactured in the same time period.
2. Certified. Means a solid fuel burning device has been certified in accordance with current standards adopted by the U.S. EPA, the State of Oregon, the State of Colorado and/or appears on the Washoe County District Health Department Official List of Certified Wood Stoves; Ref. 40 CFR, Part 60; Oregon Administrative Rules, Chapter 340, Division 21; Colorado Revised Statute, Regulation No. 4. (As noted also in Section 010.0255).
3. Certificate of Compliance. A permit issued for a specific location by the Control Officer for a solid fuel burning device deeming the device certified in accordance with this regulation.
4. Cook Stove. Means a wood stove installed in the kitchen, which is primarily designed for cooking and has a stovetop and an oven. It may also be equipped with gas burners. This wood stove is exempt from the emission standards and requirements of Section 040.051. (As noted also in Section 010.045).

5. Development. Is a group of multifamily dwelling structures built on a parcel of land with common amenities. Examples of a development include but are not limited to: condominiums, apartments, and townhouses. (Adopted 5/23/90). (As noted also in Section 010.047).
6. Fireplace. Means an open hearth or fire chamber or similarly prepared place in which a fire may be made and which is built in conjunction with a chimney. It may have doors, provided they are not designed with gaskets, air intake controls or other modifications, which create an air starved operating condition. Wood-burning devices initially classified, as a wood heater (Section 010.200) may not be modified to meet the fireplace definition. (Amended 11/16/94). (As noted also in Section 010.063).
7. Garbage. Means putrescible animal or vegetable waste. (As noted also in Section 010.072).
8. Low emitting. Devices that are considered low emitting include but are not limited to:
  - a. All propane or natural gas-fired devices;
  - b. Pellet stoves;
  - c. Specific models of wood stoves or other solid fuel burning devices that meet a certified emission rate of 1 gram/hour or less of particulate matter; and
  - d. Masonry Heaters that are certified by Colorado Revised Statute, Regulation 4.
9. Notice of Exemption (NOE). A form approved by the Control Officer, containing the notarized signatures of both the buyer and seller, attesting to the fact that the previously occupied residential property:
  - a. Does not have any Solid Fuel Burning Device;
  - b. Has a fireplace only that does not have doors that are gasketed to make the device airtight; or
  - c. Had an uncertified wood stove removed from the residential property prior to sale.
10. Pellet Stove. Means a solid fuel burning device designed to heat the interior of a building. It is a forced draft heater with an automatic feed which supplies appropriately sized feed material or compressed pellets of wood, or other biomass material to the firebox. (Revised 2/23/06) (As noted also in Section 010.117).
11. Removed or Removal. Means a solid fuel burning device is physically taken off the real property. Furthermore, the device must not be stored at any other location on the real property or elsewhere within the Health District without the approval of the Control Officer.

12. Residential Property. Means any structure used as a dwelling including mobile, manufactured, single and multifamily homes and/or land with outbuildings including but not limited to barns, sheds, and garages.
13. Seasoned Wood. Means firewood with a moisture content not exceeding 20%.
14. Smoke. Means small gas-borne particles resulting from incomplete combustion, consisting predominantly of carbon, ash, and other combustible material present in sufficient quantity to be observable or, as a suspension in gas of solid particles in sufficient quantity to be observable. (As noted also in Section 010.136).
15. Solid Fuel Burning Device (device). Means a device that burns wood, or any other nongaseous or non-liquid fuels, and includes any device burning any solid fuel used for aesthetic or space-heating purposes including but not limited to a fireplace, wood stove, or pellet stove.
16. Stack or Chimney. Means any flue, conduit, or duct arranged to conduct any smoke, air contaminant or emission to the atmosphere. (As noted also in Section 010.140).
17. Treated Wood. Means wood of any species that has been chemically impregnated, painted, or similarly modified.
18. Uncertified. Means a wood stove that cannot be verified as meeting the certified standards and/or does not appear on the Washoe County District Health Department Official List of Certified/Exempt Wood Stoves. (As noted also in Section 010.145).
19. Waste Petroleum Products. Means hydrocarbon based or contaminated materials.
20. Wood Heater. Means an enclosed wood burning appliance capable of, and intended for space heating, domestic water heating or indoor cooking and has an air-to-fuel ratio of less than 35 to 1 in the low burn cycle. It also must have a usable firebox volume less than twenty (20) cubic feet, weigh less than 800 kilograms and have a minimum burn rate less than five (5) kilograms per hour. Appliances that are described as prefabricated fireplaces and are designed to accommodate doors or other accessories that would create the air starved operating conditions of a wood heater, must meet the emission standards if they meet the criteria in the above definition with those accessories in place. (As noted also in Section 010.200).
21. Wood Stove. For purposes of this regulation may be a:
  - a. wood heater;
  - b. pellet stove;
  - c. prefabricated zero clearance fireplace or a fireplace heat form with doors or other accessories which cause the fireplace to function as a wood heater; or

- d. wood heater inserted in a fireplace.

Wood stoves do not include open masonry fireplaces, barbecue devices, portable firepits, gas-fired fireplaces or cook stoves. (Revised 9/23/98) (As noted also in Section 010.205).

## SECTION C – STANDARDS

1. **PARTICULATE MATTER EMISSION STANDARD:** The particulate matter emission standard is 7.5 grams or less of particulate matter per hour for a non-catalytic appliance or 4.1 grams or less of particulate matter per hour for a catalytic appliance. If the U.S. Environmental Protection Agency adopts a wood stove/fireplace emission standard, which is more stringent, that emission standard supersedes the standard in this section and becomes effective on the date that the U.S. Environmental Protection Agency standard becomes effective.
2. **CERTIFICATION:** A wood stove shall be considered certified for purposes of these regulations as defined in 040.051.B.2.
3. **EXISTING DEVICES:**
  - a. Upon the transfer or conveyance of any residential property, currently installed or existing wood stove(s) that are uncertified must be removed or replaced with certified or low emitting device(s), prior to the completion of any:
    - (1) escrow transaction; and/or
    - (2) title change on a residential property.Rendering a device inoperable is not acceptable in lieu of removal.
  - b. The Control Officer on a case-by-case basis may approve an exemption from Section 040.051.C.3.a for an Antique wood stove. Persons requesting the exemption must provide proof of antiquity.
  - c. **RENOVATION/REMODEL:** If a residential property is undergoing a renovation/remodel, and not changing ownership, the existing wood stove(s) may be moved and re-installed, or the same type of fireplace(s) may be re-built. New or additional solid fuel burning devices are prohibited in accordance with the limitations set forth in 040.051.C.7 of this regulation.
4. **VISIBLE EMISSIONS:** No person may permit emissions from the stack or chimney of a solid fuel burning device to exceed an opacity greater than that shade designated as No. 2 on the Ringelmann Chart for a period or periods aggregating more than three (3) minutes in any one hour period. Emissions created during a fifteen (15) minute start-up period are exempt.

5. PROHIBITED FUELS: A person shall not cause or allow any of the following materials to be burned in a solid fuel burning device:
  - a. asphaltic products;
  - b. books and magazines;
  - c. garbage;
  - d. paints;
  - e. colored/wrapping paper;
  - f. plastic;
  - g. rubber products;
  - h. treated wood;
  - i. waste petroleum products;
  - j. fuel wood that is not seasoned;
  - k. coal; or
  - l. any other material not intended by a manufacturer for use as a fuel in a solid fuel burning device
  
6. CONDITIONS FOR SELLING WOOD: A person selling wood for use in a solid fuel burning device shall comply with the following:
  - a. Seasoned wood (wood with a moisture content of 20 percent or less) may be sold for immediate use in a wood burning device.
  - b. Wood with a moisture content of greater than 20 percent may be sold with a disclosure of the excessive moisture content and a recommended seasoning period to obtain a moisture content of 20 percent or less.
  
7. LIMITATION ON NUMBER OF SOLID FUEL BURNING DEVICES:
  - a. New Installations: The number of certified wood stoves or fireplaces installed on any property for which a building or set-up permit is issued shall not exceed one per acre.
  - b. Existing Property: In dwelling units or commercial/public facilities existing on the effective date of this regulation, installation of additional solid fuel burning devices is prohibited.
  - c. The above limitations do not apply to devices that are defined as low emitting (Section B.8. of this regulation).

#### SECTION D – ADMINISTRATIVE REQUIREMENTS

1. No local government authority within the Health District may issue a building permit to any person to install an uncertified, or U.S. EPA exempt wood stove.
2. WOOD STOVE INSPECTORS: A person may be approved by the Control Officer to inspect and certify that wood stoves are currently, or have been in the past, certified per Section 040.051.

- a. To obtain approval, an application must be submitted to the Control Officer. Approval will be issued upon satisfactory completion of all requirements set forth by the Control Officer and payment of the fee established by the Board of Health. Annual approval may be renewed upon meeting all the requirements of the Control Officer and payment of the renewal fee.
  - b. An approved inspector shall report the result of each inspection on a form provided by the Control Officer after the fee established by the Board of Health is paid. The approved inspector must indicate:
    - (1) Whether the residential property contains any solid fuel burning device;
    - (2) The number of wood stoves which are certified;
    - (3) The number of wood stoves which are not certified.
3. EXISTING WOOD STOVES AND CHANGE OF OWNERSHIP: In order to complete any escrow transaction, and/or title change on any residential property, the current property owner must obtain either a Certificate of Compliance or a Notice of Exemption:
- a. The Control Officer shall issue a Certificate of Compliance if:
    - (1) An inspection report from an approved Wood Stove Inspector is submitted that demonstrates the residential property contains allowable wood burning devices.
      - i. If the report indicates that a wood stove is uncertified, the wood stove must be removed from the residential property and re-inspection by an approved inspector is required.
    - (2) The Control Officer shall issue a Certificate of Compliance not later than seven (7) working days after receipt of a completed inspection report from an approved Wood Stove Inspector.
      - i. If the Control Officer fails to act within the seven (7) working day period, any escrow transaction and/or title change that requires a Certificate of Compliance may be completed in lieu of issuance of said Certificate.
  - b. A Notice of Exemption shall be submitted to the Control Office within ten (10) working days of the close of escrow and/or title change, if:
    - (1) The residential property does not contain a wood stove.

- (2) The residential property contains any solid fuel burning device that is to be removed before the close of escrow and/or title change, then the Notice of Exemption can not be submitted until the solid fuel burning device is removed from the property.

The buyer and seller of any residential property shall observe any disclosure statements supplied by the real estate agents relating to the requirement under this regulation for the inspection of any wood stove.

## SECTION E – COMPLIANCE AND RECORDS

### 1. DEALERS AFFIDAVIT OF SALE

- a. A person who sells a wood stove within the Health District must report the sale to the Control Officer within thirty (30) days from the date of sale on the form provided by the Control Officer.
- b. The form shall be provided by the Control Officer after the person pays the fee established by the Board of Health for that form.
- c. Any person who fails to notify the Control Officer of the sale is subject to the penalties set forth in Section 020.040.

### 2. CERTIFICATE OF COMPLIANCE: A Certificate of Compliance issued pursuant to this section:

- a. Remains valid until the residential property is transferred or conveyed to a new owner or nine (9) months, whichever comes sooner.
- b. Does not constitute a warranty or guarantee by the approved inspector or the Control Officer that the wood stove meets any other standards of operation, efficiency or safety, except the emission standards contained in these regulations.

### 3. FALSIFICATION OF INFORMATION: Any person who falsifies any information associated with a:

- a. Wood Stove Inspection;
- b. Certificate of Compliance;
- c. Notice of Exemption; or
- d. Dealer's Affidavit of Sale

is subject to the penalties set forth in Section 020.040, and may be subjected to the applicable penalties prescribed by law for perjury. The revocation of the Control Officer's approval to conduct wood stove inspections or revocation of a Certificate of Compliance may also be a result.

4. VIOLATION OF VISIBLE EMISSIONS OR PROHIBITED FUELS STANDARDS: A person who violates Sections C.4, C.5 or C.6 of this regulation shall be issued a warning for the first violation, and shall be provided information on proper wood burning techniques. Subsequent violations would be subject to the penalties set forth in Section 020.040.
5. CURTAILMENT OF BURNING DURING POLLUTION ALERTS: If the concentrations of an air containment reach or are predicted to reach levels that constitute a Stage 1 alert as defined in Section 050.005, operation of any Solid Fuel Burning Device shall be suspended in accordance with the requirements of Section 050.015.A.5.

040.0512      **EXISTING WOOD STOVE/FIREPLACE INSERT - REPLACEMENT**  
 (Amended 11/18/92, 11/16/94, 9/23/98; Text deleted in its entirety by DBOH 6/19/02)

040.0514      **LIMITATION ON NUMBER OF SOLID FUEL BURNING DEVICES** (Adopted 5/23/90, Amended 11/16/94, 9/23/98; Text deleted in its entirety by DBOH 6/19/02)

040.052      **OUTDOOR WOOD-FIRED BOILERS** (Adopted 11/16/06)

**SECTION A – GENERAL**

1. **PURPOSE:** To limit particulate matter emission and other pollutants discharged into the ambient air from outdoor wood-fired boilers by prohibiting the installation of any outdoor wood-fired boiler(s).
2. **APPLICABILITY:** The provisions of this regulation shall apply to any person seeking to install an outdoor wood-fired boiler within the Health District.

**SECTION B – DEFINITIONS:** For the purpose of this regulation, the following definition shall apply.

1. Outdoor Wood-Fired Boiler. Means a fuel burning device designed: (1) to burn primarily wood; (2) not to be located inside structures ordinarily occupied by humans, and, (3) to heat spaces or water by the distribution through pipes of a fluid, typically water, heated in the device.

**SECTION C – STANDARDS**

1. All outdoor wood-fired boilers are prohibited from installation in the Health District.

**SECTION D – ADMINISTRATIVE REQUIREMENTS**

1. No local government authority within the Health District shall issue a building permit to any person to install an outdoor wood-fired boiler.





# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



**Public Health**  
Prevent. Promote. Protect.

DATE: April 26, 2012

TO: District Board of Health

FROM: Kevin Dick, Director, Air Quality Management

SUBJECT: First Centennial Title Company – Case 1073  
Negotiated Settlement Citation No. 5009  
Agenda Item: **7.A.1.b.**

### Recommendation

Air Quality Management Division Staff recommends that Citation No. 5009 be upheld and a fine of \$250.00 be levied against First Centennial Title Company for closing escrow on a property at 375 Wellington Way, Reno, Nevada with a wood stove inspection form marked fail. The solid fuel burning device located in the residence should have been removed and a re-inspection form completed and filed with the Air Quality Management Division for confirmation prior to the close of escrow. The Citation was issued for a violation of Section 040.051.D(3)(b)(2) and E(3)(c) of the District Board of Health Regulations Governing Air Quality.

Recommended Fine: \$500.00

Negotiated Settlement: \$250.00

### Background

On October 4, 2011, a woodstove inspection was completed at 375 Wellington Way in Reno, Nevada, by Keith Pollman, certified woodstove inspector #296. Mr. Pollman verified that the woodstove did not qualify to remain in the home and marked failed on the residential woodstove inspection form. On October 7, 2011, the Air Quality Management office received the woodstove inspection form from Mr. Terrance marked failed. On October 7, 2011, the Air Quality Management office mailed a "Notice of Denial of Certification" letter to the seller Laura Chavez-DePlascencia, Hope Lewis of Remax Carer Greer and Associates, Randi Bennett of First Centennial Title Company and Mr. Pollman the woodstove inspector.

The Notice of Denial Certification clearly states and was highlighted in yellow: *"In the case of certification denial, a second inspection is necessary to determine compliance with Health District Regulations. The Certificate of Compliance will be issued upon verification of removal! Notice of Exemption cannot be filed."*

On October 27, 2011, a Change of Ownership on the property at 375 Wellington Way in Reno, Nevada was filed at the Washoe County Assessors Office.

On December 16, 2011 a Notice of Exemption was filed with the Air Quality Management office noting NO SOLID FUEL BURNING DEVICE.

On January 24, 2012, AQ Specialist Wallace Prichard was sent to First Centennial Title Company located at 1440 Ridgeview Drive Suite 100 to issue Notice of Violation Citation No. 5009 for closing escrow on a property at 375 Wellington Way, Reno, Nevada, with wood stove inspection form marked fail. The solid fuel burning device located in the residence should have been removed and a re-inspection form confirming the removal should have been filed with Air Quality Management prior to the close of escrow.

**P.O. BOX 11130 Reno, NV 89520-0027 • (775) 784-7200 • FAX (775) 784-7225**

**[www.washoecounty.us/health](http://www.washoecounty.us/health)**

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On March 22, 2012, at the District Board of Health meeting, Case No. 1073 was removed from the consent agenda and remanded back to the Air Quality Management Division for a negotiated settlement.

On April 10, 2012, a negotiated settlement meeting was attended by Ms. Marlene Kelly, Ms. Randi Bennett and Mr. James Lyon, all of First Centennial Title Company, along with AQ Specialist Prichard and Ms. Charlene Albee, Permitting & Enforcement Branch Chief. The First Centennial Title representatives were provided with a copy of Section 040.051 Woodstove/Fireplace Insert Emission regulations identifying the applicability and requirements regarding the removal and re-inspection requirements with regards to an uncertified woodstove. After a discussion of the woodstove regulations as they apply to this case, Mr. Lyons acknowledged that this was the responsibility of the title company. Mr. Lyons indicated this subject would be brought up at their next quarterly training meeting. Ms. Albee offered to have AQMD staff provide compliance assistance by giving a presentation on the regulations at the next training session which was greatly appreciated by all of the First Centennial representatives.

Ms. Albee offered to settle this matter for \$250.00 since First Centennial Title had acknowledged responsibility and was implementing new procedures to prevent future noncompliance. Mr. Lyons agreed and a Memorandum of Understanding was signed by all parties.

#### Alternatives

1. The District Board of Health may determine that no violation of the Regulations has taken place and dismiss Citation No. 5009.
2. The Board may determine to uphold Citation No. 5009 but levy any fine in the range of \$0 to \$500.

In the event the Board determines to change the proposed penalty, the matter should be continued so First Centennial Title Company may be properly noticed.



Kevin Dick  
Division Director  
Air Quality Management



WASHOE COUNTY DISTRICT HEALTH DEPARTMENT  
AIR QUALITY MANAGEMENT DIVISION  
401 RYLAND STREET, SUITE 331 • P.O. BOX 11130 • RENO, NV 89520  
(775) 784-7200



**NOTICE OF VIOLATION**

NOV 5009

DATE ISSUED: 01/24/2012

ISSUED TO: First Centennial PHONE #: \_\_\_\_\_

MAILING ADDRESS: 1450 Ridgeview CITY/ST: Reno ZIP: 89519

NAME/OPERATOR: Randi Bennett PHONE #: 689-8510

DRIVER LICENSE #/SSN \_\_\_\_\_

YOU ARE HEREBY OFFICIALLY NOTIFIED THAT ON 01/24/2012 (DATE) AT 3:00 P.M. (TIME), YOU ARE IN VIOLATION OF THE FOLLOWING SECTION(S) OF THE WASHOE COUNTY DISTRICT BOARD OF HEALTH REGULATIONS GOVERNING AIR QUALITY MANAGEMENT:

**MINOR VIOLATION OF SECTION:**

**MAJOR VIOLATION OF SECTION:**

040.030 \_\_ DUST CONTROL

030.000 OPERATING W/O PERMIT

040.055 \_\_ ODOR/NUISANCE

030.2175 VIOLATION OF PERMIT CONDITION

040.200 \_\_ DIESEL IDLING

030.105 ASBESTOS/NESHAP

OTHER 040.051

OTHER \_\_\_\_\_

VIOLATION DESCRIPTION: Falsification of Information, Section D, Section E(3c) Notice of Exemption. Filed notice of Exemption without reinspection.

LOCATION OF VIOLATION: 2558 Betsy Street, Sparks, NV 89434

POINT OF OBSERVATION: County Recorder

Weather: N/A Wind Direction From: N E S W

Emissions Observed: \_\_\_\_\_  
(If Visual Emissions Performed - See attached Plume Evaluation Record)

**WARNING ONLY:** Effective \_\_\_\_\_ a.m./p.m. \_\_\_\_\_ (date) you are hereby ordered to abate the above violation within \_\_\_\_\_ hours/days. I hereby acknowledge receipt of this warning on the date indicated.

Signature \_\_\_\_\_

**CITATION:** You are hereby notified that effective on \_\_\_\_\_ (date) you are in violation of the section(s) cited above. You are hereby ordered to abate the above violation within \_\_\_\_\_ hours/days. You are further advised that within ten days of the date of this violation you may submit a written notice of appeal to the Chairman, Hearing Board, P.O. Box 11130, Reno, Nevada 89520. Failure to submit a notice of appeal in the time specified will result in submission of this violation to the District Board of Health, together with a request that an administrative fine be levied against you. If you do not wish to file an appeal the appropriate fine may be paid at the District Health Department.

**SIGNING THIS FORM IS NOT AN ADMISSION OF GUILT**

Signature: RB Date: 1/24/12  
Issued by: Wallace Richard Title: Air Quality Specialist II



# DISTRICT HEALTH DEPARTMENT AIR QUALITY MANAGEMENT DIVISION

## MEMORANDUM OF UNDERSTANDING

WASHOE COUNTY HEALTH DISTRICT  
AIR QUALITY MANAGEMENT DIVISION

Date: 4/10/12

Company Name: FIRST CENTENNIAL TITLE CO. OF NEVADA

Address: 1450 RIDGEVIEW DR. #100 RENO, NV 89519

Notice of Violation No.: 5009 Case No.: 1073

The staff of the Air Quality Management Division of the Washoe County District Health Department issued the above referenced citation for the violation of Regulation: 040.051.D AND E.3.C FILED NOTICE OF EXEMPTION WITHOUT REINSPECTION OF UNCERTIFIED DEVICE

A settlement of this matter has been negotiated between the undersigned parties resulting in a penalty amount of \$ 250.00. This settlement will be submitted to the District Board of Health for review at the regularly scheduled meeting on APRIL 26, 2012.

[Signature]  
Signature of Company Representative

Wallace Prichard  
Signature of District Representative

JAMES O. LYON  
Print Name

Wallace Prichard  
Print Name

President  
Title

Air Quality Specialist  
Title

Randi A. Bennett  
Witness

Charlene A. See  
Witness

Marlene Kelly  
Witness

\_\_\_\_\_  
Witness

PETITION TO THE HEARING BOARD  
FROM MARLENE KELLY, VICE PRESIDENT  
FIRST CENTENNIAL TITLE CO  
DATED MARCH 26, 2012

WASHOE COUNTY DISTRICT HEALTH DEPARTMENT  
AIR QUALITY MANAGEMENT DIVISION  
PO Box 11130  
Reno, Nevada 89520-0027  
(775) 784-7200 Fax (775) 784-7225

AIR QUALITY MGMT.  
MAR 28 2012  
WASHOE COUNTY  
HEALTH DIST.

A PETITION TO THE HEARING BOARD

PETITIONER: First Centennial Title PHONE: 775-689-8510  
ADDRESS (MAILING) 1450 Ridgeway Dr. #100 ZIP CODE: 89519  
Reno, NV  
ADDRESS (ACTUAL LOCATION) Same As Above  
EQUIPMENT OR PROCESS REGISTERED WITH CONTROL OFFICER? YES  NO

APPEAL OF ORDER   
APPEAL OF VIOLATION   
REQUEST FOR VARIANCE

VIOLATION NOTICE RECEIVED: # 5009 DATE: 1-24-2012

REGULATION INVOLVED: SECTION: Minor Violation ; Other :  
040-051

Address: 375 Wellington Way, Reno, NV 89506

BASIS FOR APPEAL/~~VARIANCE~~ Not in the scope of our  
escrow. We don't order inspections,  
therefore, we don't order re-inspections.  
Parties signed that woodstove was removed.

FILED BY:

Marlene Kelly  
Name (Type or Print)

Marlene Kelly  
Signature

Vice President  
Title

3-26-12  
Date

COMPLAINT INVESTIGATION REPORT  
Washoe County Air Quality Management Division

Complaint Number: **CMP12-0018**

Complaint Status: NOV

Source of Complaint: INVESTIGATOR

Complaint Type: WOODSTV

Date Received: 01/26/2012

Time: 3:00:00 PM

Inspector: WPRICHARD

Inspector Area: 5

Complaint Description: NOV CITATION 5009, CASE 1073 - 2558 BETSY STREET- FALSELY FILED NOTICE OF EXEMPTION; WOOD STOVE FAILED INSPEC

Address: 1450 RIDGEVIEW DR RENO

Location: UNIT #100

Parcel Number: 04222229

Related Permit Number:

Complainant:

AIR QUALITY INSPECTOR  
WALLY PRICHARD  
AIR QUALITY SUPERVISOR11  
1001 E. 9TH ST. BLDG. A, RM# 1 89520  
784-7212

Responsible Party:

FIRST CENTENNIAL TITLE COMPANY  
RANDI BENNETT  
1450 RIDGEVIEW DRIVE #100  
RENO NV 89519  
689-8510

Investigation:

WOOD STOVE FAILED COMPLIANCE INSPECTION REQUIRING SECOND INSPECTION VERIFYING REMOVAL OF UNCERTIFIED DEVICE, REGULATION 040.051. DENIAL LETTER MAILED TO ALL INVOLVED PARTIES NOTING NOTICE OF EXEMPTION FORM WAS NOT TO BE FILED. NOTICE OF EXEMPTION WAS FILED FALSELY AND INSPECTION TO VERIFY REMOVAL OF UNCERTIFIED DEVICE WAS NOT COMPLETED.

Sequence of Events regarding 2558 Betsy Street Sparks:

December 1, 2011

Wood stove inspection completed at residence. Wood Stove Inspector Terrance Callahan, Inspector #302 failed device for noncompliance. Inspection form states a second inspection is necessary if FAIL is checked.

December 6, 2011

Residential Wood Stove Inspection form received in the Air Quality office marked as a failed inspection.

December 7, 2011

Notice of Denial of Certification mailed to all involved parties;

Seller - Carmen Ramirez

Hope Lewis - Lois Craik KRCH Realty

Randi Bennett - First Centennial Title Company

Wood Stove Inspector - Terrance Callahan #302

NOTICE OF DENIAL CERTIFICATION clearly states and is highlighted in yellow "In the case of certification denial, a second inspection is necessary to determine compliance with Health District regulations. The Certificate of Compliance will be issued upon verification of removal! Notice of Exemption cannot be filed!

In January 2012, Cross referencing Failed Inspection with Washoe County Assessors records the following information was found:

December 8, 2011

Change of Ownership recorded Washoe County Assessors Office.

January 4, 2012

Notice of Exemption filed with the Air Quality office noting NO SOLID FUEL BURNING DEVICE

Documents turned over to Dennis Cerfoglio, Air Quality Lead Inspector. Notice of Violation issued on January 24, 2012, by Wallace Prichard, Air Quality Specialist II

#### Enforcement Activities

Warning Citation...:	Citation Number: 5009
NOV.....: 01/24/2012	NOV Number....: 5009
	Case Number.....: 1073
Settlement.....:	Amount.....: \$0.00
Appealed.....:	
Upheld.....:	Amount.....: \$0.00

#### Status Information

Initialized By.....: TBURTON	Completed Date...:
Date Assigned.....: 01/26/2012	Completed By.....:



VIOLATION: Minor Violation of Section 040.051 Section D. (3) b.(2),  
And Section E, (3) c.  
Residential Property Notice of Exemption & Falsification of  
Information  
Citation Notice of Violation #5009  
Case # 1073

ISSUED TO: First Centennial Title Company  
1440 Ridgeview Drive, Suite #100  
Reno, Nevada 89519  
PH: (775) 689-8510

OPERATOR: Randi Bennett  
Escrow Officer  
1440 Ridgeview Drive, Suite #100  
Reno, Nevada 89519  
PH: (775) 689-8510

On January 24, 2012, Inspector Wallace Prichard was notified by Christina Burton, Plans/Permits/Application Aid for Air Quality that she had noticed a wood stove violation of the Air Quality Regulations during the routine records check with the County Assessors Office. She requested that Air Quality Specialist Prichard write and serve a Citation Notice of Violation to First Centennial Title Company for filing a Notice of Exemption.

The property was owned by Laura A. Chavez-De-Plascencia Et Al at 375 Wellington Way, Reno Nevada 89506.

The first wood stove inspection was conducted by inspector Keith Pollman #296. He verified that the stove did not qualify to remain in the home and marked failed on the first residential wood stove inspection form.

This is the sequence of events regarding 375 Wellington Way Reno, Nevada 89506:

October 4, 2011 Wood stove inspection completed at residence. Wood Stove Inspector Keith Pollman, Inspector #296 failed device for noncompliance. Inspection form states a second inspection is necessary if **FAIL** is checked.

October 7, 2011 Residential Wood Stove Inspection form received in the Air Quality office marked as a failed inspection.

October 7, 2011 Notice of Denial of Certification mailed to all involved parties;  
Seller - Laura Chavez-De-Plascencia ET AL  
Hope Lewis - Remax Carter Geer & Associates  
Randi Bennett - First Centennial Title Company  
Wood Stove Inspector - Keith Pollman #296

**NOTICE OF DENIAL CERTIFICATION** clearly states and was highlighted in yellow "In the case of certification denial, a second inspection is necessary to determine compliance with Health District regulations. The Certificate of Compliance will be issued upon verification of removal! Notice of Exemption cannot be filed!

In January 2012, Cross referencing Failed Inspection with Washoe County Assessors records and the following information was found:

October 27, 2011 Change of Ownership recorded at Washoe County Assessors Office.

December 16, 2011 Notice of Exemption filed with the Air Quality office noting **NO SOLID FUEL BURNING DEVICE**

On January 24, 2012 at 1500 hours, Specialist Prichard issued a Notice of Violation #5009.

Air Quality Specialist 3 Dennis Cerfoglio was notified on January 25, 2012 at 0730 hours that Specialist Prichard had issued a Notice of Violation to First Centennial Title Company



Wallace Prichard  
Air Quality Specialist II  
Air Quality Management Division  
Washoe County Health District

# RECOMMENDED FINE WORKSHEET

DATE: 1-24-2012

CASE NO.: 1073

NOV NO.: 5009

COMPANY NAME: First Centennial Title Company

CONTACT NAME: Randi Bennett, Escrow Officer

VIOLATION OF SECTION(S): 040.051

(MAJOR/ MINOR)

X 1<sup>ST</sup> VIOLATION      \_\_\_\_\_ 2<sup>ND</sup> VIOLATION      \_\_\_\_\_ 3<sup>RD</sup> VIOLATION

NO HAZARDOUS AIR POLLUTANT      YES / NO

PM TYPE OF AIR CONTAMINANT  
(CO, NOX, SOX, PM, VOC'S)

NO LEGALLY PERMITTED SOURCE      YES / NO

YES PUBLIC HEALTH EXPOSURE      YES / NO

N/A NUMBER OF DAYS IN VIOLATION      YES / NO

NO PUBLIC COMPLAINTS      YES / NO

1. **DEGREE OF VIOLATION:** MINOR      MODERATE      MAJOR  
(The degree to which the person/company has deviated from the regulatory requirements)

Did not follow woodstove regulations of properly removing a failed illegal, uncertified stove solid fuel burning device prior to close of escrow, and sold the residence with the failed unit still in place.

2. **ECONOMIC BENEFIT COMPONENT:** (OPTIONAL): MINOR      MODERATE      MAJOR  
ESTIMATED COST \$ 50 - 250

(Economic effect to the person/company for NOT complying with the Regulations including avoided costs and delayed costs)

Cost for removal of the illegal, uncertified stove plus woodstove inspector re-inspection fees.

3. **DEGREE OF COOPERATION:** MINOR      MODERATE      MAJOR  
(The person/company's efforts to immediately cease the violation and come into compliance)

There was absolutely no cooperation from any representative of First Centennial Title Company despite repeated contacts by Air Quality staff in order to try to settle this case satisfactorily.

4. **ADDITIONAL COMMENTS:**

AQ Specialist Wally Prichard made contact with Randi Bennett, Escrow Officer for First Centennial Title Company and/or her assistant on three separate occasions to try to set up a time for a settlement meeting. There was no response from anyone at the Title Company.

RECOMMENDED FINE: \$500

Charlene Albee for  
AQ SPECIALIST'S SIGNATURE

NOTE: "Minor Violations", per District Regulations, cannot exceed \$1000 for the first and second violations. Third minor violations, plus "major violations" cannot exceed \$10,000 per day.

APPELLANT NOTIFICATION OF THE  
DBOH MEETING ON MARCH 22, 2012



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



**Public Health**  
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ATTACHED IS A COPY OF EACH ACKNOWLEDGEMENT FORM DOCUMENTING THAT THE AFORESIGNED HAS BEEN PROPERLY NOTIFIED OF THE DATE, TIME AND LOCATION OF THE DISTRICT BOARD OF HEALTH MEETING TO CONSIDER THE FINAL DISPOSITION OF SAID CASE.

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**WASHOE COUNTY HEALTH DISTRICT**  
**AIR QUALITY MANAGEMENT DIVISION**



**Public Health**  
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March 14, 2012

Randi Bennett  
First Centennial Title Company  
1450 Ridgeview Drive Suite 100  
Reno NV 89519

RE: Case 1073, NOV Citation 5009

I hereby acknowledge receiving a packet of the information to be presented to the Washoe County District Board of Health regarding Case No. 1073, at its meeting to be held on Thursday, March 22, 2012 at 1:00 p.m., at 1001 East Ninth Street, Reno, Nevada, Building B, Auditorium B. I understand that at this meeting the District Board of Health will take the appropriate administrative action against Case.

Maureen Kelly  
Appellant or Representative

3-13-12  
Date

Delivered by:  
Sharon Dwyer  
Washoe County Health District  
Air Quality Management Division Staff

P.O. BOX 11130 Reno, NV 89520-0027 • (775) 784-7200 • FAX (775) 784-7225

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# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



**Public Health**  
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March 14, 2012

Randi Bennett  
First Centennial Title Company  
1450 Ridgeview Drive Suite 100  
Reno NV 89519

RE: Case 1073, NOV Citation 5009

The matter noted above has been scheduled before the District Board of Health for review on *March 22, 2012*, at 1:00 p.m., at 1001 East Ninth Street, Reno, Nevada, Building B Auditorium B. As the Board may have some questions concerning this case, it would be wise to have someone familiar with the facts in attendance.

If you have any questions or need further information, please contact me at (775) 784-7232 or (775) 772-7896.

Sincerely,

*Mary Ames for Dennis Cerfoglio*

Dennis Cerfoglio  
Senior Air Quality Specialist  
Air Quality Management Division  
Washoe County Health District

DC: ma

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CORRESPONDENCE FROM MARLENE KELLY, VICE PRESIDENT OF  
FIRST CENTENNIAL TITLE COMPANY OF NEVADA  
DATED 3/8/2011  
RECEIVED IN AIR QUALITY 3/13/2012





# FIRST CENTENNIAL TITLE COMPANY OF NEVADA

1450 RIDGEVIEW DRIVE, STE. 100

RENO, NV 89519

PHONE: (775) 689-8510 • FAX: (775) 689-8520

March 8<sup>th</sup>, 2011

AIR QUALITY MGMT.

Chairman Hearing Board  
P. O. Box 11130  
Reno, Nevada 89520

MAR 13 2012

WASHOE COUNTY  
HEALTH DIST.

RE: Notice of Violation #5008 and 5009

Dear Sirs:

We are in receipt of two Notices of Violation. These were just given to me by our escrow officer, Randi Bennett.

It is my understanding that through each of these escrows the wood stoves that were inspected did not pass the county requirements. Therefore, to remedy the situation, Randi Bennett went to the only form we have available as a title company and had the parties sign that the wood stoves have been permanently been removed from the property. We are not aware that anything further needed to be done.

Since we don't order the inspections we did not order the re-inspection. I feel that is outside of the scope of what a title company's responsibilities are.

In my opinion, the title company did act very responsible in having both the Buyer and Seller sign in front of a notary that the woodstove had been removed.

We ask that you wave any penalties that you might be intending to levy on this title company. As a member of the management team we will forward a message to our staff so that this problem won't happen in the future. We will encourage our escrow officers to take note should an inspection fail, that the parties need to take further steps with Air Quality.

Best regards,

Marlene Kelly  
Vice President

Enclosures: Copies of Violations





FIRST CENTENNIAL TITLE COMPANY OF NEVADA

1450 Ridgeview Drive, #100

~~P.O. Box 10530~~

Reno, Nevada ~~89510-0530~~ 89519

AIR QUALITY MGMT.

MAR 13 2012

WASHOE COUNTY  
HEALTH DIST.

neopost<sup>SM</sup>  
03/08/2012

US POSTAGE

FIRST-CLASS MAIL

\$00.45<sup>0</sup>

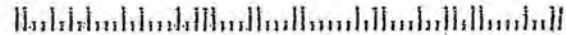


ZIP 89519  
041L11220910

Chairman Hearing Board  
P. O. Box 11130  
Reno, NV 89520

*Attention-*

89520+0027



RESIDENTIAL WOOD STOVE INSPECTION

NOTICE OF EXEMPTION

NOTICE OF DENIAL OF CERTIFICATION

OCT 07 2011

WASHOE COUNTY HEALTH DIST.

NO. 10107

WASHOE COUNTY

RESIDENTIAL WOOD STOVE INSPECTION



HEALTH DISTRICT

Note: It is unlawful to complete any escrow transaction unless all wood stove appliances in the residential property have been certified as being in compliance with wood stove emission standards.

(PLEASE PRINT CLEARLY)

Date Oct 4 2011

PASS  FAIL

In order for escrow to close "PASS" must be checked. If "FAIL" is checked, a second inspection is necessary.

Seller Saura Chavez De Mascencia Et Al Phone 689 8510

INSPECTION LOCATION 375 Wellington Way Reno NV 89506

APN # 08 - 235 - 125 Escrow # 186716-RBI

Mailing Address 1450 Ridgeway Reno NV 89519

Real Estate Agent Hope Lewis Phone 771 9004

Agency Name Remax - Carter-Beer + asso

Address 5250 Neil Rd #100 Reno NV 89502

Title Company First Centennial Title Phone 689 8510

Address 1450 Ridgeway Reno NV 89519

Forward To: Escrow Agent: Randi Bennett or Present owner: \_\_\_\_\_

DO NOT ABBREVIATE THIS SECTION

Manufacturer/Model-Design	HD Ref. #	Location	Certified	Uncertified	Exempt
1. <u>Free Standing Centennial</u>	<u>—</u>	<u>LIVING Room</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. _____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. _____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. _____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: \_\_\_\_\_

Signature of Inspector [Signature] Inspector # 296

The above signed hereby swear (or affirm) under penalties prescribed for perjury in NRS 199.120 that the above information is true and correct of my own knowledge.

HEALTH DISTRICT USE ONLY

Verification Date \_\_\_\_\_ Exemption Approved:  Denied:

Comments: \_\_\_\_\_

Verified by \_\_\_\_\_

P.O. BOX 11130 RENO, NV 89520-0027 (775) 784-7200

WASHOE COUNTY DOES NOT DISCRIMINATE ON THE BASIS OF SEX, RACE, COLOR, AGE, RELIGION, DISABILITY OR NATIONAL ORIGIN IN THE ACTIVITIES AND/OR SERVICES WHICH IT PROVIDES. IF YOU HAVE ANY QUESTIONS, PLEASE CALL WASHOE COUNTY PERSONNEL DIVISION - 328-2080; TDD NUMBER 328-3685.

# NOTICE OF EXEMPTION

**FOR VALIDATION RETURN TWO COPIES WITH THE \$13.00 FILING FEE TO:  
AIR QUALITY MANAGEMENT DIVISION, 401 RYLAND STREET, STE. 331  
RENO, NV 89502-1643 – (775) 784-7200**

The undersigned affirm there is no wood stove, pellet stove, or fireplace insert on the property at:

375 Wellington Way	Reno, NV 89506		
Property Address	City	State	Zip Code
082-351-25	First Centennial Title Company of Nevada		00186716
APN	Title Company or Mobile Home Dealer		Escrow Number

**RESIDENCE CONTAINS (PLEASE MARK ALL THAT APPLY):**

- |   |   |
|---|---|
| <input type="checkbox"/> MANUFACTURED GAS UNIT<br>or GAS RETROFIT<br><br><input type="checkbox"/> FIREPLACE ONLY: doors are not gasketed to<br>make device airtight | <input checked="" type="checkbox"/> NO SOLID FUEL BURNING DEVICE<br><br><input type="checkbox"/> UNCERTIFIED WOODSTOVE REMOVED<br>FROM PROPERTY PRIOR TO SALE.<br>(Not previously inspected.) |
|---|---|

**SELLER**

Laura A. Chavez De Plascencia  
Print Name

*[Signature]* 11.22.11  
Seller Signature Date

*[Signature]* 11.22.11  
Notary Signature Date

**SEAL** RANDI S. BENNETT  
Notary Public - State of Nevada  
Appointment Recorded in Washoe County  
No: 96-5349-2 - Expires September 17, 2012

**BUYER**

Matthew C. Church  
Print Name

*[Signature]* 10/25/11  
Buyer Signature Date

*[Signature]* 10-25-11  
Notary Signature Date

**SEAL** MARLENE KELLY  
Notary Public - State of Nevada  
Appointment Recorded in Washoe County  
No: 99-2960-2 - Expires January 31, 2015

This form is located on our website at [www.washoecounty.us/health](http://www.washoecounty.us/health).

New owner agrees to allow District Health Dept. access to property to perform verification inspection for a period not to exceed 30 days from date of close of escrow.  
The above signed hereby swear (or affirm) under penalties prescribed for perjury in NRS 199.120 that the provided information is true and correct of their own knowledge. Perjury is a felony, subject to up to 10 years in prison and a \$10,000 fine.

To be stamped by Air Quality Management for Validation

**AIR QUALITY MGMT.**  
**DEC 16 2011**  
**WASHOE COUNTY HEALTH DIST.**  
*[Signature]*  
 escrow closed 10/27/2011



# WASHOE COUNTY HEALTH DISTRICT AIR QUALITY MANAGEMENT DIVISION



**Public Health**  
Prevent. Promote. Protect.

## NOTICE OF DENIAL OF CERTIFICATION

To Whom It May Concern:

This letter serves as notice that, pursuant to Section 040.0512 of the Washoe County District Board of Health Regulations Governing Air Quality, the residential property at the address listed below is denied Residential Wood Stove Certification based on information determined during a recent inspection.

The owner of said property has the option to remove or replace the uncertified appliance(s) the inspector noted in the residence. If the appliance is unverifiable, then the owner (or his agent) must produce acceptable proof that the appliance is certified.

*In the case of certification denial, a second inspection is necessary to determine compliance with Health Department regulations. The Certificate of Compliance will be issued upon verification of removal! Notice of Exemption cannot be filed!*

### PROPERTY INFORMATION

Inspection #: 10107 Inspector: KEITH POLLMAN ESCROW #: 186716 - RB1

Owner: LAURA A. CHAVEZ-DE-PLASCENCIA ET AL

Address: 375 WELLINGTON WAY RENO NV 89506

Title Company: FIRST CENTENNIAL - RIDGEVIEW BRANCH - RANDI BENNETT

Real Estate Agent: HOPE LEWIS - REMAX CARER GEER & ASSOC - NEIL RD

### CAUSE FOR DENIAL:

XXX Appliance Uncertified  
     Unable to Verify Appliance  
     Insufficient Information on Inspection Form

10/04/11 Inspection Date  
10/07/11 Received by Washoe County Air Quality Management Division  
10/07/11 Denial Notification Mailed

CB/00 P.O. BOX 11130 Reno, NV 89520-0027 • (775) 784-7200 • FAX (775) 784-7225

DISTRICT BOARD OF HEALTH REGULATIONS  
GOVERNING AIR QUALITY

SECTION 040.051

- D. At the time of issuance or renewal of a Permit to Operate, the Control Officer may impose, in writing, such further conditions on operation as are necessary to meet the purpose of these regulations as set forth in Subsection A of Section 020.0051 hereof.
- E. A Permit to Operate for a fire training facility expires on the anniversary of the date of its issuance and may be renewed by the Control Officer.
- F. Violation of any condition specified or imposed pursuant to Subsections C or D of this section constitutes a major violation and the permittee shall be subject to the penalties specified therefore in Section 020.040 of these regulations.

040.045 REFUSE BURNING (Regulation text deleted in its entirety by DBOH 9/23/92)

040.046 INCINERATOR BURNING

The incinerator must incorporate a multiple chambered design or be of such design that the Control Officer declared it to be of equal efficiency.

- A. Multiple chambered consists of three (3) or more refractory walls, interconnected by gas passage ports or ducts and employing adequate design parameters necessary for maximum combustion of the material to be burned. In addition, there shall be approved auxiliary burners in the primary and secondary combustion chambers, and an approved flue gas washer on all new installations providing the nearest property line is within 100 feet of the incinerator.
- B. Multiple chambered pathological incinerator is any multiple chambered incinerator used to dispose of pathological wastes, wet garbage, or other high moisture content materials and must incorporate solid hearth construction, with drying shelves for wet wastes and auxiliary heating units to insure temperatures of 1400 degrees F to 1800 degrees F, for not less than 0.3 seconds.

Before constructing or operating any incinerator an Authorization to Build and a Permit to Operate must be obtained from the Control Officer. (See Section 030).

040.050 INCINERATOR EMISSIONS

No person shall cause, suffer, allow or permit the discharge into the atmosphere from any multiple chambered incinerator, or approved incinerator, any visible air contaminants for a period or period aggregating more than one (1) minute in any one (1) hour which is:

- A. As dark or darker in shade than that designated as No. 1 on the Ringelmann Chart; or
- B. Of an opacity to or greater than an air contaminant designated as No. 1 on the Ringelmann Chart.

040.051 WOOD STOVE/FIREPLACE INSERT EMISSIONS



(Amended 9/23/98; Revised 6/19/02, Effective 1/1/03; Revised 2/23/06)

## SECTION A – GENERAL

1. **PURPOSE:** To limit particulate matter emissions and other pollutants discharged into the ambient air from solid fuel burning devices by:
  - a. Setting emission standards and certifying devices;
  - b. Requiring removal of devices that are not certified;
  - c. Restricting materials that can be burned; and
  - d. Limiting the number devices that are not deemed low emitting.
2. **APPLICABILITY:** The provisions of this regulation apply to any:
  - a. Person that advertises, except when restrictions are noted, sells, offers to sell, or installs any wood stove within the Health District;
  - b. Person that completes, or allows the completion of any:
    - (1) escrow transaction; and/or
    - (2) title change on a residential property.

**SECTION B – DEFINITIONS:** For the purpose of this regulation, the following definitions shall apply.

1. **Antique wood stove.** Means a wood stove built before 1940 that has an ornate construction and a current market value substantially higher than a common wood stove manufactured in the same time period.
2. **Certified.** Means a solid fuel burning device has been certified in accordance with current standards adopted by the U.S. EPA, the State of Oregon, the State of Colorado and/or appears on the Washoe County District Health Department Official List of Certified Wood Stoves; Ref. 40 CFR, Part 60; Oregon Administrative Rules, Chapter 340, Division 21; Colorado Revised Statute, Regulation No. 4. (As noted also in Section 010.0255).
3. **Certificate of Compliance.** A permit issued for a specific location by the Control Officer for a solid fuel burning device deeming the device certified in accordance with this regulation.
4. **Cook Stove.** Means a wood stove installed in the kitchen, which is primarily designed for cooking and has a stovetop and an oven. It may also be equipped with gas burners. This wood stove is exempt from the emission standards and requirements of Section 040.051. (As noted also in Section 010.045).

5. Development. Is a group of multifamily dwelling structures built on a parcel of land with common amenities. Examples of a development include but are not limited to: condominiums, apartments, and townhouses. (Adopted 5/23/90). (As noted also in Section 010.047).
6. Fireplace. Means an open hearth or fire chamber or similarly prepared place in which a fire may be made and which is built in conjunction with a chimney. It may have doors, provided they are not designed with gaskets, air intake controls or other modifications, which create an air starved operating condition. Wood-burning devices initially classified, as a wood heater (Section 010.200) may not be modified to meet the fireplace definition. (Amended 11/16/94). (As noted also in Section 010.063).
7. Garbage. Means putrescible animal or vegetable waste. (As noted also in Section 010.072).
8. Low emitting. Devices that are considered low emitting include but are not limited to:
  - a. All propane or natural gas-fired devices;
  - b. Pellet stoves;
  - c. Specific models of wood stoves or other solid fuel burning devices that meet a certified emission rate of 1 gram/hour or less of particulate matter; and
  - d. Masonry Heaters that are certified by Colorado Revised Statute, Regulation 4.
9. Notice of Exemption (NOE). A form approved by the Control Officer, containing the notarized signatures of both the buyer and seller, attesting to the fact that the previously occupied residential property:
  - a. Does not have any Solid Fuel Burning Device;
  - b. Has a fireplace only that does not have doors that are gasketed to make the device airtight; or
  - c. Had an uncertified wood stove removed from the residential property prior to sale.
10. Pellet Stove. Means a solid fuel burning device designed to heat the interior of a building. It is a forced draft heater with an automatic feed which supplies appropriately sized feed material or compressed pellets of wood, or other biomass material to the firebox. (Revised 2/23/06) (As noted also in Section 010.117).
11. Removed or Removal. Means a solid fuel burning device is physically taken off the real property. Furthermore, the device must not be stored at any other location on the real property or elsewhere within the Health District without the approval of the Control Officer.

12. Residential Property. Means any structure used as a dwelling including mobile, manufactured, single and multifamily homes and/or land with outbuildings including but not limited to barns, sheds, and garages.
13. Seasoned Wood. Means firewood with a moisture content not exceeding 20%.
14. Smoke. Means small gas-borne particles resulting from incomplete combustion, consisting predominantly of carbon, ash, and other combustible material present in sufficient quantity to be observable or, as a suspension in gas of solid particles in sufficient quantity to be observable. (As noted also in Section 010.136).
15. Solid Fuel Burning Device (device). Means a device that burns wood, or any other nongaseous or non-liquid fuels, and includes any device burning any solid fuel used for aesthetic or space-heating purposes including but not limited to a fireplace, wood stove, or pellet stove.
16. Stack or Chimney. Means any flue, conduit, or duct arranged to conduct any smoke, air contaminant or emission to the atmosphere. (As noted also in Section 010.140).
17. Treated Wood. Means wood of any species that has been chemically impregnated, painted, or similarly modified.
18. Uncertified. Means a wood stove that cannot be verified as meeting the certified standards and/or does not appear on the Washoe County District Health Department Official List of Certified/Exempt Wood Stoves. (As noted also in Section 010.145).
19. Waste Petroleum Products. Means hydrocarbon based or contaminated materials.
20. Wood Heater. Means an enclosed wood burning appliance capable of, and intended for space heating, domestic water heating or indoor cooking and has an air-to-fuel ratio of less than 35 to 1 in the low burn cycle. It also must have a usable firebox volume less than twenty (20) cubic feet, weigh less than 800 kilograms and have a minimum burn rate less than five (5) kilograms per hour. Appliances that are described as prefabricated fireplaces and are designed to accommodate doors or other accessories that would create the air starved operating conditions of a wood heater, must meet the emission standards if they meet the criteria in the above definition with those accessories in place. (As noted also in Section 010.200).
21. Wood Stove. For purposes of this regulation may be a:
  - a. wood heater;
  - b. pellet stove;
  - c. prefabricated zero clearance fireplace or a fireplace heat form with doors or other accessories which cause the fireplace to function as a wood heater; or

- d. wood heater inserted in a fireplace.

Wood stoves do not include open masonry fireplaces, barbecue devices, portable firepits, gas-fired fireplaces or cook stoves. (Revised 9/23/98) (As noted also in Section 010.205).

## SECTION C – STANDARDS

1. **PARTICULATE MATTER EMISSION STANDARD:** The particulate matter emission standard is 7.5 grams or less of particulate matter per hour for a non-catalytic appliance or 4.1 grams or less of particulate matter per hour for a catalytic appliance. If the U.S. Environmental Protection Agency adopts a wood stove/fireplace emission standard, which is more stringent, that emission standard supersedes the standard in this section and becomes effective on the date that the U.S. Environmental Protection Agency standard becomes effective.
2. **CERTIFICATION:** A wood stove shall be considered certified for purposes of these regulations as defined in 040.051.B.2.
3. **EXISTING DEVICES:**
  - a. Upon the transfer or conveyance of any residential property, currently installed or existing wood stove(s) that are uncertified must be removed or replaced with certified or low emitting device(s), prior to the completion of any:
    - (1) escrow transaction; and/or
    - (2) title change on a residential property.Rendering a device inoperable is not acceptable in lieu of removal.
  - b. The Control Officer on a case-by-case basis may approve an exemption from Section 040.051.C.3.a for an Antique wood stove. Persons requesting the exemption must provide proof of antiquity.
  - c. **RENOVATION/REMODEL:** If a residential property is undergoing a renovation/remodel, and not changing ownership, the existing wood stove(s) may be moved and re-installed, or the same type of fireplace(s) may be re-built. New or additional solid fuel burning devices are prohibited in accordance with the limitations set forth in 040.051.C.7 of this regulation.
4. **VISIBLE EMISSIONS:** No person may permit emissions from the stack or chimney of a solid fuel burning device to exceed an opacity greater than that shade designated as No. 2 on the Ringelmann Chart for a period or periods aggregating more than three (3) minutes in any one hour period. Emissions created during a fifteen (15) minute start-up period are exempt.

5. PROHIBITED FUELS: A person shall not cause or allow any of the following materials to be burned in a solid fuel burning device:
  - a. asphaltic products;
  - b. books and magazines;
  - c. garbage;
  - d. paints;
  - e. colored/wrapping paper;
  - f. plastic;
  - g. rubber products;
  - h. treated wood;
  - i. waste petroleum products;
  - j. fuel wood that is not seasoned;
  - k. coal; or
  - l. any other material not intended by a manufacturer for use as a fuel in a solid fuel burning device
  
6. CONDITIONS FOR SELLING WOOD: A person selling wood for use in a solid fuel burning device shall comply with the following:
  - a. Seasoned wood (wood with a moisture content of 20 percent or less) may be sold for immediate use in a wood burning device.
  - b. Wood with a moisture content of greater than 20 percent may be sold with a disclosure of the excessive moisture content and a recommended seasoning period to obtain a moisture content of 20 percent or less.
  
7. LIMITATION ON NUMBER OF SOLID FUEL BURNING DEVICES:
  - a. New Installations: The number of certified wood stoves or fireplaces installed on any property for which a building or set-up permit is issued shall not exceed one per acre.
  - b. Existing Property: In dwelling units or commercial/public facilities existing on the effective date of this regulation, installation of additional solid fuel burning devices is prohibited.
  - c. The above limitations do not apply to devices that are defined as low emitting (Section B.8. of this regulation).

#### SECTION D – ADMINISTRATIVE REQUIREMENTS

1. No local government authority within the Health District may issue a building permit to any person to install an uncertified, or U.S. EPA exempt wood stove.
2. WOOD STOVE INSPECTORS: A person may be approved by the Control Officer to inspect and certify that wood stoves are currently, or have been in the past, certified per Section 040.051.

- a. To obtain approval, an application must be submitted to the Control Officer. Approval will be issued upon satisfactory completion of all requirements set forth by the Control Officer and payment of the fee established by the Board of Health. Annual approval may be renewed upon meeting all the requirements of the Control Officer and payment of the renewal fee.
  - b. An approved inspector shall report the result of each inspection on a form provided by the Control Officer after the fee established by the Board of Health is paid. The approved inspector must indicate:
    - (1) Whether the residential property contains any solid fuel burning device;
    - (2) The number of wood stoves which are certified;
    - (3) The number of wood stoves which are not certified.
3. EXISTING WOOD STOVES AND CHANGE OF OWNERSHIP: In order to complete any escrow transaction, and/or title change on any residential property, the current property owner must obtain either a Certificate of Compliance or a Notice of Exemption:
- a. The Control Officer shall issue a Certificate of Compliance if:
    - (1) An inspection report from an approved Wood Stove Inspector is submitted that demonstrates the residential property contains allowable wood burning devices.
      - i. If the report indicates that a wood stove is uncertified, the wood stove must be removed from the residential property and re-inspection by an approved inspector is required.
    - (2) The Control Officer shall issue a Certificate of Compliance not later than seven (7) working days after receipt of a completed inspection report from an approved Wood Stove Inspector.
      - i. If the Control Officer fails to act within the seven (7) working day period, any escrow transaction and/or title change that requires a Certificate of Compliance may be completed in lieu of issuance of said Certificate.
  - b. A Notice of Exemption shall be submitted to the Control Office within ten (10) working days of the close of escrow and/or title change, if:
    - (1) The residential property does not contain a wood stove.

- (2) The residential property contains any solid fuel burning device that is to be removed before the close of escrow and/or title change, then the Notice of Exemption can not be submitted until the solid fuel burning device is removed from the property.

The buyer and seller of any residential property shall observe any disclosure statements supplied by the real estate agents relating to the requirement under this regulation for the inspection of any wood stove.

## SECTION E – COMPLIANCE AND RECORDS

### 1. DEALERS AFFIDAVIT OF SALE

- a. A person who sells a wood stove within the Health District must report the sale to the Control Officer within thirty (30) days from the date of sale on the form provided by the Control Officer.
- b. The form shall be provided by the Control Officer after the person pays the fee established by the Board of Health for that form.
- c. Any person who fails to notify the Control Officer of the sale is subject to the penalties set forth in Section 020.040.

### 2. CERTIFICATE OF COMPLIANCE: A Certificate of Compliance issued pursuant to this section:

- a. Remains valid until the residential property is transferred or conveyed to a new owner or nine (9) months, whichever comes sooner.
- b. Does not constitute a warranty or guarantee by the approved inspector or the Control Officer that the wood stove meets any other standards of operation, efficiency or safety, except the emission standards contained in these regulations.

### 3. FALSIFICATION OF INFORMATION: Any person who falsifies any information associated with a:

- a. Wood Stove Inspection;
- b. Certificate of Compliance;
- c. Notice of Exemption; or
- d. Dealer's Affidavit of Sale

is subject to the penalties set forth in Section 020.040, and may be subjected to the applicable penalties prescribed by law for perjury. The revocation of the Control Officer's approval to conduct wood stove inspections or revocation of a Certificate of Compliance may also be a result.

4. VIOLATION OF VISIBLE EMISSIONS OR PROHIBITED FUELS STANDARDS: A person who violates Sections C.4, C.5 or C.6 of this regulation shall be issued a warning for the first violation, and shall be provided information on proper wood burning techniques. Subsequent violations would be subject to the penalties set forth in Section 020.040.
5. CURTAILMENT OF BURNING DURING POLLUTION ALERTS: If the concentrations of an air containment reach or are predicted to reach levels that constitute a Stage 1 alert as defined in Section 050.005, operation of any Solid Fuel Burning Device shall be suspended in accordance with the requirements of Section 050.015.A.5.

040.0512      EXISTING WOOD STOVE/FIREPLACE INSERT - REPLACEMENT  
(Amended 11/18/92, 11/16/94, 9/23/98; Text deleted in its entirety by DBOH 6/19/02)

040.0514      LIMITATION ON NUMBER OF SOLID FUEL BURNING DEVICES (Adopted 5/23/90, Amended 11/16/94, 9/23/98; Text deleted in its entirety by DBOH 6/19/02)

040.052      OUTDOOR WOOD-FIRED BOILERS (Adopted 11/16/06)

**SECTION A – GENERAL**

1. PURPOSE: To limit particulate matter emission and other pollutants discharged into the ambient air from outdoor wood-fired boilers by prohibiting the installation of any outdoor wood-fired boiler(s).
2. APPLICABILITY: The provisions of this regulation shall apply to any person seeking to install an outdoor wood-fired boiler within the Health District.

**SECTION B – DEFINITIONS:** For the purpose of this regulation, the following definition shall apply.

1. Outdoor Wood-Fired Boiler. Means a fuel burning device designed: (1) to burn primarily wood; (2) not to be located inside structures ordinarily occupied by humans, and, (3) to heat spaces or water by the distribution through pipes of a fluid, typically water, heated in the device.

**SECTION C – STANDARDS**

1. All outdoor wood-fired boilers are prohibited from installation in the Health District.

**SECTION D – ADMINISTRATIVE REQUIREMENTS**

1. No local government authority within the Health District shall issue a building permit to any person to install an outdoor wood-fired boiler.





# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



**Public Health**  
Prevent. Promote. Protect.

Date: April 26, 2012

To: District Board of Health

From: Kevin Dick, Director, Air Quality Management

Subject: Star Cleaners – Case No. 1075  
Unappealed Citation No. 4590  
Agenda Item: 7.A.1.c.

### **Recommendation**

Air Quality Management Division Staff recommends that Citation No. 4590 be upheld and a fine of \$500 be levied against Star Cleaners for the replacement of dry cleaning equipment without an authority to construct and failure to file a change of ownership notification with the Air Quality Management Division. Additionally, Star Cleaners will be required to contact the Nevada Small Business Development Center, Business Environmental Program, to have a free environmental review completed on all of the facility operations. The Citation was issued for a violation of Section 030.000 A & C of the District Board of Health Regulations Governing Air Quality. This is a negotiated settlement.

Recommended Fine: \$2,500.00

Negotiated Fine: \$500.00

### **Background**

On February 13, 2012, during a routine inspection of Star Cleaners located at 2303 South Virginia Street in Reno, AQ Specialist Jerry Gaige found the establishment had been sold and the new owners had installed new equipment without the proper authority to construct. The new owners had also failed to submit a change of ownership notification with the Air Quality Management Division. AQ Specialist Gaige immediately asked the new owner, Mr. Chung, if he had filed paperwork for the equipment change out and change of ownership. Mr. Chung told AQ Specialist Gaige that he had not filed the paperwork for either the equipment change out or the change of ownership. AQ Specialist Gaige explained to Mr. Chung that he was currently operating without a valid permit and that he needed to file the proper applications with Air Quality Management Division in order to be issued a Permit to Operate for his dry cleaning establishment. Mr. Chung was issued Notice of Violation Citation No. 4590.

**P.O. BOX 11130 Reno, NV 89520-0027 • (775) 784-7200 • FAX (775) 784-7225**

**[www.washoecounty.us/health](http://www.washoecounty.us/health)**

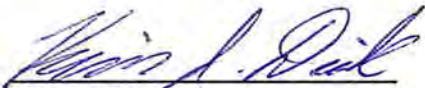
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April 26, 2012  
DBOH/Star Cleaners/Case 1075  
Page 2

On March 19, 2012, Senior AQ Specialist Dennis Cerfoglio, Permitting and Enforcement Branch Chief Charlene Albee and AQ Specialist Jerry Gaige met with Mr. Chung for a negotiated meeting. After consideration of all the facts of this case, Mr. Chung agreed to a fine of \$500. Additionally, Mr. Chung agreed to the requirement that he contact the Nevada Small Business Development Center, Business Environmental Program, to schedule a facility review to provide him with compliance assistance to ensure his business is operating in accordance with all environmental regulations. AQ Specialist Cerfoglio also required Mr. Chung to have a representative from the Business Environmental Program provide written confirmation of the completion of the facility review to the Air Quality Management Division to demonstrate compliance with the settlement agreement. A Memorandum of Understanding was signed by all parties.

### **Alternatives**

1. The District Board of Health may determine that no violation of the Regulations has taken place and dismiss Citation No. 4590.
2. The Board may determine to uphold Citation No. 4590 but levy any fine in the range of 0 to \$10,000 per day.
3. In the event the Board determines to change the proposed penalty, the matter should be continued so that Star Cleaners may be properly notified.



Kevin Dick  
Division Director  
Air Quality Management Division

CD/DC: ma



WASHOE COUNTY DISTRICT HEALTH DEPARTMENT  
 AIR QUALITY MANAGEMENT DIVISION  
 401 RYLAND STREET, SUITE 331 • P.O. BOX 11130 • RENO, NV 89520  
 (775) 784-7200



**NOTICE OF VIOLATION**

NOV 4590

DATE ISSUED: 02/13/2012

ISSUED TO: STAR CLEANERS PHONE #: 824-1231

MAILING ADDRESS: 23035 VIRGINIA ST. CITY/ST: RENO NV ZIP: 89502

NAME/OPERATOR: MR. JIM CHUNG PHONE #: 826-1231

DRIVER LICENSE #/SSN 0802363907

YOU ARE HEREBY OFFICIALLY NOTIFIED THAT ON 02/13/12 (DATE) AT 2:00 PM (TIME), YOU ARE IN VIOLATION OF THE FOLLOWING SECTION(S) OF THE WASHOE COUNTY DISTRICT BOARD OF HEALTH REGULATIONS GOVERNING AIR QUALITY MANAGEMENT:

- |  |  |
|--|--|
| <input type="checkbox"/> MINOR VIOLATION OF SECTION: | <input checked="" type="checkbox"/> MAJOR VIOLATION OF SECTION:            |
| <input type="checkbox"/> 040.030 __ DUST CONTROL     | <input checked="" type="checkbox"/> 030.000 OPERATING W/O PERMIT           |
| <input type="checkbox"/> 040.055 __ ODOR/NUISANCE    | <input checked="" type="checkbox"/> 030.2175 VIOLATION OF PERMIT CONDITION |
| <input type="checkbox"/> 040.200 __ DIESEL IDLING    | <input type="checkbox"/> 030.105 ASBESTOS/NESHAP                           |
| <input type="checkbox"/> OTHER _____                 | <input type="checkbox"/> OTHER _____                                       |

VIOLATION DESCRIPTION: OPERATING WITHOUT A PERMIT  
CONDITION "A" AND "C". CHANGE OF OWNERSHIP &  
EQUIPMENT MODIFICATIONS.

LOCATION OF VIOLATION: SAME AS ABOVE.

POINT OF OBSERVATION: \_\_\_\_\_

Weather: N/A Wind Direction From: N E S W

Emissions Observed: \_\_\_\_\_  
 (If Visual Emissions Performed - See attached Plume Evaluation Record)

**WARNING ONLY:** Effective \_\_\_\_\_ a.m./p.m. \_\_\_\_\_ (date) you are hereby ordered to abate the above violation within \_\_\_\_\_ hours/days. I hereby acknowledge receipt of this warning on the date indicated.

Signature \_\_\_\_\_

**CITATION:** You are hereby notified that effective on 02/13/2012 (date) you are in violation of the section(s) cited above. You are hereby ordered to abate the above violation within 02/17/2012 hours/days. You are further advised that within ten days of the date of this violation you may submit a written notice of appeal to the Chairman, Hearing Board, P.O. Box 11130, Reno, Nevada 89520. Failure to submit a notice of appeal in the time specified will result in submission of this violation to the District Board of Health, together with a request that an administrative fine be levied against you. If you do not wish to file an appeal the appropriate fine may be paid at the District Health Department.

**SIGNING THIS FORM IS NOT AN ADMISSION OF GUILT**

Signature: [Signature] Date: 2/13/2012

Issued by: [Signature] AQS. Title: AQS II

WASHOE DOES NOT DISCRIMINATE ON THE BASIS OF SEX, RACE, COLOR, AGE, RELIGION, DISABILITY OR NATIONAL ORIGIN IN THE ACTIVITIES AND OR SERVICES WHICH IT PROVIDES. IF YOU HAVE ANY QUESTIONS, PLEASE CALL WASHOE COUNTY HUMAN RESOURCES - 328-2080; TDD NUMBER 328-3685.



DISTRICT HEALTH DEPARTMENT
AIR QUALITY MANAGEMENT DIVISION

MEMORANDUM OF UNDERSTANDING

WASHOE COUNTY HEALTH DISTRICT
AIR QUALITY MANAGEMENT DIVISION

Date: 3-19-2012
Company Name: Star Cleaners
Address: 2303 South Virginia Street
Notice of Violation No.: 4590 Case No.: 1075

The staff of the Air Quality Management Division of the Washoe County District Health Department issued the above referenced citation for the violation of Regulation: 030.000 "A" & "C" Operating w/o Permit plus equipment modifications w/o permit to construct. Contact Nevada Small Business Center for setup help.

A settlement of this matter has been negotiated between the undersigned parties resulting in a penalty amount of \$ 500.00. This settlement will be submitted to the District Board of Health for review at the regularly scheduled meeting on April 26, 2012.

as part of \$500.00 dollar settlement agreement.

Signature of Company Representative

Signature of District Representative

Print Name

Print Name

Title

Title

Witness

Witness

Witness

Witness

AIR QUALITY "PERMIT TO OPERATE" A07-0002  
EQUIPMENT WHICH HAD BEEN REPLACED



# PERMIT TO OPERATE

An Air Pollution Emission Source

No. A07-0002

Issued By Air Quality Management Division, Washoe County Health District

P.O. Box 11130, Reno, Nevada 89520-0027 • Phone (775) 784-7200

ISSUED TO: STAR CLEANERS Gen Air - Dry Cleaning

ADDRESS: 2303 S VIRGINIA STREET, RENO NV, 89502

LOCATION: 2303 S. VIRGINIA STREET, RENO, NV 89502

EQUIPMENT COVERED UNDER THIS PERMIT REALSTAR DRY-TO-DRY PERC DRY CLEANING MACHINE, MODEL #RS-473

**THE CONDITIONS OF OPERATION LISTED ON THIS PERMIT SUPERCEDE ALL PREVIOUS PERMIT CONDITIONS**

**CONDITIONS OF OPERATION LISTED ON THIS PERMIT:**

- A. **ALTERATIONS:** This permit becomes void upon any change of ownership or address or any alteration of permitted equipment.
- B. **POSTING:** This permit shall be posted on or near the equipment listed above. This permit shall be made readily available at all times while the equipment is operating.
- C. **MODIFICATION OF EQUIPMENT:** Any modification of the equipment other than normal repair and maintenance will require a new permit.
- D. **RECORDS:** Any records of operation which effect the potential of the source to emit air pollutants, such as fuel or products consumed, products produced, hours of operation, chemicals or supplies used in source operation, must be maintained for a period of at least 5 years and made available to the Control Officer upon request.
- E. **EQUIPMENT FAILURE:** All upset or breakdown conditions resulting in increased emissions or air pollutants shall be reported in compliance with District regulations, Section 020.075 and 020.076.
- F. **ACCESS:** The Control Officer will be provided access to the facility to inspect operations and equipment covered under this permit whenever necessary to determine compliance with this permit and any other air pollution limitatons specified in District regulations.

**ADDITIONAL CONDITIONS:**

- 1: The annual throughput/consumption figures must be submitted in writing to the A.Q.M.D. no later than the 20th of the month, approximately 6 weeks prior to the expiration date of the permit.
- 2: Vapor collection and control systems will be properly maintained such that solvents are collected and recycled in an efficient manner.
- 3: Waste materials contaminated with cleaning solvent must be stored in tightly sealed containers to prevent vapor loss.
- 4: The owner/operator must maintain an operation manual on-site that includes the design specifications and standard operating procedures for the dry cleaning unit.
- 5: Daily operational checks must be conducted, including leak detection, description and dates of repairs, and any other pertinent information regarding unit operation and maintenance. All information must be recorded on the weekly maintenance logs, along with perc purchases, provided by the AQMD. Copies of the maintenance logs must be made available upon request.
- 6: For machines with refrigerated condensers: 1) The temperature on the outlet side of the condenser must be less than 45 degrees F; 2) The temperature of the airstream measuring the difference between the entrance and exit of the condenser must be greater than or equal to 20 degrees F.
- 7: For machines with carbon adsorbers: 1) A regular weekly desorption schedule must be implemented; 2) The concentration of perc in the exhaust of the carbon adsorber must be measured once per week; and 3) The perc concentration must be less than 100 ppm.

*Mary A. B.*  
CONTROL OFFICER

03/31/2012  
EXPIRATION DATE

\$198.00  
ANNUAL RENEWAL FEE

A07-0002  
PERMIT NO.

FAILURE TO COMPLY WITH THE CONDITIONS OF THIS PERMIT MAY RESULT IN CITATIONS OR PERMIT REVOCATION

COMPLAINT INVESTIGATION REPORT  
Washoe County Air Quality Management Division

Complaint Number: **CMP12-0037**

Complaint Status: NOV

Source of Complaint: INVESTIGATOR

Complaint Type: PERMIT

Date Received: 03/14/2012

Time: 2:00:00 PM

Inspector: JGAIGE

Inspector Area: 5

Complaint Description: NOV CITATION 4590 (ISSUED 2-13-2012) - CASE 1075 - OPERATING WITHOUT A PERMIT, CHANGE OF OWNERSHIP, & EQUIPMENT MODIFICATIONS

Address: 2303 S VIRGINIA ST RENO

Location:

Parcel Number:

Related Permit Number: A07-0002

Complainant:

AQMD STAFF  
JERRY GAIGE  
1001 E 9TH ST STE A115  
RENO NV 89512  
775-784-7202

Responsible Party:

STAR CLEANERS  
JIM CHUNG  
2302 S VIRGINIA ST  
RENO NV 89502  
775-826-1231

Investigation:

FEBRUARY 13, 2012 AQ SPECIALIST JERRY GAIGE WAS COMPLETING A ROUTINE INSPECTION AT STAR CLEANERS AND DISCOVERED THEY HAD CHANGED OWNERSHIP AND EQUIPMENT, AND WERE OPERATING WITHOUT A VALID AIR QUALITY PERMIT. AQ SPECIALIST GAIGE ISSUED JIM CHUNG A NOV CITATION 4590, CASE 1075 FOR VIOLATION OF PERMIT CONDITIONS.

\*\*\* DBOH MEETING - APRIL 26, 2012 \*\*\*

Enforcement Activities

Warning Citation...:

NOV.....: 02/13/2012

Settlement.....:

Appealed.....:

Citation Number: 4590

NOV Number....: 0

Case Number.....: 1075

Amount.....: \$0.00

Upheld.....:

Amount.....: \$0.00

Status Information

Initialized By.....: MAMES  
Date Assigned.....: 03/14/2012

Completed Date...:  
Completed By.....:



Complaint Number: CMP12-0037

Date Received: February 13<sup>th</sup> 2012

Time Received: 2:00 PM

During a routine annual inspection of the Star Cleaners, located at 2302 South Virginia Street, Reno, the following Permit discrepancies were observed: 1) Permit to operate A07-0002 was issued to Mr. Jason Lee and not the current owners, Jim and Ki Chung; and 2) the equipment covered under this permit includes (2) Real Star dry to dry machines, Model RS-473. The two Real Star units had been removed and replaced with a Columbia unit using DF-2000 as a cleaning agent. Mr. Chung stated that he bought the business prior to the installation of the new equipment. He obtained permits from the city of Reno and was told by the city official that he had obtained all the necessary permits and scheduled the required inspections. Air Quality Specialist Jerry Gaige identified the following conditions of operation listed on the permit that had been violated.

Condition "A" Alterations: This permit becomes void upon any change of ownership or address or any alteration of permitted equipment.

And

Condition "C" Modification of Equipment: Any modification of the equipment other than normal repair and maintenance will require a new permit.

Non compliance with permit to operate conditions "A" & "C" constituted major violations and a citation was issued, NOV # 4590. Case # 1075

Mr. Chung immediately went to the AQMD office and obtained the proper permit, A12-0006 and will attend a settlement meeting. Date to be set.

Mr. Chung was very cooperative and further stated that he would make sure that they were well versed in all regulations and requirements governing their business operations.

Air Quality Specialist; Jerry Gaige

A handwritten signature in black ink, appearing to read "Jerry Gaige", written over a light blue horizontal line.

# RECOMMENDED FINE WORKSHEET

DATE: 2-13-2012

CASE NO.: 1075

NOV NO.: 4590

COMPANY NAME: Star Cleaners

CONTACT NAME: Jim Chung, Owner

VIOLATION OF SECTION(S): 030.000 Sec A & C and 030.2175 (MAJOR / MINOR)

X 1<sup>ST</sup> VIOLATION      \_\_\_\_\_ 2<sup>ND</sup> VIOLATION      \_\_\_\_\_ 3<sup>RD</sup> VIOLATION

<u>NO</u>	HAZARDOUS AIR POLLUTANT	YES / NO	<u>VOC'S</u>	TYPE OF AIR CONTAMINANT (CO, NOX, SOX, PM, VOC'S)	
<u>YES</u>	LEGALLY PERMITTED SOURCE	YES / NO	<u>NO</u>	PUBLIC HEALTH EXPOSURE	YES / NO
<u>N/A</u>	NUMBER OF DAYS IN VIOLATION	YES / NO	<u>NO</u>	PUBLIC COMPLAINTS	YES / NO

1. **DEGREE OF VIOLATION:** MINOR      MODERATE      MAJOR  
(The degree to which the person/company has deviated from the regulatory requirements)  
Operating without a valid Permit to Operation. Change of ownership and equipment modifications.

2. **ECONOMIC BENEFIT COMPONENT:** (OPTIONAL): MINOR      MODERATE      MAJOR  
ESTIMATED COST \$ 353.00  
(Economic effect to the person/company for NOT complying with the Regulations including avoided costs and delayed costs)

3. **DEGREE OF COOPERATION:** MINOR      MODERATE      MAJOR  
(The person/company's efforts to immediately cease the violation and come into compliance)  
Applied for new pert on the same day 2/13/2012.

4. **ADDITIONAL COMMENTS:**

RECOMMENDED FINE: \$2,500

  
AQ SPECIALIST'S SIGNATURE

NOTE: "Minor Violations", per District Regulations, cannot exceed \$1000 for the first and second violations. Third minor violations, plus "major violations" cannot exceed \$10,000 per day.

APPLICATION FOR AUTHORITY TO CONSTRUCT/MODIFY  
AND/OR PERMIT TO OPERATE  
DATED FEBRUARY 13, 2012

WASHOE COUNTY HEALTH DISTRICT  
AIR QUALITY MANAGEMENT DIVISION

APPLICATION FOR AUTHORITY TO CONSTRUCT/MODIFY  
AND/OR PERMIT TO OPERATE

Return to: Washoe County Health District  
Air Quality Management Division  
PO Box 11130  
Reno, Nevada 89520-0027  
(775) 784-7200, Fax (775) 784-7225

A12-0006  
SIC# 7214  
COND# 4

INSTRUCTIONS:

- \* A Plan Review Fee must be submitted with the Application(s):  
\$353.00 for sources emitting less than 100 tons of pollutants per year;  
\$2,825.00 for "Major" sources emitting over 100 tons per year.  
An additional Operating Permit Fee will be assessed after completion of the air quality emissions review.
- \* Use one Application form for each process.
- \* Application must be filled out completely for all items that are applicable.
- \* Application must be signed by a responsible person knowledgeable concerning the operation of the equipment.

1. Full Business Name (name permit will be issued under):  
STAR CLEANERS

2303 S VIRGINIA ST RENO NV 89502  
Street Address (actual location of equipment/process):

2303 S. VIRGINIA ST RENO NV 89502  
City State Zip Code

2. Business/Mailing Address (if different than above):  
Address SAME AS ABOVE

City State Zip Code

3. Name & Address of Responsible Party (operations contact person):  
Name BYUNG O CHUNG

2303 S. VIRGINIA ST  
Address  
RENO NV 89502  
City State Zip Code

Telephone No: 775-826-1231 Fax No: \_\_\_\_\_

4. Expected date for start of construction (for new installations): 5/1/2011  
Estimated date of start of operation: 5/1/2011

5. Description of equipment/process (include manufacturer, model, serial number, attach flow diagram, etc.):

IRURA 440N DF-2000 HYDROCARBON DRYCLEANER  
SN: JN22J11455 COLOMBIA

CHECK \$353.00  
1 0213'12 N046665 TND

6. Materials Used in Process (i.e., type of solvents, resin, paints, raw product processed, etc.):

\*\*\*\*\* Attach MSDS sheets \*\*\*\*\*

Raw material

Estimate average quantity used per year

DF-2000

85 gal.

7.

Projected Operating Time:

OPEN FOR BUSINESS  
Time of day 7 AM

to 7 PM

For Batch Processes:

D/C → Hours per day 8

Days per year 305

Hours per batch 55 MIN

Pounds per batch 45 POUNDS

Batches per year 2440 X 8

8.

Description of Air Pollution Control Apparatus:

Manufacturer:

a. Height of discharge above ground (feet) N/A

b. Distance from discharge to nearest property line (feet) N/A Direction N/A

c. Stack diameter in feet N/A

d. Volume of gas discharged into open air in cubic feet per minute N/A

e. Temperature at point of discharge (in degrees F) N/A

9.

For fuel burning equipment state:

Aggregate input BTU/hr: N/A

Type of fuel used: (circle) Natural Gas Fuel Oil Coal

Type of back-up fuel used: (circle) Natural Gas Fuel Oil Coal

Sulfur content if oil or coal is used:

Average hours operated (hrs/yr):

Average amount of fuel consumed per hour:

10.

PROJECTED PROCESS EMISSIONS (lbs/day):

without Control Equipment

with Control Equipment

Particulate

Sulfur Dioxide

Carbon Monoxide

Oxides of Nitrogen

Hydrocarbons

Lead

Hazardous Air Contaminants (Toxics)

Other (specify):

**NOTE: Applicant agrees to allow on-site inspection during and after construction by the Air Quality Management Division during working hours without prior notice. The operator must notify this office when facility commences and completes construction. An official Permit to Operate will not be issued until a final inspection is made and any test data has been forwarded to this office assuring that equipment will meet all district and state regulations.**

This application is submitted in accordance with the provisions of Section 030.005, and under penalty of perjury, to the best of my knowledge the information supplied in this document is true and correct.

Signature

Bryan G. Chung

Date

2/13/2012

Print or Type Name and Title

Bryan G. Chung President

AUTHORITY TO CONTRACT  
AND  
AIR QUALITY EMISSIONS ENGINEERING REVIEW  
DATED FEBRUARY 17, 2012



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



**Public Health**  
Prevent. Promote. Protect.

February 17, 2012

Mr. Byung Chung  
Star Cleaners  
2303 S. Virginia Street  
Reno, NV 89502

Dear Mr. Chung:

The Air Quality Management Division of the Washoe County District Health Department has reviewed your application for an Authority to Construct/Permit To Operate a replacement Colombia dry cleaning machine to be located at 2303 S. Virginia Street in Reno. We will approve the equipment as proposed in your application, received February 13, 2012, with the conditions listed below. You may consider this letter as your official Authority to Construct and Permit to Operate pending issuance of the actual permit.

### GENERAL PERMIT TO OPERATE CONDITIONS

- A. ALTERATIONS:** This permit becomes void upon any change of ownership or address or any alteration of permitted equipment.
- B. POSTING:** The permit shall be posted on or near the equipment listed above. The permit shall be readily available at all times while the equipment is operating.
- C. MODIFICATION OF EQUIPMENT:** Any modification of the equipment listed above other than normal repair and maintenance will a new Permit.
- D. RECORDS:** Any records of operation which effect the potential of the source to emit air pollutants, such as fuel or products consumed, products produced, hours of operation, chemicals or supplies used in source operation, must be maintained for a period of at least 5 years and made available to the control officer upon request.
- E. EQUIPMENT FAILURE:** All upset or breakdown conditions resulting in increased emissions or air pollutants shall be reported in compliance with District regulations, sections 020.075 and 020.076.
- F. ACCESS:** The control officer will provide access to the facility to inspect operations and equipment covered under this permit whenever necessary to determine compliance with this permit and any other air pollution limitations specified in District regulations.

P.O. BOX 11130 Reno, NV 89520-0027 • (775) 784-7200 • FAX (775) 784-7225

[www.washoecounty.us/health](http://www.washoecounty.us/health)

WASHOE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER HIRING EMPLOYMENT ELIGIBLE APPLICANTS

Printed on Recycled Paper

**DRY CLEANING EQUIPMENT** Additional Conditions:

1. **ANNUAL REPORTING:** The annual throughput/consumption figures must be submitted in writing to the AQMD no later than the 20th of the month, approximately six (6) weeks prior to the expiration date of the permit.
2. **VAPOR COLLECTION & CONTROL:** Vapor collection and control systems will be properly maintained such that solvents are collected and recycled in an efficient manner.
3. **WASTE MATERIALS:** Waste materials contaminated with cleaning solvent must be stored in tightly sealed containers to prevent vapor loss.
4. **OPERATIONAL MANUAL:** The owner/operator must maintain an operation manual on-site that includes the design specifications and standard operating procedures for the dry cleaning unit.
5. **MAINTENANCE:** The equipment must be operated and maintained in compliance with the manufacturer's specifications. Regular scheduled maintenance shall be performed, with a maintenance log available for District review.
6. **ODORS:** The operator will not discharge or cause the discharge of odorous emissions which result in confirmed violations of District Regulations Governing Air Quality Management, specifically Section 040.055. Upon confirmation of a violation of the odor regulation, the operator must submit a plan to reduce the odorous emissions within 30 days of Notice by the Control Officer.

Since this equipment has already been constructed, the District will be contacting you in the near future to schedule the initial compliance inspection. Once the determination has been made that the facility has been constructed in accordance with the application and is operating in compliance with the District Regulations, the annual permit to operate may be issued. An invoice will be mailed to your facility for the annual permit fee. Once the fee has been received, Permit to Operate #A12-0006 will be issued.

If you have any questions, please feel free to contact me at (775) 784-7211.

Sincerely,

*Charlene H. Albee*

Charlene H. Albee  
Air Quality Engineer II



## STAR CLEANERS

### DRY CLEANING FACILITY -- Permit No. A12-0006

### AIR QUALITY EMISSIONS ENGINEERING EVALUATION

Analysis completed by Charlene Albee – 2/17/12

Star Cleaners, has submitted an application for an authority to construct/permit to operate a new dry cleaning unit to be located at the existing facility at 2303 S. Virginia Street, Reno, Nevada. The facility will be removing the perc machine and installing a new Colombia "green" machine utilizing DF-2000 as the cleaning solvent.

#### **OPERATING ASSUMPTIONS:**

1. Regular operations -- 12 hours per day, 305 days per year.
2. Annual DF-2000 consumption estimated at 85 gallons per year.
3. Assume solvent consumption is replacing solvent that has evaporated to the atmosphere.

#### **ESTIMATED EMISSIONS:**

PERMIT A12-0006 - Dry Cleaning Facility Operation

The solvent used in dry cleaning is the primary emission from a dry cleaning operation. Solvent is given off by the washer, dryer, solvent still, muck cooker, still residue and filter muck storage areas, as well as by leaky pipes, flanges and pumps. Emissions can be controlled by good housekeeping (maintaining all equipment and using good operating practices). AP-42 Table 4.1-1 contains emission factors for dry cleaning based on the pounds of clothes cleaned. However, we base the estimated emissions on the quantity of solvent used because different materials retain different amounts of solvent (i.e. synthetics, leather, cotton), and it is also possible to give credit for an efficient system that does not require large quantities of solvent.

Star Cleaners estimates an annual consumption of approximately 85 gallons per year based on the volume of business and efficiency of the system. The density of DF-2000 is 7.51 pounds per gallon. Therefore the estimated emissions are as follows:

$$\begin{array}{r} \text{Quantity of Solvent gals/yr} * 7.51 \text{ lbs/gal} \\ \hline 2000 \text{ lbs/ton} \end{array} = \text{tons of VOC's}$$
  
$$\begin{array}{r} 85 \text{ gals/yr} * 7.51 \text{ lbs/gal} \\ \hline 2000 \text{ lbs/ton} \end{array} = 0.32 \text{ tons/yr}$$

## **TOTAL EMISSIONS**

TOTAL ESTIMATED EMISSIONS FOR THIS FACILITY:

<u>POLLUTANT</u>	<u>POUNDS PER DAY</u>	<u>TONS PER YEAR</u>
VOCs	1.75	0.32
TOTAL	1.75	0.32

## **HAZARDOUS OR TOXIC AIR POLLUTANTS**

This facility will not emit any pollutants that are classified as hazardous air pollutants. This facility, as proposed, is exempted from the requirements of Section 030.900. Any change in materials or modifications to the process will require notification and submittal of applicable MSDS to evaluate the resultant changes on the emissions from the facility.

## **REGULATORY COMPLIANCE**

The emissions from this facility will not exceed 125 lbs per day and will not be subject to LAER requirements. It is expected that with good housekeeping (maintaining all equipment and using good operating practices) the facility will be able to comply with District regulations for emissions opacity, odors, and other prohibited emissions. Proper maintenance will be important and this will be the thrust of the operating conditions.

## ATTACHMENT #1

### Estimated Emission Calculations

Permit#: A12-0006 Address: 2303 S VIRGINIA ST RENO  
 Status: APF Dry Cleaning Emission Calculations  
 Date: 02/7

Update [Left Arrow] [Right Arrow] Exit Back

DRY CLEANING EMISSION CALCULATIONS

Perchloroethylene.....(Y/N)  N  
 Stoddard.....(Y/N)  N  
 1,1,1-TCE.....(Y/N)  N  
 1,1,1-TCA.....(Y/N)  N  
 Petroleum Distillates.....(Y/N)  Y  
 Butane/Pentane.....(Y/N)  N  
 Acetone.....(Y/N)  N

Select Only One Solvent Type Used

Percentage of Toxicity.....  %

Number of Gallons Solvent Used Per Year...

Screen Fees

POLLUTANTS	Density Lbs/Gal	Usage Gals/Year	Toxic % Factor	Emissions Lbs/Yr
VOC Emissions:	7.51000	85.00	0.00%	638.35
TOXIC Emissions:	0.00000	0.00	0.00%	0.00 ***
Total Lbs/Year:				638.35

\*\*\* TOXIC Emissions not shown in Total, since VOC includes TOXIC

STATIONARY SOURCE RENEWAL/REGISTRATION/INSPECTION  
DATED FEBRUARY 13, 2012



AIR QUALITY MANAGEMENT DIVISION
P.O.Box 11130 • Reno, NV 89520 • (775) 784-7200 • FAX (775) 784-7225 •
STATIONARY SOURCE RENEWAL/REGISTRATION/INSPECTION

Renewal Date: 03-31-2012
Business Name: STAR CLEANERS
Address: 2303 SOUTH VIRGINIA STREET
Phone Number: (775) 826-1231
Contact Person: JIM CHUNG
Emergency Phone:

[A] Permit: A07-0002
[B] Permit:
[C] Permit:

Conditions of Operation
A. Alterations YN
B. Posting YN
C. Modifications YN
D. Records YN
E. Upset Notification YN
F. Access YN

Process/Equipment Description Model Quantity Heat Input
[A] REAL STAR DRY TO DRY RS-473 2
Pollution Control Equipment YES Affixed/Operating YN Operation/Maint Logs YN
Temp/Pressure Opacity Waste/Solvent Stored Properly YN Housekeeping - Good Adequate Poor
Comments: EQUIPMENT REMOVED

Process/Equipment Description Model Quantity Heat Input
[B]
Pollution Control Equipment Affixed/Operating YN Operation/Maint Logs YN
Temp/Pressure Opacity Waste/Solvent Stored Properly YN Housekeeping - Good Adequate Poor
Comments:

Process/Equipment Description Model Quantity Heat Input
[C]
Pollution Control Equipment Affixed/Operating YN Operation/Maint Logs YN
Temp/Pressure Opacity Waste/Solvent Stored Properly YN Housekeeping - Good Adequate Poor
Comments:

Comments: TWO PERMIT DEFICIENCIES - CONDITIONS A & C
NOT #4590 MAJOR VIOLATION & CITATION
ISSUED

ATTN: CHARLENE ALBEE

NOTE: THROUGHPUT CONSUMPTION MUST BE REPORTED BY THE 20TH OF THE MONTH, TWO MONTHS PRIOR TO PERMIT EXPIRATION TO AVOID CITATIONS. INFORMATION PROVIDED WILL BE USED TO CALCULATE THE PERMIT TO OPERATE FEE. ACCURATE RECORDS MUST BE KEPT TO VERIFY GIVEN INFORMATION, IF REQUESTED.

INVESTIGATOR: [Signature] AQS II
RESPONSIBLE PARTY: [Signature]

DATE: 02/13/2012
TITLE: PRESIDENT



# Washoe County Health District



**Public Health**  
Prevent. Promote. Protect.

**STAFF REPORT**  
**BOARD MEETING DATE: 2/26/12**

**DATE:** April 16, 2012

**TO:** District Board of Health

**FROM:** Patsy Buxton, Fiscal Compliance Officer, Washoe County Health District 775-328-2418, [pbuxton@washoecounty.us](mailto:pbuxton@washoecounty.us) *pb*

**THROUGH:** Eileen Stickney, Administrative Health Services Officer, Washoe County Health District, 775-328-2417, [estickney@washoecounty.us](mailto:estickney@washoecounty.us)

**SUBJECT: Ratification of Intrastate Contract between the Washoe County Health District and the Nevada State Health Division to provide a work location for the State Health Division’s Center for Disease Control and Prevention (CDC) assignee for the purpose of providing direct and efficient assistance to the Health District for Strategic National Stockpile planning for the period upon ratification through November 27, 2012; and if approved, authorize Chairman to execute the Intrastate Contract.**

**SUMMARY**

The Washoe County District Board of Health must approve and execute, or direct the Health Officer to execute, contracts in excess of \$50,000, Interlocal Agreements, Intrastate Contracts and amendments to the adopted budget.

**District Board of Health strategic priority:** Protect population from health problems and health hazards.

BCC Strategic Objective supported by this item: Safe, Secure and Healthy Communities.

BCC Strategic Outcome supported by this item: Healthy communities.

**PREVIOUS ACTION**

The Board ratified an Interlocal Agreement between the Washoe County Health District and the Nevada State Health Division for the same services on February 23, 2012. The State of Nevada requires an Intrastate Contract be executed.

**BACKGROUND**

The Washoe County Health District proposes to enter into an Intrastate Contract with the Nevada State Health Division to provide a location for the Health Division’s Center for Disease Control and Prevention (CDC) assignee for the purpose of providing direct and efficient assistance to the Washoe County Health District for Strategic National Stockpile (SNS) planning.

The CDC assignee will be responsible for completing the following objectives:

- 1) Strategic National Stockpile – Technical Assistance Review (TAR) planning
- 2) Develop a matrix of TAR requirements identifying the following:
  - Items Washoe County Health District (WCHD) is currently in compliance with

- Which of those items need to be “renewed” each year
  - Items WCHD are not in compliance with
- 3) Develop a brief “Objective to accomplish” for each compliance item
  - 4) Assist WCHD in accomplishing successful compliance with TAR items to include assistance with planning, conducting exercises and drills, and development of plans and protocols which will increase WCHD’s total TAR score.

**FISCAL IMPACT**

Should the Board approve this Intrastate Contract there will be no additional impact to the adopted FY 12 budget. The Washoe County Health District will absorb the costs of this agreement (providing a computer work station, telephone, etc.) within their adopted budget.

**RECOMMENDATION**

Staff recommends that the Washoe County District Board of Health ratify the Intrastate Contract between the Washoe County Health District and the Nevada State Health Division to provide a work location for the State Health Division’s Center for Disease Control and Prevention (CDC) assignee for the purpose of providing direct and efficient assistance to the Health District for Strategic National Stockpile planning for the period upon ratification through November 27, 2012; and if approved, authorize Chairman to execute the Interlocal Agreement.

**POSSIBLE MOTION**

Should the Board agree with staff’s recommendation, a possible motion would be: ratify the Intrastate Contract between the Washoe County Health District and the Nevada State Health Division to provide a work location for the State Health Division’s Center for Disease Control and Prevention (CDC) assignee for the purpose of providing direct and efficient assistance to the Health District for Strategic National Stockpile planning for the period upon ratification through November 27, 2012; and if approved, authorize Chairman to execute the Interlocal Agreement.



## INTRASTATE CONTRACT BETWEEN PUBLIC AGENCIES

A Contract between  
Washoe County Health District  
P O Box 11130  
Reno, NV 89520  
Phone: (775) 328-2400 Fax: (775) 328-2279

and

The State of Nevada  
Acting by and through Its

Department of Health and Human Services  
Health Division

4150 Technology Way, Suite 200  
Carson City, NV 89706  
Phone: (775) 684-4200 Fax: (775) 684-4211

WHEREAS, NRS277.180 authorizes any one or more public agencies to contract with any one or more other public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform; and WHEREAS, it is deemed that the services of Washoe County Health District hereinafter set forth are both necessary to the Health Division and in the best interests of the State of Nevada; NOW, THEREFORE, in consideration of the aforesaid premises, the parties mutually agree as follows:

1. REQUIRED APPROVAL. This Contract shall not become effective until and unless approved by appropriate official action of the governing body of each party.
2. DEFINITIONS. "State" means the State of Nevada and any state agency identified herein, its officers, employees and immune contractors as defined in NRS 41.0307.
3. CONTRACT TERM. This Contract shall be effective upon approval to November 27, 2012, unless sooner terminated by either party as set forth in this Contract.
4. TERMINATION. This Contract may be terminated by either party prior to the date set forth in paragraph (3) or any consecutive year thereafter, provided that a termination shall not be effective until 30 days after a party has served written notice upon the other party. This Contract may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Contract shall be terminated immediately if for any reason Health Division, State and/or Federal funding ability to satisfy this Contract is withdrawn, limited, or impaired.
5. NOTICE. All notices or other communications required or permitted to be given under this Contract shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephonic facsimile with simultaneous regular mail, or mailed certified mail, returned receipt required, postage prepaid on the date posted, and addressed to the other party at the address set forth above.

6. INCORPORATED DOCUMENTS. The parties agree that the services to be performed shall be specifically described; this Contract incorporates the following attachments in descending order of constructive precedence:  
ATTACHMENT AA: SCOPE OF WORK
7. CONSIDERATION. Both parties agree that there shall be no (zero) costs involved by either party in carrying out this agreement.
8. ASSENT. The parties agree that the terms and conditions listed on incorporated attachments of this Contract are also specifically a part of this Contract and are limited only by their respective order of precedence and any limitations expressly provided.
9. INSPECTION & AUDIT.
  - a) Books and Records. Each party agrees to keep and maintain under general accepted accounting principles full, true and complete records, agreements, books, and documents as are necessary to fully disclose to the other party, the State or United States Government, or their authorized representatives upon audits or reviews, sufficient information to determine compliance with any applicable regulations and statutes.
  - b) Inspection & Audit. Each party agrees that the relevant books, records (written, electronic, computer related or otherwise), including but not limited to relevant accounting procedures and practices of the party, financial statements and supporting documentation, and documentation related to the work product shall be subject, at any reasonable time, to inspection, examination, review, audit, and copying at any office or location where such records may be found, with or without notice by the other party, the State Auditor, Employment Security, the Department of Administration, Budget Division, the Nevada State Attorney General's Office or its Fraud Control Units, the State legislative Auditor, and with regard to any federal funding, the relevant federal agency, the Comptroller General, the General Accounting Office, the Office of the Inspector General, or any of their authorized representatives.
  - c) Period of Retention. All books, records, reports and statements relevant to this Contract must be retained by each party for a minimum of three years and for five years if any federal funds are used in the Contract. The retention period runs from the date of termination of this Contract. Retention time shall be extended when an audit is scheduled or in progress for a period reasonably necessary to complete an audit and/or to complete any administrative and judicial litigation which may ensue.
10. BREACH: REMEDIES. Failure of either party to perform any obligation of this Contract shall be deemed a breach. Except as otherwise provided for by law or this Contract, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including but not limited to actual damages, and to prevailing party reasonable attorney's fees and costs.
11. LIMITED LIABILITY. The parties will not waive and intend to assert available NRS Chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. To the extent applicable, actual contract damages for any breach shall be limited by NRS 353.260 and NRS 354.626.
12. FORCE MAJEURE. Neither party shall be deemed to be in violation of this Contract if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including, without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an

excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Contract after the intervening cause ceases.

13. INDEMNIFICATION. Neither party waives any right or defense to indemnification that may exist in law or equity.
14. INDEPENDENT PUBLIC AGENCIES. The parties are associated with each other only for the purposes and to the extent set forth in this Contract, and in respect to performance of services pursuant to the Contract, each party is and shall be a public agency separate and distinct from the other party and, subject only to the terms of this Contract, shall have the sole right to supervise, manage, operate, control and direct performance of the details incident to its duties under this Contract. Nothing contained in this Contract shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.
15. WAIVER OF BREACH. Failure to declare a breach or the actual waiver of any particular breach of the Contract or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.
16. SEVERABILITY. If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of this Contract unenforceable.
17. ASSIGNMENT. Neither party shall assign, transfer or delegate any rights, obligations or duties under this Contract without the prior written consent of the other party.
18. OWNERSHIP OF PROPRIETARY INFORMATION. Unless otherwise provided by law or this Contract, any reports, histories, studies, tests, manuals, instructions, photographs, negatives, blue prints, plans, maps, data, system designs, computer code (which is intended to be consideration under this Contract), or any other documents or drawings, prepared or in the course of preparation by either party in performance of its obligations under this Contract shall be the joint property of both parties.
19. PUBLIC RECORDS. Pursuant to NRS 239.010, information or documents may be open to public inspection and copying. The parties will have the duty to disclose unless a particular record is made confidential by law or in a common law balancing of interests.
20. CONFIDENTIALITY. Each party shall keep confidential all information, in whatever form, produced, prepared, observed or received by that party to the extent that such information is confidential by law and otherwise required by this Contract.
21. PROPER AUTHORITY. The parties hereto represent and warrant that the person executing this Contract on behalf of each party has full power and authority to enter into this Contract and that the parties are authorized by law to perform the services set forth in paragraph (6).
22. GOVERNING LAW; JURISIDCTION. This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the jurisdiction of the Nevada district courts for enforcement of this Contract.
23. ENTIRE AGREEMENT AND MODIFICATION. This Contract and its integrated attachment(s) constitute the entire agreement of the parties and such are intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Contract specifically displays a mutual intent to amend a particular part of this Contract, general conflicts in

language between any such attachment and this Contract shall be construed consistent with the terms of this Contract. Unless otherwise expressly authorized by the terms of this Contract, no modification or amendment to this Contract shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto, approved by the Office of the Attorney General.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed and intend to be legally bound thereby.

\_\_\_\_\_  
Contractor's Signature                      Date

\_\_\_\_\_  
Title, Washoe County Health District

\_\_\_\_\_  
Signature: Richard Whitley, MS      Date

\_\_\_\_\_  
Administrator, State Health Division  
Title

\_\_\_\_\_  
Signature: Michael J. Wilden      Date

\_\_\_\_\_  
Director, Department of Health and Human Services  
Title

\_\_\_\_\_  
Signature – Board of Examiners

APPROVED BY BOARD OF EXAMINERS  
On \_\_\_\_\_  
Date

Approved as to form by:

\_\_\_\_\_  
Deputy Attorney General for Attorney General      On \_\_\_\_\_  
Date

INTRASTATE CONTRACT  
BETWEEN: WASHOE COUNTY HEALTH DISTRICT  
AND  
NEVADA STATE HEALTH DIVISION

ATTACHMENT AA: SCOPE OF WORK

Agreement for Work Location of CDC assignee

This Scope of Work contains the terms of the Contract between the Washoe County Health District, hereinafter called "Health District" and the Nevada State Health Division, hereinafter called "Health Division" ; and

The Health Division is responsible for assuring that local health jurisdictions have adequate and appropriate plans in place that will enable a timely and successful deployment of assets from the Centers for Disease Control and Prevention (CDC) Strategic National Stockpile (SNS); and has a staff member who is on assignment from the CDC who is knowledgeable with respect to SNS planning; and

The Health District is in need of assistance with respect to planning for deployment of assets from the Centers for Disease Control and Prevention (CDC) Strategic National Stockpile (SNS); and the Health Division is willing to make the CDC assignee available to the Health District.

Now, therefore, in view of their complimentary goals, the parties wish to enter into this Agreement with the intention of establishing a partnership regarding the work location of the Health Division's CDC assignee for the purpose of providing more direct and efficient assistance to the Health District for SNS planning.

Both parties agree that:

- a) The CDC assignee will remain an employee of the Centers for Disease Control and Prevention for purposes of compensation, worker compensation, and professional liability
- b) They are subject to the provisions of the Health Insurance Portability and Accountability Act and the regulations promulgated there under (hereinafter "HIPAA"), pertaining to the maintenance, handling, retention, confidentiality and availability of records and data containing protected health information, as that term is defined by 45 C.F.R.§164.501. It is agreed that in addition to maintaining such records and data in accordance with HIPAA and any more restrictive provisions of state law, including but not limited to, chapters 441A of the Nevada Revised Statutes and the Nevada Administrative Code, the parties will require that all employees, contractors, and agents with whom they share the records and data provide comparable protections to those provided by the parties.
- c) Both Agencies enter into this agreement with the intent of carrying out their respective missions effectively and efficiently.

The Health Division Agrees to:

- a) Respond promptly to questions and issues that the Health District may raise
- b) Work with the Health District to make this arrangement beneficial to both agencies
- c) To share information as appropriate and legal for the Health Division to share
- d) Require the CDC assignee to adhere to Health District policies and procedures

The Health District agrees to:

- a) Provide office space for the CDC assignee located within Building B of the Washoe County Complex on Ninth Street
- b) Provide a computer work station, broadband access, appropriate software, telephone, and other normal business services for the use of the CDC assignee
- c) Provide the CDC assignee with an identification badge/key card.
- d) Provide the CDC assignee with new employee orientation and training equivalent to that received by Health District employees
- e) To share information with the CDC assignee as appropriate and legal for the Health District to share

The CDC assignee will be responsible for completing the following objectives:

1. Strategic National Stockpile - Technical Assistance Review (TAR) Planning
2. Develop a matrix of TAR requirements identifying the following:
  - Items Washoe County Health District (WCHD) is currently in compliance with
  - Which of those items need to be "renewed" this year
  - Items WCHD are not in compliance with
3. Develop a brief "Objective to accomplish" for each compliance item
4. Assist WCHD in accomplishing successful compliance with TAR items to include assistance with planning, conducting exercises and drills, and development of plans and protocols which will increase WCHD's total TAR score.



# Washoe County Health District



**Public Health**  
Prevent. Promote. Protect.

## STAFF REPORT BOARD MEETING DATE: 4/26/12

**DATE:** April 16, 2012

**TO:** District Board of Health

**FROM:** Patsy Buxton, Fiscal Compliance Officer, Washoe County Health District 775-328-2418, [pbuxton@washoecounty.us](mailto:pbuxton@washoecounty.us) *pb*

**THROUGH:** Eileen Stickney, Administrative Health Services Officer, Washoe County Health District, 775-328-2417, [estickney@washoecounty.us](mailto:estickney@washoecounty.us)

**SUBJECT:** Approval of Subgrant Amendment #1 from the Nevada State Health Division in the amount of \$585,697 (with \$58,570 or 10% Health District match) for the period August 10, 2011 to August 9, 2012 in support of the Centers for Disease Control and Prevention (CDC) Public Health Preparedness (PHP) Program; and if approved authorize the Chairman to execute.

### SUMMARY

The Washoe County District Board of Health must approve and execute, or direct the Health Officer to execute, contracts in excess of \$50,000, Interlocal Agreements and amendments to the adopted budget.

The Washoe County Health District received a Subgrant Amendment #1 from the Nevada State Health Division for the period August 10, 2011 through August 9, 2012 in the total amount of \$585,697 in support of the Public Health Preparedness CDC Grant Program. A copy of the Subgrant Amendment is attached.

**District Board of Health strategic priority:** Protect population from health problems and health hazards.

BCC Strategic Objective supported by this item: Safe, Secure and Healthy Communities.  
BCC Strategic Outcome supported by this item: Healthy communities.

This item supports the Epidemiology and Public Health Preparedness (EPHP) Division's mission to strengthen the capacity of public health infrastructure to detect, assess, and respond decisively to control the public health consequences of bioterrorism events or any public health emergency.

### PREVIOUS ACTION

The District Board of Health approved the Notice of Subgrant Award from the Nevada State Health Division for the period August 10, 2011 through August 9, 2012 in the total amount of \$497,304 (with \$49,730 or 10% Health District match) at their September 22, 2011 board meeting.

**BACKGROUND**

The Nevada State Health Division has awarded the Public Health Preparedness Program an additional \$88,393 in carry forward funds for the period August 10, 2011 through August 9, 2012. The indirect cost rate will be used to meet the match requirement.

The Public Health Preparedness program will use these carry forward funds to contract services for the Public Health Emergency Response Coordinator activities that were not funded by the base award (~\$51,869); contract services for developing a Private POD Tool Kit for private sector partners (~\$35,000); and to rent/lease space needed to store antivirals (Tamiflu) in a secure, temperature controlled space (~\$1,524).

**FISCAL IMPACT**

A budget amendment is not necessary at this time as sufficient budget authority exists through June 30, 2012.

**RECOMMENDATION**

Staff recommends that the Washoe County District Board of Health approve the Subgrant Amendment #1 from the Nevada State Health Division in the amount of \$585,697 (with \$58,570 or 10% Health District match) for the period August 10, 2011 to August 9, 2012 in support of the Centers for Disease Control and Prevention (CDC) Public Health Preparedness (PHP) Program; and if approved authorize the Chairman to execute.

**POSSIBLE MOTION**

Move to approve the Subgrant Amendment #1 from the Nevada State Health Division in the amount of \$585,697 (with \$58,570 or 10% Health District match) for the period August 10, 2011 to August 9, 2012 in support of the Centers for Disease Control and Prevention (CDC) Public Health Preparedness (PHP) Program; and if approved authorize the Chairman to execute.



**Department of Health and Human Services**

**HEALTH DIVISION**

(hereinafter referred to as the DIVISION)

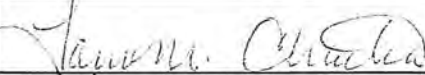


Health Division #:	12061-1
Program #:	CDC08-11
Budget Account #:	3218
Category #:	22
GL#:	8516

**SUBGRANT AMENDMENT #1**

<b>Program Name:</b> Public Health Preparedness Health Planning & Emergency Response Nevada State Health Division		BIOT01	<b>Subgrantee Name:</b> Washoe County Health District (WCHD)	
<b>Address:</b> 4150 Technology Way, Suite #200 Carson City, NV 89706-2009		9306912	<b>Address:</b> 1001 East Ninth Street Reno, NV 89520	
<b>Subgrant Period:</b> August 10, 2011 through August 9, 2012		<b>Subgrantees:</b> EIN#: 88-6000138 Vendor#: T40283400Q Dun & Bradstreet #: 073786998		
<b>Source of Funds:</b>	<b>% of Funds:</b>	<b>CFDA#:</b>	<b>Federal Grant #:</b>	
1. Centers for Disease Control and Prevention	100%	93.069	2U90TP916964-11	
<b>Amendment #1:</b> The reason for this amendment is to increase funds available to the subgrantee from the carry forward amended Notice of Award. This amendment will increase the funds available to WCHD from \$497,304 to \$585,697.				
Change from:				
<b>Approved Budget Categories:</b>				
	<b>Original Award</b>	<b>Carry Forward</b>	<b>New Award</b>	
1. Personnel	\$ 463,962	\$ -	\$ 463,962	
2. Consultant/Contract Services	\$ 1,000	\$ 86,869	\$ 87,869	
3. Travel	\$ 12,250	\$ -	\$ 12,250	
4. Supplies	\$ 4,524	\$ -	\$ 4,524	
5. Equipment	\$ -	\$ -	\$ -	
6. Other	\$ 15,568	\$ 1,524	\$ 17,092	
7. Indirect	\$ -	\$ -	\$ -	
Total Cost	\$ 497,304	\$ 88,393	\$ 585,697	
Change to:				
The carry forward awarded to Washoe County Health District (WCHD) will support ongoing projects as detailed in the 2011-2012 grant application. These funds will be used for developing and maintaining plans for responding to mass illness events such as pandemic flu and infectious disease outbreaks and conducts exercises of these plans. Also assist in regional emergency planning of healthcare surge capacity, points of dispensing (PODs) and other healthcare services.				

**Department of Health and Human Services  
HEALTH DIVISION  
SUBGRANT AMENDMENT #1**

By signing this Amendment, the Authorized Subgrantee Official or their designee, Program Manager, Bureau Chief, and Health Division Administrator acknowledge the above as the new standard of practice for the above referenced Subgrant. Further, the undersigned understand this amendment does not alter, in any substantial way, the non-referenced contents of the Original Subgrant Award and all of its Attachments.

Authorized Sub-grantee Official Washoe County Health District	Signature	Date
Tami M. Chartraw, MPA:HA Health Program Manager I, PHP		4/4/12
Kyle Devine, MSW Health Program Manager II, PHP		4/4/12
Richard Whitley, MS Administrator, Health Division		



**Department of Health and Human Services  
HEALTH DIVISION  
SUBGRANT AMENDMENT #1**

Subgrantee agrees to adhere to the following budget:

1. Personnel	\$ 463,962			
		\$106,574	Epidemiology & PHP Director	70%
		\$ 48,453	Administrative Secretary	84%
		\$ 66,575	Public Information Officer	100%
		\$ 31,127	Health Educator	50%
		\$ 13,555	PH Emergency Response Coordinator	100%
		\$ 72,082	PHP Manager	84%
		\$ 162	Intermittent Hourly Position -	100%
		\$ 129	Epidemiologist	100%
			Intermittent Hourly Position – Public	
		\$125,304	Health Investigator I	
			Fringe	
2. Contractual/Consultant	\$ 87,869			
		\$ 1,000	Translations Services	
		\$ 86,869	Carry Forward from FY10	
3. Travel	\$ 12,250			
		\$ 4,250	In State Travel	
		\$ 8,000	Out of State Travel	
			In compliance with the Federal GSA Rates	
4. Supplies	\$ 4,524			
		\$ 1,524	Office Supplies	
		\$ 2,400	Computer Printer Supplies	
		\$ 600	Operating Supplies for signage and event / exercise preparation	
5. Equipment	\$ 0			
6. Other	\$ 17,092			
		\$ 4,200	Telephone Service	
		\$ 300	Postage	
		\$ 360	Copy Machine	
		\$ 1,008	Printing	
		\$ 816	Books, Publications, Subscriptions	
		\$ 600	Membership dues	
		\$ 1,500	Educational Supplies	
		\$ 1,008	Equipment Repair & Maintenance	
		\$ 420	Minor Furniture & Equipment	
		\$ 191	Computer software for PHP staff	
		\$ 1,000	Rental Space / Meeting Room	
		\$ 3,960	Equipment Services – Vehicle Asset Mgmt Fee	
		\$ 85	Equipment Services – Operating and Maintenance	
		\$ 120	Equipment Services – Fuel Charge	
		\$ 1,524	Carry Forward from FY10	
7. Indirect	\$ 0			
<b>Total Cost</b>	<b>\$ 585,697</b>			

**Department of Health and Human Services**  
**HEALTH DIVISION**  
**SUBGRANT AMENDMENT #1**

2010-2011 Carry Forward Award:

Total Carry Forward: \$88,393

**Summary:** The carry forward funds awarded to Washoe County Health District will support ongoing projects as detailed in the 2011-2012 grant application.

**\$86,869 – Contractual**

Public Health Emergency Response Coordinator to provide services for Public Health Emergency Response Coordinator activities that were not funded due to PHEP budget cut and funding formula/carve outs. Activities include but are not limited to: developing and maintaining plans for responding to mass illness events such as pandemic flu and infectious disease outbreaks and conducts exercises of these plans; assists in regional emergency planning of healthcare surge capacity, points of dispensing (PODs), and other healthcare services (e.g. alternate care sites); develops MOUs with community partners to provide staff, facilities, supplies, equipment and volunteers to deliver prophylaxis, vaccines and other services during a public health emergency; coordinates with the Nevada State Health Division to distribute Strategic National Stockpile locally and regionally (\$51,869).

Contractor to develop a Private Tool Kit that can be provided to private sector partners to assist them in operating their own PODs during a public health emergency. The goal is to develop a comprehensive set of materials that is easily used by individuals without public health expertise and that is "branded" in such a way as to be attractive, functional and clearly identifies the link to the Washoe County Health District as a partner. The Tool Kit will also provide tools for communicating information about the private POD to the public, media and private sector leadership. Possible modules of the Tool Kit may include an executive summary, POD procedures (set up, operation, demobilization), training materials such as sample press releases and forms (\$35,000).

**\$1,524 – Other**

Rental/Lease space for the period August 10, 2011 through August 9, 2012 needed to store antivirals (Tamiflu) in secure, temperature controlled space.

**Nevada Department of Health and Human Services**

Health  
Division # 12061-1  
Bureau Program # CDC08-11  
GL # 8516  
Draw #: \_\_\_\_\_

**HEALTH DIVISION**

**REQUEST FOR REIMBURSEMENT**

<b><u>Program Name:</u></b> Public Health Preparedness                      BIOT01 Health Planning & Emergency Response	<b><u>Subgrantee Name:</u></b> Washoe County Health District (WCHD)
<b><u>Address:</u></b> 4150 Technology Way, Suite 200                      9306912 Carson City, NV 89706	<b><u>Address:</u></b> 1001 East Ninth Street Reno, NV 89520
<b><u>Subgrant Period:</u></b> August 10, 2011 through August 9, 2012	<b><u>Subgrantee EIN #:</u></b> 88-6000138 <b><u>Subgrantee Vendor #:</u></b> T40283400Q <b><u>Dun &amp; Bradstreet #:</u></b> 73786998

**FINANCIAL REPORT AND REQUEST FOR FUNDS**

**(report in dollars and cents; must be accompanied by expenditure report/back-up)**

**Month(s):** \_\_\_\_\_ **Calendar Year:** \_\_\_\_\_

Approved Budget Category	A Approved Budget	B Total Prior Requests	C Current Request	D Year To Date Total	E Budget Balance	F Percent Expended
1 Personnel	\$ 463,962	\$ 0.00	\$ 0.00	\$ 0.00	\$ 463,962.00	0%
2 Contract/Consultant	\$ 87,869	\$ 0.00	\$ 0.00	\$ 0.00	\$ 87,869.00	0%
3 Travel	\$ 12,250	\$ 0.00	\$ 0.00	\$ 0.00	\$ 12,250.00	0%
4 Supplies	\$ 4,524	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,524.00	0%
5 Equipment	\$ 0	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%
6 Other	\$ 17,092	\$ 0.00	\$ 0.00	\$ 0.00	\$ 17,092.00	0%
7 Indirect	\$ 0	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%
<b>8 Total</b>	<b>\$ 585,697</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 585,697.00</b>	<b>0%</b>

This report is true and correct to the best of my knowledge.

Authorized Signature	Title	Date
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Reminder: Request for Reimbursement cannot be processed without an expenditure report/back-up. Reimbursement is only allowed for items contained within Subgrant Award documents. If applicable, travel claims must accompany report.

**FOR HEALTH DIVISION USE ONLY**

Program contact necessary?  Yes     No    Contact Person: \_\_\_\_\_

Reason for contact: \_\_\_\_\_

Fiscal review/approval date: \_\_\_\_\_ Signed: \_\_\_\_\_

Scope of Work review/approval date: \_\_\_\_\_ Signed: \_\_\_\_\_

ASO or Bureau Chief (as required): \_\_\_\_\_ Date: \_\_\_\_\_

**Nevada State Health Division : Public Health Preparedness  
Centers for Disease Control and Prevention (CDC)  
Budget Request and Justification Form  
Washoe County Health District (WCHD)  
August 10, 2011 through August 9, 2012**

**Contact Name:** Jeff Whiteside  
**Phone Number:** 775-328-6130  
**E-Mail Address:** jwhitesides@wahoecounty.us  
**Applicant/Agency Name:** WCHD  
**Total Agency Request:** \$585,697.00

\*\* Insert your total monthly expenditure amount below from your attached reimbursement request in column a. Provide the percentage of the capabilities these funds are to be applied against in column b. If utilizing an electronic copy this will auto-populate the dollar amount in column c. Return this document along with your monthly reimbursement request. This will provide a tracking to expedite the mid- and end-of-year progress reporting.  
 \*\*Please contact us if you have any questions.

**Budget Summary**

	(a)	(b)	(c)
Monthly Expenditure:		Current % Utilized	Current \$ Utilized

**CDC Capabilities:**

Community Preparedness	_____	\$	-
Community Recovery	_____	\$	-
Emergency Operations Coordination	_____	\$	-
Emergency Public Information and Warning	_____	\$	-
Fatality Management	_____	\$	-
Information Sharing	_____	\$	-
Mass Care	_____	\$	-
Medical Countermeasure Dispensing	_____	\$	-
Medical Material Management and Distribution	_____	\$	-
Medical Surge	_____	\$	-
Non-pharmaceutical Interventions	_____	\$	-
Public Health Laboratory Testing	_____	\$	-
Public Health Surveillance & Epi Investigation	_____	\$	-
Responder Safety and Health	_____	\$	-
Volunteer Management	_____	\$	-
		<u>\$</u>	<u>-</u>



# Washoe County Health District



**Public Health**  
Prevent. Promote. Protect.

## STAFF REPORT BOARD MEETING DATE: April 26, 2012

**DATE:** April 16, 2012

**TO:** District Board of Health

**FROM:** Lori Cooke, Fiscal Compliance Officer, Washoe County Health District  
775-325-8068, [lcooke@washoecounty.us](mailto:lcooke@washoecounty.us) *LC*

**THROUGH:** Eileen Stickney, Administrative Health Services Officer  
775-328-2417, [estickney@washoecounty.us](mailto:estickney@washoecounty.us)

**SUBJECT:** Approve donation of various obsolete equipment to Desert Research Institute (DRI) with a current market value estimated at \$ - 0 -.

### SUMMARY

Pursuant to NRS 244.1505, Board of County Commissioners (BCC ) may donate to a governmental entity and certain non-profit organizations for any purpose which will provide a substantial benefit to the inhabitants of the county. As the policy making board for the Washoe County Health District, this approval is first being brought forth for District Board of Health approval and will be scheduled for BCC approval.

**District Board of Health Strategic Priority:** Protect population from health problems and health hazards.

BCC Strategic Objective supported by this item: Safe, Secure and Healthy Communities

BCC Strategic Outcome supported by this item: Healthy Communities

### PREVIOUS ACTION

There has been no previous action.

### BACKGROUND

The Air Quality Management Division (AQMD) is requesting to donate the equipment listed below. The listed equipment is unable to be repaired due to the age of the equipment and/or the manufacturers of the equipment no longer provide support. The AQMD offered the equipment to other agencies in the area and Desert Research Institute expressed an interest in the identified items.

**AGENDA ITEM # 7.C.3.**

Item Description	Model # and/or Name	Quantity	Acquisition Year
Particulate Matter Sampler	Anderson RAAS 2.5 300	5	1999
Beta Attenuation Monitor	Met One BAM 1020	1	2000
CO Analyzer	Monitor Labs 8830	2	1989 & 1990
CO Analyzer	Monitor Labs 9830	1	1998
O3 Analyzer	Monitor Labs 8810	1	~ 1989

Donation of this equipment will provide a sister agency, with limited funding, the ability to use the parts within the instruments to repair their own, or make working instruments available for research, as opposed to the instruments being sent to a local recycling facility where the parts are either disposed of or the electronic components pieced out to interested parties.

**FISCAL IMPACT**

Should the Board approve this donation, there is no associated fiscal impact.

**RECOMMENDATION**

Staff recommends that the District Board of Health approve the donation of various obsolete equipment to Desert Research Institute (DRI) with a current market value estimated at \$ - 0 -.

**POSSIBLE MOTION**

Move to approve the donation of various obsolete equipment to Desert Research Institute (DRI) with a current market value estimated at \$ - 0 -.





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*Regional Emergency Medical Services Authority*

# **REMSA**

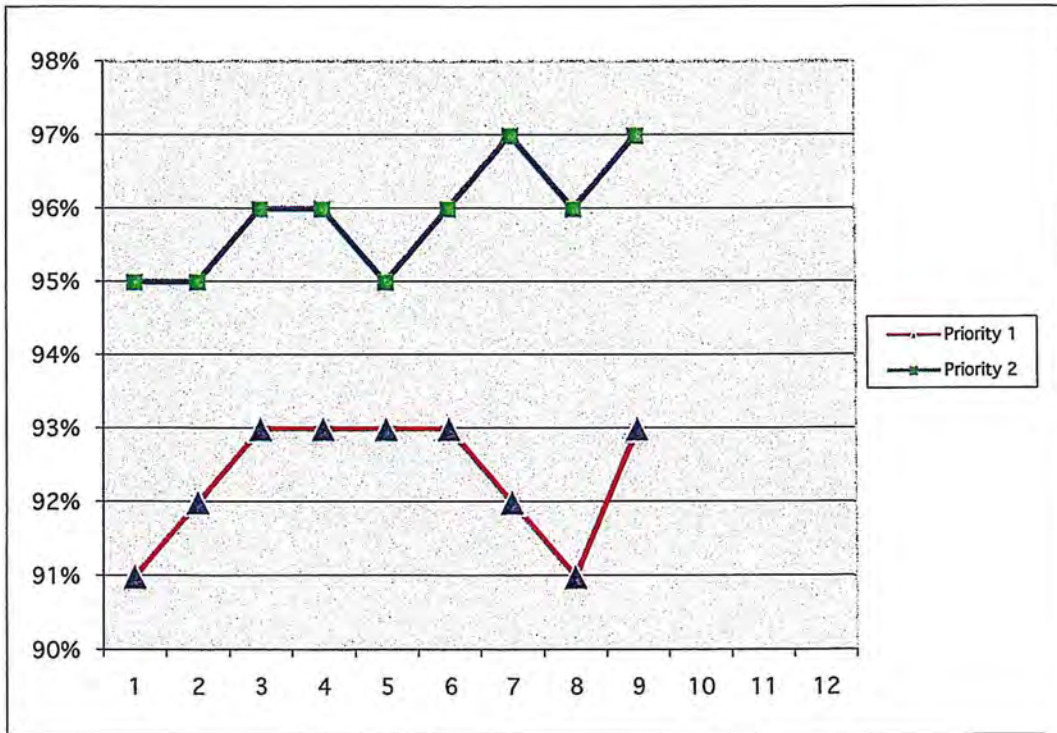
## **OPERATIONS REPORTS**

**FOR**

**MARCH 2012**

Fiscal 2012

Month	Avg. Response Time	Avg. Travel Time	Priority 1	Priority 2
Jul-11	6 mins. 14 secs.	4 mins. 58 secs.	91%	95%
Aug.	6 mins. 8 secs.	4 mins. 58 secs.	92%	95%
Sept.	6 mins. 0 secs.	4 mins. 51 secs.	93%	96%
Oct.	5 mins. 46 secs.	4 mins. 44 secs.	93%	96%
Nov.	5 mins. 44 secs.	4 mins. 41 secs.	93%	95%
Dec.	5 mins. 40 secs.	4 mins. 39 secs.	93%	96%
Jan. 12	5 mins. 49 secs.	4 mins. 51 secs.	92%	97%
Feb.	5 mins. 52 secs.	4 mins. 44 secs.	91%	96%
Mar.	5 mins. 53 secs.	4 mins. 51 secs.	93%	97%
Apr.				
May				
Jun-12				



Care Flight

Month	#Patients	Gross Sales	Avg. Bill	YTD Avg.
Jul-11	14	\$107,958	\$7,711	\$7,711
Aug.	18	\$124,011	\$6,889	\$7,249
Sept.	11	\$84,315	\$7,665	\$7,355
Oct.	10	\$78,523	\$7,852	\$7,449
Nov.	8	\$48,875	\$6,109	\$7,273
Dec.	10	\$68,529	\$6,853	\$7,214
Jan. 2012	8	\$50,377	\$6,297	\$7,121
Feb.	11	\$76,284	\$6,935	\$7,099
Mar.	7	\$45,124	\$6,446	\$7,052
Apr.			\$0	\$7,052
May			\$0	\$7,052
June			\$0	\$7,052
<b>Totals</b>	<b>97</b>	<b>\$683,996</b>	<b>\$7,052</b>	<b>\$7,052</b>

Adjusted Allowed Average Bill - \$7,098.00

REMSA Ground

Month	#Patients	Gross Sales	Avg. Bill	YTD Avg.
Jul-11	3142	\$3,105,565	\$988	\$988
Aug.	3235	\$3,191,785	\$987	\$988
Sept.	3135	\$3,171,136	\$1,012	\$995
Oct.	3064	\$3,079,888	\$1,005	\$998
Nov.	2954	\$2,965,724	\$1,004	\$999
Dec.	3020	\$3,061,272	\$1,014	\$1,001
Jan. 2012	3085	\$3,115,988	\$1,010	\$1,003
Feb.	3008	\$3,050,837	\$1,014	\$1,004
Mar.	3207	\$3,231,629	\$1,008	\$1,004
Apr.			\$0	\$1,004
May			\$0	\$1,004
June			\$0	\$1,004
<b>Totals</b>	<b>27850</b>	<b>\$27,973,824</b>	<b>\$1,004</b>	<b>\$1,004</b>

Allowed ground avg bill - \$1,002.00



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*Regional Emergency Medical Services Authority*

**CARE FLIGHT  
OPERATIONS REPORT  
FOR  
MARCH 2012**



**CARE FLIGHT OPERATIONS REPORT  
MARCH 2012  
WASHOE COUNTY**

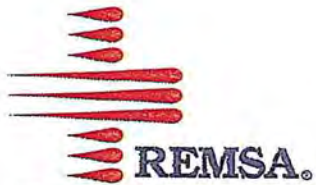
- ❖ **In Town Transfer:**
  - 1 Ground ITT was completed
- ❖ **Outreach, Education, & Marketing:**
  - 1 Community Education & Public Event

3/10/2012	Cold Springs Community Center Opening PR	Flight Staff
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❖ **Statistics**

**Washoe County Flights**

	# patients
Total Flights:	7
Total Patients	7
Expired on Scene	0
Refused Transport (AMA)	0
Scene Flights	6
Hospital Transports	1
Trauma	2
Medical	5
High Risk OB	0
Pediatrics	0
Newborn	0
Full Arrest	0
<b>Total</b>	<b>7</b>



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*Regional Emergency Medical Services Authority*

**REMSA**  
**GROUND OPERATIONS REPORT**  
**FOR**  
**MARCH 2012**



**GROUND AMBULANCE OPERATIONS REPORT**

**March 2011**

**1. OVERALL STATISTICS:**

Total Number Of System Responses	5239
Total Number Of Responses In Which No Transport Resulted	2045
Total Number Of System Transports	3194

**2. CALL CLASSIFICATION REPORT:**

Cardiopulmonary Arrests	2%
Medical	45%
OB	1%
Psychiatric/Behavioral	5%
Transfers	20%
Trauma	23%
Trauma – MVA	6%
Trauma – Non MVA	17%
Unknown/Other	4%
Total Number of System Responses	100%

**3. MEDICAL DIRECTOR'S REPORT:**

The Clinical Director reviewed:

- 100% Full Arrest Ground Charts
- 100% Pediatric ALS and BLS Ground Charts
- 100% All Ground Intubations

Review of the following patient care records (PCR) for accurate and complete documentation and appropriate use of protocol:

- 100% of cardiopulmonary arrests
- 100% of pediatric patients both ALS and BLS transport and non-transport patients
- 100% of advanced airways (outside cardiac arrests)
  - ETCO2 use in cardiac arrests and advanced airway
- 100% of Phase 6 Paramedic and EMT PCRs
- 100% Pain/Sedation Management
- Total of 2641 PCRs

All follow-up deemed necessary resulting from Communication CQI was completed by Chris Barton, EMD, Communications Education and CQI Coordinator

**4. EDUCATION AND TRAINING REPORT:**

**A. Public Education**

**Advanced Cardiac Life Support**

Date	Course Location	Students
3/20/12	EMS CES 911	1
3/21/12	Sierra Army Depot	5
3/27/12	Tahoe Pacific Hospital	2
3/20 - 21/12	REMSA	7
3/25/12	EMS CES 911	3
3/5 - 6/12	REMSA	15

**Advanced Cardiac Life Support Recert**

Date	Course Location	Students
2/16/12	EMS CES 911	2
3/5/12	EMS CES 911	3
3/7/12	John Mohler & CO.	9
3/11/12	EMS CES 911	1
3/12/12	SNCA	10
3/14/12	Eastern Plumas Health Care	2
3/15/12	Summit Medical Education	3
3/17/12	REMSA	5
3/18/12	EMS CES 911	1
3/19/12	Sierra Nevada Heart	5
3/24/12	EMS CES 911	1
3/28/12	EMS CES 911	6



3/29/12	REMSA	25
3/31/12	REMSA	4

**Advanced Cardiac Life Support Skills**

Date	Course Location	Students
2/24/12	Tahoe Pacific Hospital	1
3/23/12	REMSA	1

**Advanced Cardiac Life Support Prep**

Date	Course Location	Students
3/2/12	REMSA	2

**Advanced Cardiac Life Support Instructor**

Date	Course Location	Students
3/29/12	REMSA Education	10

**EMPACT**

Date	Course Location	Students
3/14 - 15/12	REMSA	4

**Health Care Provider CPR**

Date	Course Location	Students
12/2/11	Jennifer Kraushaar	1
2/8/12	Jennifer Kraushaar	6
2/18/12	Concentra - TX	6
2/25/12	Nye County Sheriffs Office	2
3/1/12	REMSA	9
3/2/12	Nye Co EMS	5
3/2/12	Great Basin College	1

3/3/12	Riggs Ambulance	5
3/3/12	Work of Heart	5
3/3/12	Work of Heart	1
3/5/12	REMSA	9
3/6/12	EMS CES 911	5
3/6/12	REMSA	7
3/7/12	Pahrump, NV	5
3/7/12	REMSA	7
3/8/12	West Hills Hospital	4
3/8/12	Eastern Plumas Health Care	8
3/8/12	McDermitt EMS	1
3/9/12	Kenny Cohen	10
3/9/12	Kenny Cohen	10
3/10/12	REMSA	10
3/11/12	Jennifer Kraushaar	9
3/13/12	Nye Co EMS	3
3/13/12	EMS CES 911	3
3/14/12	Jennifer Kraushaar	11
3/14/12	Willow Springs	9
3/14/12	McDermitt EMS	11
3/15/12	EMS CES 911	1
3/15/12	REMSA	10
3/16/12	EMS CES 911	19
3/16/12	Career College of Northern Nevada	4
3/20/12	Silver Lake VFD	1
3/20/12	REMSA	9

3/21/12	NorCal EMS	1
3/22/12	Regent Care Center	6
3/24/12	EMS CES 911	6
3/26/12	Nye Co EMS	4
3/27/12	EMS CES 911	1
3/28/12	EMS CES 911	12
3/28/12	Sierra Nevada Job Corps	11
3/30/12	Work of Heart	1
3/31/12	EMS CES 911	3

**Health Care Provider, Employee**

Date	Course Location	Students
3/1/12	REMSA	1
3/2/12	REMSA	1
3/2/12	REMSA	1
3/9/12	REMSA	1
3/17/12	Josh Duffy	1
3/23/12	REMSA	1
3/23/12	REMSA	1
3/29/12	REMSA	1

**Health Care Provider Recert**

Date	Course Location	Students
2/20/12	Regent Care Center	1
3/5/12	Nampa Fire Department	1
3/6/12	Reno Family Physicians	13
3/8/12	REMSA	9

3/9/12	Tahoe Forest Hospital	3
3/13/12	REMSA	9
3/13/12	Tahoe Forest Hospital	1
3/14/12	REMSA	1
3/14/12	Tahoe Forest Hospital	1
3/14/12	WCSD	2
3/17/12	REMSA	7
3/20/12	HAWC	10
3/20/12	Tahoe Forest Hospital	18
3/22/12	REMSA	5
3/22/12	Tahoe Forest Hospital	2
3/26/12	Melissa McDonald	1
3/27/12	REMSA	10
3/28/12	Tahoe Forest Hospital	8
3/28/12	Tahoe Forest Hospital	5
3/28/12	Matt Brown	2
3/29/12	Rosewood Rehab	5
3/30/12	HCP R	1
3/30/12	REMSA	10

### Health Care Provider Skills

Date	Course Location	Students
3/5/12	REMSA	1
3/8/12	REMSA	1
3/17/12	REMSA	1
3/20/12	Tahoe Pacific Hospital	4
3/23/12	Elko County School District	1

3/23/12	REMSA	1
3/26/12	REMSA	1
3/29/12	Riggs Ambulance	3
3/29/12	REMSA	2
3/30/12	REMSA	1
3/30/12	REMSA	1
3/30/12	REMSA	1
3/30/12	REMSA	1
3/30/12	REMSA	1
3/30/12	REMSA	1
3/30/12	REMSA	1
3/30/12	REMSA	1

**Heart Saver CPR/AED**

Date	Course Location	Students
1/26/12	Humboldt General Hospital	6
2/4/12	RAVE Family Foundation	3
2/24/12	Patagonia	4
2/29/12	REMSA	1
2/29/12	Reno Airport Fire	5
2/29/12	Reno Airport Fire	1
3/1/12	Alpine Meadows Ski Area	9
3/1/12	Humboldt General Hospital	4
3/2/12	Alpine Meadows Ski Area	8
3/3/12	WCSD	6
3/5/12	WCSD	5
3/8/12	WCSD	2

3/10/12	Ronald Oliver	1
3/12/12	WCSD	5
3/13/12	Lionel Sawyer & Collins	5
3/13/12	WCSD	3
3/13/12	Reno Airport Fire	2
3/13/12	Reno Airport Fire	2
3/14/12	EMS CES 911	1
3/14/12	REMSA	7
3/14/12	WCSD	6
3/15/12	WCSD	5
3/17/12	National Career Skills Institute	1
3/17/12	WCSD	3
3/18/12	Ronald Oliver	3
3/20/12	Fleur delis	4
3/20/12	Reno Airport Fire	9
3/20/12	WCSD	5
3/21/12	Beth Burwell	2
3/21/12	WCSD	2
3/22/12	WCSD	3
3/24/12	REMSA	8
3/24/12	WCSD	3
3/26/12	WCSD	6
3/27/12	Fleur delis	5
3/27/12	WCSD	7
3/27/12	WCSD	5
3/28/12	Ronald Oliver	2
3/28/12	WCSD	6

3/29/12	WCSD	5
3/29/12	Jeremy Michael	1

**Heart Saver CPR/First Aid**

Date	Course Location	Students
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**Heart Saver First Aid**

Date	Course Location	Students
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**Heart Saver Pediatric CPR/First Aid**

Date	Course Location	Students
1/12/12	Humboldt General Hospital	6
1/12/12	Humboldt General Hospital	4
1/19/12	Humboldt General Hospital	5
1/19/12	Humboldt General Hospital	5
1/26/12	Humboldt General Hospital	6
2/2/12	Humboldt General Hospital	7
2/15/12	NorCal EMS	12
2/15/12	NorCal EMS	11
2/24/12	Charles Sparke	9
2/24/12	Patagonia	4
2/25/12	Humboldt General Hospital	6
2/29/12	Sierra Nevada Job Corps	5
3/1/12	Community Living Options	3
3/2/12	NorCal EMS	9
3/2/12	NorCal EMS	8
3/2/12	Sierra Nevada Job Corps	7
3/2/12	Humboldt General Hospital	6
3/3/12	REMSA	10

3/6/12	Join Inc.	4
3/7/12	NorCal EMS	12
3/7/12	NorCal EMS	9
3/7/12	Humboldt General Hospital	4
3/9/12	Ralph Renteria	4
3/12/12	EMS CES 911	6
3/14/12	Work of Heart	16
3/16/12	NorCal EMS	10
3/16/12	NorCal EMS	10
3/17/12	Riggs Ambulance	6
3/17/12	REMSA	6
3/18/12	EMS CES 911	1
3/19/12	Community Living Options	1
3/19/12	Community Living Options	4
3/19/12	Sierra Nevada Job Corps	12
3/20/12	NDOC	13
3/20/12	Mark Bosco	5
3/20/12	Join Inc.	4
3/21/12	Beth Burwell	5
3/27/12	Maple Star	4
3/27/12	Community Living Options	1
3/28/12	NDOC	14
3/29/12	Broad Bent & Associates	10

### Pediatric Advanced Life Support

Date	Course Location	Students
3/14/12	Sierra Army Depot	4



3/23 - 24/12	REMSA	18
3/6 - 7/12	REMSA	6
3/14/12	Sierra Army Depot	4
3/23 - 24/12	REMSA	18
3/6 - 7/12	REMSA	6

**Pediatric Advanced Life Support Recert**

Date	Course Location	Students
2/16/12	EMS CES 911	3
3/13/12	EMS CES 911	2
3/15/12	Summit Medical Education	2
3/25/12	Summit Medical Education	1

**CE Courses**

Date	Course Location	Students
3/5/12	REMSA	6

**Ongoing Courses**

Date	Course Description / Location	Students
7/5/11	Paramedic Program	9
1/2/12	EMT Basic	24
1/3/12	EMT Basic Online	6
1/3/12	EMT/Paramedic	15

Total Students This Report	1192
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**5. COMMUNITY RELATIONS:**

**Community Outreach:**

**Point of Impact**

Date	Description	Attending
3/10/12	Child Safety Seat Checkpoint, Walgreens (Lemmon Valley) in Reno, 22 cars and 29 seats inspected.	13 Volunteers, 5 Staff

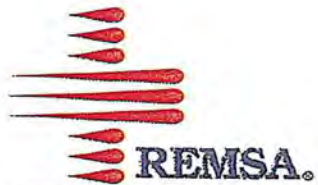
**Northern Nevada Fitting Station Project**

Date	Description	Attending
3/6/12	Renown Prepared Childbirth Class	14 Parents
3/21/12	St. Mary's Prepared Childbirth Class	26 Parents

**Safe Kids Washoe County**

Date	Description	Attending
3/1/12	Safe Kids USA Sports Injury Prevention Clinic Grant award, \$1,500.	
3/1/12	Safe Kids USA Sports Injury Prevention Game Grant, to be used during Safe Kids Week in April.	
3/1/12	Alliance to the Washoe County Medical Society grantee breakfast, Reno. The Cribs for Kids program was awarded a \$2,500 grant.	1 volunteer, 2 staff
3/1/12	Esther Bennett Safety Committee monthly meeting, Sun Valley.	7 volunteers, 1 staff
3/2/12	Washoe County Child Death Review Board bi-monthly meeting, Washoe County Social Services.	1 volunteer, 2 staff
3/2/12	Northern Nevada Immunization Coalition annual Silver Syringe Awards, Reno. Safe Kids Washoe County was an event sponsor.	4 volunteers, 2 staff
3/6/12	Join Together Northern Nevada Coalition meeting, Reno.	1 staff
3/7/12	Northern Nevada Immunization Coalition monthly meeting, Reno. J. Carlos Velazquez, MA, Vice President	2 interns, 2 staff

	of Community Engagement at HMA Associates, Inc. discussed the National Influenza Vaccination Disparities Partnership.	
3/7/12	Safe Kids USA Advisory Council monthly teleconference.	1 staff
3/7/12	Miguel Sepulveda Safety Committee meeting, Sparks.	4 volunteers, 1 staff
3/8/12	Chronic Disease Coalition quarterly meeting, Washoe County District Health Department.	1 staff
3/13/12	Mini Golf Tournament committee meeting, Sparks.	5 volunteers, 1 staff
3/13/12	Safe Kids monthly Coalition meeting, Sparks.	15 volunteers, 1 staff
3/14/12	Safe Kids USA Poison Prevention Week webinar.	1 intern, 1 staff
3/15/12	Safe Kids USA Sports Injury Prevention grant teleconference.	1 staff
3/15/12	Maternal Child Health Coalition of Northern Nevada monthly meeting, Reno. Dr. Slotnik spoke of Fetal Malformations and the New Genetics.	1 staff
3/15/12	Cribs for Kids Train the Trainer program with the Clark County Urban League, Las Vegas.	13 students, 1 staff
3/19/12	Cribs for Kids Train the Trainer program with the Lyon County Women, Infants and Children (WIC) Program, Silver Springs.	6 students, 1 intern, 1 staff
3/19/12	Strategic Scenario Planning with the Board of Directors and Officers, REMSA.	9 volunteers, 2 interns, 1 staff
3/20/12	Nevada Children's DataCenter focus group, Reno.	2 staff
3/21/12	Sports Injury Prevention Program committee meeting with REMSA Education.	1 intern, 2 staff
3/21/12	Safe Routes to Schools monthly partner meeting, Reno.	1 staff
3/21/12	Cribs for Kids SIDS? Not SIDS? program with United Health Care, Reno.	4 students, 1 staff
3/22/12	EMS for Children Town Hall teleconference on national hospital survey of emergency rooms and ability to care for pediatric patients.	1 volunteer
3/24/12	First Brain Awareness Institute of Nevada Walk For Thought, Sparks.	2 interns
3/29/12	RTC Youth Transportation Issues community meeting, Wooster High School.	1 staff



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*Regional Emergency Medical Services Authority*

**GROUND AMBULANCE AND CARE FLIGHT  
INQUIRIES  
FOR  
MARCH 2012**

**INQUIRIES**

**March 2011**

There were no inquiries in the month of March.



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*Regional Emergency Medical Services Authority*

**GROUND AMBULANCE  
CUSTOMER SERVICE  
FOR  
MARCH 2012**

## GROUND AMBULANCE CUSTOMER COMMENTS MARCH 2012

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
1	Very compassionate with the patient-thank you		
2	Everything	Nothing	
3	Quick arrival		
4	Quick response		
5	Claire (Billing Dept) has been extremely helpful.		
6			Thank you for everything. Mom has passed on: Thank you again.
7	The REMSA personnel were efficient and caring. They kept me calm in a situation that was very stressful for me.		I wish my hospital experience was as good.
8	Arrived within 10 min.		Very good.
9	Everything went well.	Nothing	
10	10/10! Very VERY good crew!	Wonderful REMSA crew 10/10!	AWESOME!!!!
11	Excellent		Thank you for taking care of Mom.
12	Everything! I had many injuries and all staff were extremely helpful, caring for me. The whole process was very professional.	I am so grateful for the care and attention I received.	
13	Everything		
14	You took care of me and took me to the hospital.	I don't know.	The lady that took care of me was very nice-thank you so much.
15		Return trip (my wife was not there to escort me)	
16	Everything - Thank you!!		
17			Good job
18	The crew was helpful and friendly, comforting.		Great service.
19	Best service and I have never had better attendants. New in town and they made my daughter feel very easy in a scary situation.	N/A	
20	Fast service, excellent service		
21	Everything.	Nothing I can think of.	Both paramedics were wonderful-they were dealing with a hysterical woman who was pulled out of her home during the Washoe Drive fire. With chest pains and trouble breathing, I was sure my house was gone. The sheriffs wouldn't even let me get a toothbrush and your crew was very kind and understanding yet very professional. And, I still have a house!
22	Prompt SVC	Pay both ways (from home and back)	
23	Polite, calm, Informative		
24			Very polite and organized.
25	You got me safely from the St. Mary's to Mental Health professionally with courtesy.	I don't know.	Thank you for your personal courtesy.
26			
27	The personnel were very professional and helpful. They gave my mom the best services.		The two gentlemen caring for my mom couldn't have done any better. Thanks!
28	Your concern for my father was greatly appreciated.		Dad (Richard) passed away on 1/30/12
29	Very	Same thing	
30	They were nice, kind, and helpful. They did not argue when I had to use unusual method of raising blood sugar, soaking mucus membranes of mouth with honey (due to another health problem).		Very nice.
31	All of the personnel involved in my mother's care were gentle, kind, and caring .	From top to bottom, all service was great.	My mother passed shortly after this service date 1/27/12 Thank you to everyone who was part of her final Journey! The paramedics were really awesome! I was so afraid I was going to die and they reassured me the entire time they were treating me. Thank you!
32	Helped to keep me calm because panicking only makes it harder for me to breathe.	Park closer to the elevator-we had to wheel an office chair through the building and the stairs.	
33		I communicated that I ABSOLUTELY could not afford transport. Did not want to ride in the ambulance. It was mandated I asked about billing and got NO information by the 4 people I asked. I can not pay I had a friend follow me to the destination in the middle of the night. Please help.	No information given about the bill. I need help. I am in deperate financial crisis as I divorced 2 months ago.
34	All was well	Nothing else.	
35	EVERYTHING A++	:) All is well	I'd like to thank everyone of them for the way they helped my husband.
36	Polite and confident. Put me at ease	Great job!	
37	Assurance and eased my pain. Quickness to call.		

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
38	Everything including getting there quickly. Very efficient in everything and very professional.	You are already the best-thank you so much.	The best!
39	Everyone was very professional, moved pt carefully and with purpose.		Thank you very much for your help.
40	Kept everyone calm and explained what was happening. You listened!		
41	Everything-very impressed with how well I was taken care of.		Explained what they were doing-very professional and competent.
42	Everything	?	
43	Very nice and helpful		
44	Very pleased, everyone was very kind.		
45	Excellent		
46	Initial response was very quick.		
47	Arrived immediately after calling 911.		
48	Paramedics were awesome. Took great care of me. Response time was great.		Everything (minus the circumstances) was great.
49	You kept us all calm and made my grandma feel comfortable.		
50	Everything! The EMTs were very thoughtful and caring and told me everything that was happening during a terrifying event (my husband had a medication caused seizure). He has totally recovered and has no ongoing problems.		Everyone was wonderful-thank you all.
51	They were caring and thoughtful.		
52	Regent Care Center had her transferred to Emergency after she suffered from a stroke.		
53	Everything-I can't tell you how well I was taken care of or show how much they made me feel better.		
54	Got me to the hospital safely.	The crew has been to my apartment quite a few times. Except for twice, all Emergency Doctors had me admitted for my problems. Now they treat me as more of a nuisance than anything else (not very compassionate).	
55	Everything - Thank you!!		
56			Excellent
57	Patient care	Didn't have a neg. experience	It was a difficult time thanks for making the experience more comforting.
58	You guys saved my 10 yr old daughter's life!! (Thank you by the way!!) From your ETA time to the time in the helicopter to the hospital all the quick thinking & skill saved her.	Let's hope I don't need to be served again.	I hoped for a miracle after the accident happened & your people helped deliver one, a walking, talking, texting miracle! (My daughter was in a horrific MVA & suffered MANY traumas. Worst of all of it traumatic brain injury & 3 skull fractures!! And thank God & all of you that she is still here) Thank all of u very well trained individuals for caring and doing what your doing. I takes special people. God bless u all.
59	Your staff explained what and why they were doing. I was made comfortable!	Keep up the good work and quick response.	
60	Everything		
61	Showed up really quick.		
62	They helped me and were very nice.	Nothing, they were very kind and helped me.	
63	Everything!		
64	They do always seem happy & do well by "sometimes" making me laugh to lower my BP & anxiety.	Lose the "assumptions" & stop giving us ur non Dr opinions as to my seizures & if you think they are fake.	When picking up pt it'd be easier on us if the emt did not comment on assuming my seizures are fake! (I know his name & spoke to our DA about that.)
65	Everything went well	Keep doing well.	
66	Promoted an atmosphere that was calm, supportive, reassuring, and thoroughly professional	Keep up the good work!	
67	Took very good care and sent to all need's		
68	The whole thing.		
69	Fast response.		
70	Prompt arrival-very helpful and considerate		
71	Everything. No complaints.		
72	Prompt and caring	Everything was fine	
73	Careful and made sure I was stable, very prompt	You did very well.	
74	Everything and everyone was exceptional in their job.	Never let this staff go.	Thank you thank you thank you
75	All was well done.		
76	Everything.		



	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
77	Calmed me down and eased my pain.		
78	Each member of the crew was very professional, personable and polite. They know they each possess is exceptional.	N/A	I want to really thank the crew for all their help. This community is very lucky to have such professional and caring EMS providers.
79	All facets were done well by the team .		
80	Each step was explained starting with dispatcher. Also, personal very friendly on ride to VA	They were already 100%	
81	Everything	Nothing	None
82	Your team was swift, professional, and reassuring! Thank you again.		
83	Everything was done with professional care.		
84	All.		
85			I was not aware of the ride or experience, sorry!
86	Crew member was very nice & talked to me to ensure my safety & well being. He always explained what he was doing & why he did it.	Putting the IV in my arm hurt like crazy and was uncomfortable the entire time.	Everyone was pleasant and polite; only the IV issue bothered me.
87	Prompt response. Saved my life. Obviously they did not hesitate with emergency treatment in transport. Also, REMSA staff & driver showed caring upon my arrival in ER and respiratory ICU.		You need to know your value & be acknowledged for your training & professionalism. I would like a copy of the 'report' of this. I especially would like to know what happened (intervention) in the ambulance while in transport. (I had stopped breathing)
88	Very informative, profession and curious and caring.		
89	Responded to urgent care and transported me to Emergency Room at St. Mary's	They are pros-you guys are awesome	
90	Hard to tell, only took me across the street.		Seemed very professional
91	Very prompt and fast service.		
92	Everything	It was excellent.	
93	Don't remember anything,		
94	Communicate was extremely great. When you talk to the patient that makes everything better. They were very kind and gentle. Helpful to my family.	They did the best ever, please give them more compliments especially from the Bonner family.	They were excellent, tell them not to change.
95	Everything went well.	Keep up the good work and thank you!	It was my daughter's first ride, they were very kind considering how afraid she was.
96	Timely matter was fast.	Nothing more.	
97	The crew and arrived at the accident site and handled everything professionally.		Everything was handled properly.
98	Made sure spouse could get to hospital		
99	It was all good!!	Not a thing.	
100	Reacted professionally	Fine as is	
101	Friendly and efficient		
102	Knowing what was wrong immediately! They said my femur bone was broken!	Can't think of a thing.	Everyone did as much as they could.
103	The dispatcher stayed on the line and kept asking me questions about my wife and kept me informed of arrival time.	The response was fast, the personnel were courteous and professional. I don't think anyone could have done better.	My wife has since passed away, but I thank your team for giving us a fighting chance.
104	Everything		
105	Everything was done well I needed.	Service was excellent.	
106	Everything.		
107	Your EMTs are amazing.	Give your EMTs a raise. You don't pay them enough!	
108	Very good		
109	Extremely sympathetic and consoling.	Could not be better.	
110	Made sure I had what I needed before we left the house		
111	Everything-your professional staff saved my life. Thank you.	Nothing at this time .	Thank you again.
112	Careful attention to my needs	nothing.	
113	EMT's were professional and thorough.		Haven't received a bill.
114	Did very well.	Don't know.	You guys are angels. God bless you guys.
115	Made the patient (wife) feel at ease though suffering pain.	Just more of the great service.	
116	Great communication-very helpful in making me feel comfortable.		
117	Everything	I don't know	Outstanding
118	They were very polite and caring.		EMS is always very polite and helpful. Thank God for them.
119	Everything.		

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
120	Everything	Nothing everything was great	The service that I get is the best continue that.
121	Communicated well and showed concern		
122	Prompt response and professional care	I cannot think of anything.	
123	Everyone very helpful.	Everything was good.	
124	All went well.	Can't think of anything.	
125	The young lady was especially comforting, informative, and kind, while remaining professional and attentive.	Even though I am a senior, please so not talk down to me or be condesending. We are not children! One of your paramedics was VERY tired and kept repeating himself & he did mention at the hosp that he had worked an overtime shift. This is not good when attention to life and death matters could be at hand.	
126	Everything	It went well. Don't know.	Completely satisfied. Very happy.
127	They were very gentle and caring for my mom who is 86 years old, she understood everything they told her, they were doing.	Keep up the good care toward older people and others, need more caring people to make our people feel all around comfortable.	Great job. Girls and guy always happy faces and a lot of concern.
128	The EMT was very helpful and calmed me because I didn't know what was happening with me.	Everyone was very helpful	
129	The REMSA crew was awesome! Very polie, professional and kept me calm		
130	Everything		
131	Very speedy in responce time by paramedics.	Paramedic made me feel a little guilty by reminding me how often they have come.	Very good overall.
132	Very caring, very helpful in explaining, what they were doing or were going to do to me or with me.	I can't think of anything else.	
133	Provided support and information. VERY satisfied with your staff. THANK YOU!!		
134	Got to Northern Nev Hosp-in good time		
135	Very professional and gave me needed fluids and anti-nausea so that I was feeling better quickly.	I had my insurance card and they did not file the bill using my insurance information.	I felt the care was well worth the cost. They were the best medical care I received that night.
136	Made me feel comfortable and feel like I was in good hands.	Nothing as far as I know.	
137	Very helpful. Thank you!		
138	Thank you for all your help and patience.		
139	Kind attention to my needs		
140	Everything	Its fine the way it is.	
141	I had a seizure so I was out of it. I know they got me to Renown ok		I have senior care plus IMS, my other trip in July cost \$96.27 DPR.
142	Very gentle.		Very good and prompt
143	Very well! Thank you!		
144	Everything!		Our community is so fortunate to have such dedicated caring people doing their job and doing it well. Thanks to all of you.
145	You saved my life!		I would like yearly membership in REMSA. Please send me application.
146	Took time to explain what they were gonna do and took their tie with me with patience and good care.	Not a thing they were awesome, caring, young professional people	It was all good, they were good.
147	Courteous		
148	Service was excellent!		
149	Everything.		
150	Very personable and professional	I think you do a job of goodness	
151	Your staff on the crew has been exceptional! They listen, make good decisions, and were straight forward with me.		
152	I was well taken care of. All work togeter. One would help the other when needed.	Keep up good work.	
153	Took excellent care of my husband.		
154	Everything! My husband was in great paind and the REMSA people were great. He passes away at home 2-16 and again your guys were kind, caring and just wonderful.		Thanks so much! Praise to all!
155	Everything.		
156	Kept me calm during the flight and ground transport	Not a thing.	

What Did We Do Well?		What Can We Do To Serve You Better	Description / Comments
157	They were very polite and laughed at ay jokes, I thought the lady that laughed so hard was going to piss in her panties.	I rate them ten and a half on a scale to 10.	My slogan, if you want to be alive on the 6th don't drink a fifth of whiskey on the 4th of July. I sent my slogan to the Mothers Against Drunk Drivers, if they put my slogan on a poster it may save your life, more important, it may save my life. It's nice to be important but more important to be nice. A liar has to have a good memory. A friend in need is a friend indeed.
158	Ministered to me.	Nothing, it was good.	
159			This is the second time Remsa has helped is and both times outstanding
160	Excellent	Keep up the excellent service.	Excellent, well done service.
161		Charge less.	Fess are outrageous!!!
162	Very helpful determining the best place to take her		
163	Friendly, reassuring, explained what they were doing.	No complaints	Very good service.
164	Provided professional support, comfortable, and professional transport! Communicated with family well.	Nothing.	
165	took care of me.		
166	They put me on a backboard & loaded me sideways in elevator. They hit my head against elevator 3 x's. I was also restrained in a full neck brace, EMT said "this bitch is fat, I'm retiring after this trip!"	It was the worst trip I've ever experienced w/REMSA. You can't, I'll walk or take a cab!	
167	Very well		Service is professional and diligent
168	Put me at ease from the time they arrived. Cared	They were great-could not have done better.	Great!
169	Let me get my bathrobe and slippers before we left.		Nice work by the team.
170	I felt very comfortable, secure, and in good hands at all times.		
171	Veyr prompt, efficient, caring	You did great	So wonderful to have you close by and respond so quickly and knowledgeable
172	Came very prompt.	Just continue as before. You were great.	Very good.
173	Made me feel secure and comfortable	Hire more guys like my medic!	
174	All	Just keep doing what you are doing.	
175	Prompt, efficient service-attendants courteous and paid attention to details like my comfort.	No comment	
176			Thank you for being there.
177	Everything	Can't think of a thing	The personnel were perfect in every way
178	Punctual, polite, knowledgable	Stay in business!	
179	We would hike to thank all the REMSA crew who came to our house, and helped us in some difficult situations. You are the professionals, friendly, and most helpful.		
180	They didn't drop me. They did everything very professionally.	Nothing/ I am retired police.	
181	I think that the crew on the ambulance were the working hands of God! We can't thank you all enough		Keep up the good work
182	Prompt, courteous, provided necessary WRO	n/a	
183	You did well. Thank you so much	You all serve us so well. I really appreciate you doing a great job.	
184	Very well, I was treated with respect and courtsey.		
185	All was ok		
186	I must say, your team sees people at their worst most times. Both EMTs were super nice & very calming.		I felt bad that they had trouble finding a vein for the IV. I offered my hand & they used the smallest needle they could find. I was also worried about my heart because I was so sick and they reassured me that my heart was fine. This reduced the stress I felt greatly. Thank so much.
187	Everything		Thank you so much.
188	Communication with husband.		
189			They were very professional and reassuring. My husbands ID was misplaced and they searched for it. Fortunately it was found in his belongings at the hospital. I did call and tell them it had been found. You have good and helpful people.
190	Everything was excellent and courteous		
191	Arrived quickly and were very professional. You saved my husbands life.		First rate service both REMSA and fire Dept.
192	All services were great. You guys do a great job for us every year. Thank you!		
193	My son felt safe and secure during transport. The staff communicated with him well to set him at ease.		The REMSA staff made a terrifying situation for a teenager manageable and as comfortable as possible.

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
194	Excellent job on entire problem.	Everything was perfect.	Everyone was very kind and considerate.
195	Arrived quickly, acted efficiently.		
196	They guys were very nice and professional.		
197	Got me to Reno as soon as possible and the hospital there.	I don't see how you could perform any better.	It was great!
198	Everything.		
199	Moved into action quickly and kept me informed.	It was pretty goo.	Very good.
200	Everything	None	Wonderful
201	Nice crew	nothing	n/a
202	Arrived in a timely manner. I think you did very well.		
203	Everything		You have a very good crew
204	Helpful, polite, explained they are in my home to help. explained they knew I could not speak but they were there to help me with my stroke		fantasticaly great
205	They let me ride in the ambulance to the hospital, which was a great comfort to my mom!		Very professional and caring crew.
206	Very kind and considerate		
207	Got my child out of pain		
208	The personnel were very helpful to me.	I don't know, because you were great to me.	
209	Kept me calm and collected my purse from my car.		They are great and quick. Thank you.
210	They were very nice and polite		Very fast and professional
211	Staff was professional	Nothing now	Service was good.
212	Everything	Just keep doing the good job that you always do	
213			All ok
214	I was very satisfied with the REMSA service. Thanks for the good care.		The fire dept was here for about 5 seconds. Is this really necessary?
215	Response time in five minutes. Watching symptoms and diabetes	Work with me with muscular dystrophy- I have a rare type	Very satisfied in all areas
216	Helped me in need-took very good care of my needs-very professional	Nothing	Very professional-great staff-thumbs up
217	Everything very professional	Don't change a thing.	Great
218	Very well.		
219	Everything		Your crew is kind, considerate and knowledgeable.
220	Everything	No improvement necessary	
221	Diagnosed and took very good care of me, very professional.	Nothing, you are terrific.	
222	They were very professional, very friendly they made sure I was taken care of		
223	Relayed info to docs in ER	Nothing!	
224	Attendant made patient comfortable until we arrived at ER	Keep up the good work.	
225	Everything	Nothing	
226	Everything	Nothing	
227	The guys in the ambulance were very nice. Fire dpt/ REMSA arrived quick	No	
228	Very polite		
229	Everything		
230	Excellent attention.		
231	Everything		
232	Everything was fine.		
233	Everyone was great		The service provided by the staff was great and courteous.
234	Your service is excellant and the crew are so helpful.		
235	Everything-great		
236	Everything	You did great	Thank you and yours
237	Everything.		Give me information on how to get help with this bill. I'm disabled. Accident happened on the RTC bus system.
238	Everything was done well and professional.		
239	Do not know names of the two men but they helped me so much to feel calmer when I was so stressed.		Professional, caring, and knowledgeable

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
240	Everything-I was so sick and got to emergency with a fever of 102 and without REMSA's help. I don't know what would have happened to me. The boys were excellent, they took good care of me the best. I recommend them highly.		The crew that I had was terrific. Commendations should be given to them.
241	Everything	Continue your good work	I was very pleased with your staff. Be proud of them
242	Got me to the hospital right away	Try to put the IV in my arm the right way without poking me	
243	Great!		
244	Remsa at my daughter's house within ten minutes. Very professional and helpful at the hospital.		
245	The EMTs were fantastic at keeping my son calm and providing appropriate medical care.	It's all good	
246	Very kind and respectful.		
247	Everything-from start to finish at Renown	Your service was by far superior to the ER at Renown	I couldn't want better attention and/or care
248	Arrived quickly.		Thank your team for me. The team that was here was quick and reassuring.
249	Everything	I don't know	Good service.
250	Took good care of me and made sure I was comfortable and they were helpful		Above excellent service
251	Everyone was very helpful and wonderful		
252	You were there when we needed help.	Keep up the good work.	
253	Fast service, made us feel safe.	You are doing a great service to people.	
254	Helped me breath.		You helped me excelently
255	Crew took time with my husband as he was totally disoriented and having trouble identifying his surroundings.		
256	Everything	nothing	
257	Everything was perfect	Nothing	
258	Courteous, kept me calm		
259	Everything		Your service was very good.
260	The REMSA personnel explained the change of hospital from the VA to Renown clearly and patiently for me.		You are GREAT!!
261	No complaints about the the service or personnel		
262	Very helpful. Helped my husband-showed him where to go.	I don't think anything.	
263	Everything		
264	Everything was top shelf.	What you are doing currently is great.	Your services are greatly appreciated.
265	Everyone was very good		
266	Very efficient taking over from South Meadows ER staff	Service fine as is.	
267	Everything		Excellent care
268	You helped my mom and you cared-she died 3/6/12 at atria after being on Vista Hospice Care	She gave up and wanted to go.	
269	Service most satisfying		Thank you again for your prompt, kind, and experienced help
270	Everything! The three paramedics were very gentle and caring and friendly.	They were very professional with the equipment. They made an unpleasant and frightening experience bearable.	
271	Everything.	Nothing.	
272	Very professional-Donald was impressed		
273	Friendly professional		
274	The medics were kind, courteous, professional, and efficient. Thank them for me.		
275	Cared	None	
276	Great job getting me to the hospital		general comments-all were professional
277	Care and compassion		
278	Prompt service		
279	Getting me to the ER quickly and professionally.		Care was excellent. Thank you.
280	Everything		
281	Speed of arrival		
282	Got me to the hospital in a timely manner.		
283	The confidence of the team was calming.	Just keep up the good work.	
284	Everything from start to finish		
285	Everything was perfect	You did great	

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
286	Got here very quick, they were great.	I don't know	My granddaughter said she never saw such great workers and fast. She works for a doctor too.
287	Great service.		
288	Everything! What GREAT people!	Nothing!	
289	Very caring and kept me comfortable, also came and saw me in the hospital	Nothing	
290	paramedics were outstanding and very impressive		
291	Everything.		
292	Promptness, explain where headed	Nothing	Excellent-took me to sterile bed at Emergency
293	Everything. Very, very professional and caring.		
294	You did well, great, fantastic, etc.	I'm very grateful to you guys.	Many thanks
295	Everything	Nothing	
296	Arrived quickly, lifted my husband onto the stretcher, they were very kind.	They tried to start an IV while the vehicle was moving even though he told them his veins were impossible.	
297	excellent medics!	did excellent job - THANK YOU!	
298	Everything		
299	All personell were so kind, courteous, and helpful.		
300	Took excellent care of me at home and to hospital in a snow storm		
301	Picked me up asap	Nothing	
302	Everything	Keep up the good work	
303	Made transfer from home to hospital easy.		Very good.
304	Great ambulance personnel.		
305	Nearly everything	One stick for intravenous fluids would have been beter than three.	
306	Everything	Nothing, everything was perfect	I couldn't have gotten better service. Thank you.
307	Fast response. Very helpfull to me		I am so thankfull to everyone!
308	Everything was very good.		Thank you.
309	Everything.		No comment.
310	Got me to the ER quickly.		
311	Respectful to my husband even though he was very intoxicated.		
312	EMTs were kind, unfortunate, and professional.		
313	Your crew was excellent. I felt like I was in good hands. Very professional and courteous	Keep up the good work.	
314	Excellent!	Not a thing-everyone was great	All excellent
315	On time and comfortable	Everything was fine	REMSA was fine.
316	Everything	Not a thing	The best
317	All		
318		Service was outstanding.	
319	Helped reduce anixety about the fight.		
320	Everything! The team was fantastic.	You did it all, a mystical experience.	
321	Dispatcher Excellent!		
323	Nice job! Thank you		
324	Being patient with accessing the house	You were great	
325	Everything. You do your jobs very well.		Great job
326	Total care and speedy transport to the hospital	Nothing	
327	Everything		Have your people keep up the light hardedness when applicable. It really helps.
328	Responded timely and transport to hospital was timely.		
329	Well trained-polite		
330	Everything	Can't thing of anything	We have used your services before, and will continue to if the need arises.
331	Everything	All service was excellent	No complaints
332	Communicate.		
333	Everything.	Nothing.	
334	You cared!	Continue the kindness.	
335	Starting a line, checking vita;s		

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
336	Asked me which hospital I wanted to be transported to. Everyone introduced themselves. Told me what was going to happen before they did anything.		
337	Very polite	NA	Good job
338	You took good care of me.	You did very good work.	I want to say what a great service I receive from you.
339	Very professional and very caring.	Just keep doing the same.	Thank you.
340	There on time and professional		The situation was very immedate and they tried to do anything to make me more comfortable-I have you.
341	Spoke calmly w/ assurance that they were here to take of me and to see that he arrived at the hospital in timely manner.		
342	Took good care of me, even though I was frustrated with the incident	Vary the questions asked	I understand why all the same questions were asked, but in that moment I was very frustrated in answering them because of the agony I was in.
343	You were very prompt and took care of me very well.	Nothing.	Very well pleased with my experience with you.
344	The men took excellent care of me. I'm pleased with the care and won't hesitate to call you again if needed.		
345	prompt arrival		
346	Everything		Really fast arriving
347	They did everything perfectly.	You did everything.	
348	The EMTs were very comforting.	A little more info maybe.	
349	Made me comfortable and got me to the hospital	Nothing	
350	Excellent	I cannot think of anything - the care was supurb.	
351	Got her from her to there safely and timely		
352	When they picked up my husband in Battle Mountain, they were very gentle with him, very kind, and caring.	Everything was wonderful, they helped save his life.	
353	They were professional, caring, and attentive	Nothing	
354	They got my husband wheelchair to hospital for me with no problems		
355	Everything did good.	You did good, keep it up	Thank you all a lot, you were all so kind to me.
356	Back problems	Okay for now	
357	exelent		keep up the good work
358	punctual and caring		
359	They were fast and gentle. I have seizure and a bad back.		All above-thank you.
360	Time of arrival: Care given when we at hospital was outstanding.		
361	Everything	Nothing.	
362	Everything	Nothing	
363	saved my life	do what you do now.	
364	The onsite crew were wonderful. They were kind, caring and calm.	You were wonderful	We have not dealt with the billing staff.
365	The female EMT was very caring and patient with me.		
366	Made transport easy	Everything was okay.	
367	Everything	Everything was well done.	I felt comforted when they arrived. They explained everything.
368	everything was excellent		
369	Super helpful! Paramedics extremely caring!!		
370	Patient, considerate, helpful		
371	Everything	Nothing	
372	Your crew was very friendly and explain things that they were doing and why it was necessary.		
373	Very kind, knowledgeable. This was my second trip within a week.	Thank you.	
374	Everything!	nothing.	
375	Everyone was nice. Everyone took care of me.		
376	all the above		service was professional!
377	Everything	Tell me to take clothes.	
378	Take him to the VA hospital		Service was excellent.
379	everything		The team was wonderful, informative, and simpathetic. Extremely helpful.
380	Very polite and careful with moving me arrived very very quickly.	Nothing.	
381	you did it all well.		

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
382	Extremely caring and compassionate to both myself and my husband (now deceased). Both young men were very professional but with a human touch. Much appreciated. Thank you so much.		
383	Very well and very caring.	Keep up the good work.	
384	I was in a lot of pain abd anxious, they were gentle and reassuring to me and one or the other talked softly to me all the way to the hospital and until I was turned out to the hospital staff.		
385	You saved me.		
386	My husband didn't want to go. They made him understand that it was best for him to go to the hospital.		The dispatcher stayed on the line until the ambulance arrived.
387	Very satisfied with all aspects of my experience with REMSA. Staff were efficient, thorough, and very helpful.		
388	Yes, well done.		
389	I was really embarrassed, but the gentlemen were great	I don't know.	I felt comfortable and informed by the paramedics.
390	Everything they provide was excellent.		
391	Time-always	It's good	Good!
392	Your staff was very considerate to me-the patient		
393	Everything was very pleasant and professional.		
394		Do something about the cost. I am in no financial position to pay. I have no insurance.	
395	All you could to make me less nervous and scared - Good job! Thank you!		
396		Everything excellent.	
397	I immediately felt I was in good hands. Each medic listened intently to the Dr. and repeated it to me later		Personel care was very attentive. So many thanks.
398	All of it	nothing.	
399	Good with my 86 year old mom.		
400	Everything		
401	Everything!		All personnel was above and beyond. I couldn't have asked for better attention.
402	good service		
403	Everything! You calmed me a lot.		
404	Everything. They were great.		
405	Yes, thank you very much.		
406	Everything		
407	everything	nothing	Thank you for your great service.
408	Your time, knowledge, and staff were great	you did fine	
409	Everything		
410	They were calming and got right to work.	They were excellent!	Thank you very much, everyone was extremely helpful.
411	Everything!	nothing.	
412	Great care and transport.		Thank you!
413	Everthing done well	Your personnel are efficient, kind and very professional.	Thank you so much!
414	All the above	Deliver all the above to other patients as you did me.	n/a
415	Everything.		
416	Arrived quickly, very polite, caring, did their job well, and made me feel comfortable.		Excelent service and would recomend it to others.
417		Just keep doing what you're doing. It's great!	
418	Very prompt and quick to answer questions that were asked		
419	yes	you did great	
420	You guys did very well communication was outstanding	Nothing in my eyes	The 2 REMSA employees were awesome, very friendly, helpful and ready to do work! If an event is required again, I will defitnatly ask for the same 2 guys again.
421	everything.		
422	fast response		helpful
423	I was very please with the response, personnel and the handling of the whole situation.	No complaints and no suggestions.	
424	everything was exlent		
425	everything	nothing	



	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
426	Everything was done in a timely, professional manner. Your EMT's were knowledgeable and proficient.	Pray I don't get sick again.	Excellent.
427	Excellent	Nothing	Thank you for the help
428	Saved my life!	No idea	
429	Professional service.	Keep it up.	
430	As always, your crew did everything well.		
431		Insert IV before moving vehicle.	
432	everything	the 2 member crew were thoughtful, helpful, and polite	
433	everything	nothing	
434	all		everything went very well, thank you.
435	Everything, your personnel made my husband feel safe the moment they arrived, my self included		Fast response.
436	Excellent and creative set up for oxygen because my mother would pull mask off face		Very thoughtful, helpful, professional, knowledgeable, efficient. Thanks gentlemen!
437	Everything. Gentle, calm, informative.		The woman who administered the IV was wonderful-please thank all of the crew for me.
438		Everything was done just fine.	The care and service was what I would expect from anyone taking care of me.
439	Everything		
440	I have anxieties besides being sick. I was put at ease and I felt safe. Then I could answer them.	Just continue the wonderful service.	They have always treated me with such care and appreciated this.
441	IV line started fast with first attempt. Very good and professional team. Thanks.	Maybe to drive faster and keep the lights off inside with you don't need it, people outside could see me, felt uncomfortable.	Fast arriving to my house and fast admission to ER. Thanks.
442	Comforting and efficient	Service was excellent	Excellent care.
443	Got me to the other hospital	You did a great job	None
444	The staff/medical personnel were professional, knowledgeable, and very calm which was incredibly helpful to me.	Nothing. Thank you! They were great!	
445	Very professional and calming.		
446	Each person worked in harmony with each other-very calm and informative. Thank you all.		
447	Very friendly drivers, they were the best! They were very kind to my husband and to me.	Nothing! You were perfect.	
448	Everything	Super	
449	Got to me fast	Everything was great	
450	Arrived in a timely manner.		
451	IV, 1st try!		This was my first experience in an ambulance, I felt I had excellent service.
452	Friendly and Knowledgeable	nothing	



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*Regional Emergency Medical Services Authority*

**CARE FLIGHT  
CUSTOMER SERVICE  
FOR  
MARCH 2012**



## CARE FLIGHT CUSTOMER COMMENTS MARCH 2012

	What Did We Do Well	What Can We Do To Serve You Better	Description / Comments
1	Made sure my son was not scared even though he was sick he enjoyed the ride.	We were served just well	
2	Kept me at ease and communicated everything very well so that I could understand it.	Communicate to family.	I wanted to personally thank the staff on this flight for taking such good, no ..... "exceptional" care of my husband. In a crisis situation it is difficult to find comfort and you provided that to my husband and me. I knew that once he was on your helicopter he was going to be okay. From the bottom of my heart..... Thank you!
3		The helicopter was 25 minutes away. We left for Reno before it got to the hospital. She died of a stroke two days later.	We don't know what happen in flight.
4	Everything!!	Nothing, you were great!	Terrific!!!
5	Everything, You were absolutely great.	Nothing, just keep on being friendly and helpful.	
6	I don't remember much of the flight.	Both attendants made me feel safe and secure.	
7	I apologize, I do not remember the name of the gentleman that helped me in the helicopter. He held my head while I was going through my anxiety attacks. Thank him please.	Everyone was very nice to me.	I was very scared and this gentleman helped me through it. He was very caring and I really appreciate it. Bill Landon, Ken Goodreau, Chris Cattell were staff on this call.
8	Informed me of what to expect. Nurse and medic helped me with comfort and information which eased my mind.	You are exceptional!	
9	Your staff was very professional and caring.		
10	Keeping calm. Thank you guys so much.		
11	Got me there in timely manner, thank you.		
12	Helpful, fast, efficient		
13	Explaining the entire process, what, when and why.		The personnel were very professional and helpful.
14	You saved my ex-husbands life!		
15	Everything was very well explained and all questions answered.		



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*Regional Emergency Medical Services Authority*

**REMSA**  
**PUBLIC RELATIONS REPORT**  
**FOR**  
**MARCH 2012**

## PUBLIC RELATIONS

March 2012

ACTIVITY	RESULTS
Continued collecting information for community benefit report.	Community benefit report will be released in late February or early March.
Pitched the Reno Gazette Journal and the American Red Cross to get a story in the Real Heroes program and Reno Gazette Journal regarding REMSA.	The program will be sent in March.
Wrote and distributed Good News piece regarding Cribs 4 Kids program for the Reno Gazette Journal.	Story ran in the March 10 and 11 issue of the <b>Reno Gazette Journal</b> .
Wrote and distributed press release regarding poison prevention week.	The story ran on Channel 2 on 3/20 newscast
Worked with JW Hodge in a media event regarding REMSA's AED donation to the Nevada Children's Discovery Museum.	Media event will take place in April.

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# GOOD NEWS

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Celebrating successes, achievements and things that go right in Northern Nevada

## GOOD NEWS GUY

**KEEPING KIDS SAFE:** Safe Kids Washoe County recently received a \$2,500 grant from the Alliance with the Washoe County Medical Society for its Cribs for Kids program.

Cribs for Kids is a safe-sleep education program for families to reduce the risk of Sudden Infant Death Syndrome.

The program will also provide cribs to families who cannot otherwise afford a safe place for their babies to sleep. Cribs for Kids reaches families in high-risk, low-income and underserved neighborhoods.

# VOICES

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Opinion editor

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**WINNERS: THE EFFORTS OF THE FOLLOWING INDIVIDUALS AND ORGANIZATIONS HAVE EARNED MENTION AS WINNERS THIS WEEK.**

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## Alliance grants \$2,500 to Cribs for Kids program

The Alliance with the Washoe County Medical Society, for a \$2,500 grant to Safe Kids Washoe County for its Cribs for Kids, a safe-sleep education program for families to reduce the risk of death of infants due to SIDS and unsafe sleep environments. The program also will provide cribs to families that cannot otherwise afford a safe place for their babies to sleep.

Spring 2012

# FOOD BANK OF NORTHERN NEVADA Food Source

A quarterly publication from The Food Bank of Northern Nevada

[www.fbnn.org](http://www.fbnn.org)

## Events Galore Fill End of Year Calendar

A great deal of the support provided to the Food Bank comes from local businesses, organizations and individuals. The last quarter of 2011 was a perfect example! The Susan G. Komen Race for the Cure organizers invited the Food Bank to be a part of their



successful event with a food drive. The annual CROP Walk donated a portion of all proceeds to the Food Bank and other local organizations. Food drives were held in many locations and some unique approaches were taken to inspire donations. Circus Circus provided a gaming "tournament" for their employees with food donations as the entry fee. Unilever and Scolari's sponsored a "Pack-A-Truck" event, Comm Row held two concerts in their Cargo Night club with a \$5 or 5 can admission. Our good friends in the Reno Blues Society made the Food Bank part of their annual MASH Bash concert. Harrah's and The Bandit offered discount admission to the Motown Revue with a food donation, The Summit added a food drive to their tree lighting event and our long time partners at Safeway sold special Food Bank bags in late November.

The holidays were made brighter by friends old and new. Our supporters at 775 Gastropub and BJ's Restaurant and Brewhouse hosted our Holiday Food Drive Kickoff events where over 50 barrels and boxes were handed out thus saving the Food Bank thousands of dollars in delivery cost which provided more funds for food. The members of National Association of Catering Executives (NACE) dedicated the proceeds from the November meeting to the Food Bank. Colin Smith's gourmet dinner attracted a large and appreciative audience who generously supported the Food Bank. The Unified Grocer's Food Show was a bounty for our depleted reserves. We collected nearly 24,000 pounds of product which helped carry us until holiday food drive donations began to fill the warehouse.



# Thank you! Every Donation

*helps to feed the hungry in OUR COMMUNITY!*

## Foundations/Grants

*The following significant monetary contributions were received from September to December 2011*

General Motors Foundation  
Save Mart CARES  
John & Christine  
Worthington Fund for the  
Fuzell-Casey Challenge  
Initiative  
Dermody Properties  
Foundation  
MGM Resorts Foundation  
E.L. Cord Foundation  
Conrad N. Hilton Foundation  
The Dorothy Towne  
Foundation  
The Crystal Family  
Foundation  
The Sandra A. Daugherty  
Foundation  
Edelmann Family  
Foundation  
Dean and Gloria Smith  
Foundation Inc.  
Umpqua Bank  
Tom & Mary Gallagher  
Foundation  
Gilbert Family Foundation,  
Inc.  
Earl & Elizabeth Ash  
Foundation  
Mabel T. Hage Memorial  
Fund  
Hart Family Foundation, Inc.  
Saint Mary's Mission  
Outreach - Dignity Health  
The Kennedy Foundation  
The Thelma B. and Thomas  
P. Hart Foundation  
The Leonette Foundation  
Washoe Pines Foundation  
Terry Lee Wells Foundation  
Walmart Foundation  
Camille Mouchawar  
Foundation  
Harvey & Leslie Wagner  
Foundation  
Ronald L. Olson Foundation

NEWT Christian Fund on  
behalf of Howard Yamada  
Anonymous  
The Jack Van Sickle  
Foundation  
The Windhover Foundation  
Sanderson Family  
Foundation  
Phil & Jennifer Satre Family  
Charitable Fund  
Monroe-Schuler Foundation  
The North Star Foundation,  
Inc.  
SHARE OUR STRENGTH  
The Nell J. Redfield  
Foundation  
Charles H. Stout Foundation  
Robert Z. Hawkins  
Foundation  
Donald W. Reynolds  
Foundation  
Sam D. Young Family  
Foundation

## Businesses

A-1 Radiator Repair  
Abbi Public Relations, Inc.  
Almanor Investment  
Properties  
Amazon.com  
Argonaut Gold USA Corp  
Associated  
Anesthesiologists of Reno  
Autium Thunder Inc.  
AutoFocus, Inc.  
BeavEx, Inc.  
BoDawgs LLC  
Brierley Properties  
Campo  
Capital Glass Inc.  
Catalyst 360  
CH2M Hill  
Chang-Bai Enterprise  
Company LTD

Michael Chapman, Attorney  
at Law  
Chicago BBQ Company  
Daimler Trucks  
Delphi Asset Management  
Devinney & Dinneen Career  
& Vocational Services  
Dolan Automotive Group  
Eastern Sierra Recreation  
Edible Reno-Tahoe  
Employer Benefits, Inc.  
F.P. Parker Mfg. Inc.  
Gastroenterology  
Consultants, Ltd.  
Great Basin Brewing  
Company  
Harley-Davidson Financial  
Services  
International Game  
Technology  
International Lining  
Technology  
Intuit Inc.  
IQ Technology Solutions  
JC Penney  
Kappes, Cassiday &  
Associates  
Legends of the Game  
Lemond Realty  
Lionel Sawyer & Collins  
Meier Eye and Vision  
Microsoft Licensing, GP  
Match  
Mills Roofing  
Morgan Holdings LLC.  
Nichols Consulting  
Engineers, Chtd.  
Pacific Radomes, Inc  
Paterson Pacific Parchment  
Co.  
PC-Doctor, Inc.  
Premier PT & Sports  
Performance  
R&E Fasteners, Inc  
Relevant Technology  
REMSA  
Reno Heart Surgeons  
Save Mart CARES  
Sierra Chemical Co.  
SilverSky Group, LLC  
Skin Cancer and  
Dermatology Institute  
Subway  
Tactical Consulting Inc.  
Tahoe Fixed Income, LLC  
The Tinder Box  
U.S. Foods  
Umpqua Bank  
Watson Rounds  
Whole Foods Market  
Yogurt Beach, LLC



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A unique U.S. Army unit proudly simulates enemy forces.

**STORY & PHOTOS BY SKIP ROBINSON**



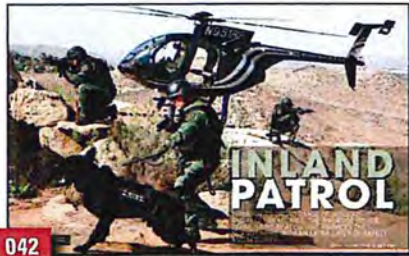
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First on Scene  
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# THREE'S COMPANY

A woman with blonde hair, wearing sunglasses and a black flight suit, stands smiling in front of a blue and silver helicopter. The helicopter's door is open, and the cockpit is visible. The background shows a clear blue sky and some trees.

From left to right: paramedic Molly Turner, flight nurse  
Natasha Lukastewich and pilot Kristi Grant in front of the  
Care Flight 3 AStar based in Truckee, Calif.

THE THREE MEMBERS OF CARE FLIGHT 3'S  
ALL-FEMALE HELMS CREW SAT DOWN WITH  
VERTICAL 911 TO SHARE DETAILS OF THE DIVERSE  
PROFESSIONAL PATHS THAT BROUGHT EACH OF THEM  
TO THEIR CURRENT POSITIONS IN TRUCKEE, CALIF.

Story and photos by Skip Robinson



Backcountry landings are routine for Care Flight 3. Here, its helicopters waits at a 8,500-foot landing zone while the medical crew hikes to a skier with a broken leg.



The challenge of the mission and the beauty of the terrain around the Sierra Nevadas are what drew flight nurse Natasha Lukasiewich to Care Flight 3.

As someone who loves helicopters and the great places they often fly over, I can certainly think of worse assignments than spending three days in the scenic Sierra Nevada Mountains with a helicopter emergency medical services (HEMS) crew. So, last year, when *Vertical 911* asked me to profile one of the crews at Care Flight 3 in Truckee, Calif., just a few miles northwest of Lake Tahoe, I didn't hesitate to accept.

Care Flight 3 is part of Care Flight's three-base air-medical program, which covers large parts of western and northwestern Nevada, as well as central and northeastern California. A service of the Regional Emergency Medical Services Authority based in Reno, Nev., with aviation services currently provided by Air Methods Corp., Care Flight has been providing HEMS to these regions since 1981, proudly celebrating its 30th anniversary in 2011.

Located at the Truckee-Tahoe Airport, and sitting at an

elevation of 5,900 feet, Care Flight 3 responds to the full spectrum of Care Flight's EMS calls: from outdoor recreation accidents associated with hiking, skiing and water sports, to motor vehicle accidents and inter-facility transfers.

Uniquely, Care Flight 3 also has what is still a relative rarity in the air medical world, an all-female flight crew. Appropriately, during *Vertical 911's* visit, we sat down with pilot Kristi Grant, flight nurse Natasha Lukasiewich and flight paramedic Molly Turner, to not only get a better understanding of the uniqueness and challenges of their base's mission, but to discuss how each one got into their respective professions and arrived at the well-regarded doors of Care Flight 3.

#### PILOT KRISTI GRANT

Truckee base pilot Kristi Grant has been flying with Care Flight for about three years now. Like many who enter the aviation world, Grant's desire to fly began when she was a child; she remembers telling her parents that she "was fascinated with helicopters and was going to be a pilot someday."

Appropriately, in 1999 Grant started training at Helicopter Adventures Inc., which is now Bristow Academy, in Concord, Calif. Flying the Schweizer 300CB and Robinson R22 piston trainers, she progressed through her private, commercial and flight instructor certifications, and instrument and flight instructor instrument ratings.

From there, teaching became her priority. Said Grant: "Early in 2001, I went to Guidance Helicopters [now Guidance Aviation] in Prescott, Ariz., to start their instrument program, and helped with the helicopter degree program partnership with Embry-Riddle [Aeronautical University]. I eventually became the chief flight instructor at Guidance, flying Robinson

Pilot Kristi Grant sets up a landing at a local ski resort. The local ski areas are a regular destination for Care Flight 3.



R22 and R44s in hot-and-high conditions around Prescott. This gave me many hours of invaluable mountain experience." During her time there, Grant also got her airline transport pilot certificate, became a U.S. Federal Aviation Administration designated pilot examiner (DPE), and earned a bachelor of science in aeronautics with a minor in aviation business from Embry-Riddle.

Grant continued, "After I had been with Guidance for about five years, I knew I needed to build turbine time, so [I managed to get a position] flying tours in Bell 206L-3 LongRangers for Papillon Grand Canyon Helicopters. Meanwhile, I continued as chief flight instructor for Guidance and a DPE for the Scottsdale FSDO [FAA flight standards district office]."

After a season of flying in the Grand Canyon, Grant learned of a HEMS job with PHI Air Medical in Prescott. She got the job, and then spent two years flying Eurocopter AS350 B3s with Air Evac Arizona, while continuing to instruct and give check-rides at Guidance.

After nearly eight years in Arizona, Grant, who is originally from northern California, decided to return home. She moved back to fly an MBB/Eurocopter Bo.105LS for CALSTAR (although Arizona called her back for one more season with Papillon Grand Canyon Helicopters, flying the Eurocopter EC130).

In early 2009, Grant joined Air Methods, hoping to eventually fly for Care Flight, and its Truckee base in particular. "I was slated for Winslow, Ariz., but at the last minute and with great luck, an opening at the



The Eurocopter AS350 B3's excellent performance is much appreciated in the high-altitude conditions of Care Flight 3's operational area, which also sees high temperatures during the summer months.

Care Flight Truckee base opened up and I immediately took it," she said, noting that she spent a lot of time in the Sierra Nevadas when she was younger. "Now that I'm home again, I enjoy family and friends, the four seasons, all the recreation Tahoe has to offer, and the flying is some of the most beautiful on Earth."

Of course, scenic beauty often translates to flying challenges. Said Grant: "I mentioned having the four seasons, and with this we experience heat, snow, high altitude, rugged terrain and winds, which routinely test the skills and judgment of an EMS pilot and flight crew. We also have a variety of terrain and distances in our operational area. Long flights are

common. We can expect anything from Battle Mountain in the [north-central] Nevada desert to San Francisco, Calif. We fly far into the desert Sierra Mountains, to remote accident scenes or to outlying medical clinics for pick-ups or transfers. For night flights, we appreciate having the latest models of night vision goggles [NVGs] for crew and patient safety. Having NVGs here is essential with the dark conditions we experience. All three crew wear NVGs and interact during landings and takeoffs to maintain situational awareness."

Other assets that help overcome the associated flying challenges of the operational area include the helicopters themselves and the equipment Air Methods and Care Flight provide. In particular, Grant praised the AS350 B3 model she flies, calling it "a smooth and comfortable aircraft that's relatively fast and has excellent hot-and-high performance. It's probably the best single-engine airframe for the conditions we operate [in]. Additionally, our pilots and crews appreciate how Care Flight and Air Methods are always willing to invest in top-of-the-line avionics and equipment to increase flight safety."

#### **FLIGHT NURSE**

##### **NATASHA LUKASIEWICH**

Flight nurse Natasha Lukasiewich graduated from an Edmonton, Alta., nursing school in 2005 and currently holds certifications as a registered nurse; an adult, pediatric and neonatal critical care nurse; an emergency nurse; and a holistic health practitioner.



Care Flight 3's AS350 departs Renown Medical Center in Reno, Nev. Renown is the trauma center that Care Flight 3 flies to most often.



Flight paramedic Molly Turner (left) said that Care Flight 3 is often the first or only responding asset on scene at some of the more remote incident locations they are called out to.



Care Flight 3 base pilot Krist Gram prepares to depart on a mission.

One of the first positions Lukasiewich had after moving to California a few years ago was in one of the Central Coast's busiest emergency rooms. She quickly realized, though, that she was never going to be a conventional nurse, because she is "not a conventional girl": her highly active lifestyle involves martial arts, snowboarding, mountain biking, hiking, surfing and photography on her days off.

Fortunately, one day Lukasiewich got to do a ride-along with CALSTAR (California Shock Trauma Air Rescue) in a Bell 222. Instantly hooked, she decided then and there to become a flight nurse: "I just loved the autonomy a flight nurse has, being able to make immediate lifesaving decisions."

After gaining more experience, she applied and got an interview with CALSTAR, hoping to work at CALSTAR 7, the program's Central Coast base in Santa Maria, Calif. Lukasiewich was indeed hired and ended up flying for almost two years with CALSTAR 7, which has an instrument-flight-rules-capable Bell

222, and whose crews fly some of the longest-range HEMS missions in California.

In 2010, Lukasiewich relocated to the northern Sierra Nevadas to become a flight nurse with Care Flight. "I am very outdoorsy," she explained, "and love the mountains and what they have to offer during all four seasons — it reminds me of back home in Canada. Flying up here is spectacular and beautiful, and also very challenging, with the ever-changing, high-altitude terrain and weather considerations. Our flights take us from the Nevada deserts to all over the Sierra Mountains; the sunsets and sunrises are gorgeous, some of the best I have seen."

With plans to continue her flight-nursing career, Lukasiewich continues to pursue advanced training and certifications to be able to provide her patients with the utmost in specialized care. "Being a flight nurse is not for everyone," she remarked, "but if you like the mental and physical challenges, then flight nursing can be a great career."



### **FLIGHT PARAMEDIC MOLLY TURNER**

Critical care flight paramedic Molly Turner came to Care Flight in 2008, after working as a firefighter/paramedic for the Truckee Fire Protection District. She began her EMS career in 1999, and since then has seen great diversity in regards to both her acquired skill set and professional experience. She has even participated in setting up medical clinics at dozens of high-profile fires and natural disasters, including a deployment to New Orleans, La., after Hurricane Katrina in 2005.

Now, after more than three years as a Care Flight paramedic, Turner couldn't be more pleased with her career direction: "I've always wanted to fly and be involved in helicopter EMS. For me, Care Flight was an obvious choice, because it's a highly regarded program in a beautiful part of the country. Care Flight puts tremendous emphasis on safety and quality patient care. Professionally, I can feel good about that; but on a more personal level, flying in the Sierra Nevadas is a spectacular experience. The sunrises and sunsets are beautiful around Lake Tahoe. And when I'm not flying, the job has a great work schedule that allows me time to enjoy my days off and live an active life."

Turner said the challenges associated with Care Flight 3's operational area are more geographical than medical. "We get flight requests that send us to the middle of the Nevada desert during the heat of summer, or to a remote region of the Sierra Nevadas during the dead of winter. Our crews are often the first or only responding asset to an incident. Once we arrive on scene, just gaining patient access can sometimes be difficult in the mountains. Other times, scene and helicopter safety management, or even getting patients packaged and loaded, can present unusual challenges. Sometimes, with only our three crewmembers, relocating a patient [on scene] requires a substantial effort due to weather or terrain. We get additional support from other emergency responders or bystanders, but sometimes we just have to do the best we can with what we have."

Asked about patient care, Turner said, "One reason I became a flight paramedic is to have the autonomy to make thoughtful decisions about patient care and treatment. Every incident is a bit different, and this means we need to be consistently flexible and innovative. Again, circumstances are rarely perfect, but that's what I find attractive about it."

### **A CARING FOCUS**

Grant, Lukasiwich and Turner are just a few of the highly trained and dedicated crewmembers that make Care Flight a standout program; their passion and drive for excellence are very representative of Care Flight crews as a whole. For Care Flight, now firmly in its 31st year of operation, it's that kind of drive and dedication that helps ensure it can continue to provide high-quality air medical services to the residents of Nevada and California.





# Washoe County Health District



Public Health  
Prevent. Promote. Protect.

April 16, 2012

**TO:** Members, District Board of Health

**THROUGH:** Joseph P. Iser, MD, DrPH, MSc  
District Health Officer *JPI*

**FROM:** Stacey E. Akurosawa, Emergency Medical Services Coordinator *SA*

**SUBJECT:** Franchise Compliance Report for the Regional Emergency Medical Services Authority (REMSA) 7/1/10 through 6/30/11

### RECOMMENDATIONS

Staff recommends that the District Board of Health find REMSA in compliance with 31 of the 31 performance requirements for Fiscal Year 2010/2011.

### BACKGROUND

The following findings are based upon staff's analysis, the REMSA audit report, Health District sampling data, and other background information. Applicable excerpts from the franchise language are in italics, followed by the description of the findings in standard type. Staff is committed to the oversight role of the District Board of Health.

### DESCRIPTION OF FINDINGS BY FRANCHISE SECTION

#### **1. Governing Body of REMSA**

*The governing body of REMSA (the "REMSA Board") shall consist of the following:*

- One (1) representative from Washoe Medical Center, Inc; (dba: Renown Regional Medical Center)*
- One (1) representative from Saint Mary's Regional Medical Center;*
- One (1) representative from Northern Nevada Medical Center;*
- One (1) consumer appointed by the above three hospital representatives;*
- One (1) representative from the legal profession;*
- One (1) representative from the accounting profession; and*
- One (1) consumer representative appointed by District Board of Health.*

#### **► REMSA is in compliance.**

The District Board of Health (DBOH) representatives to the REMSA Board in 10/11 were William Burrous (consumer representative), Richard Barnard (accounting representative) and Louis Test (legal representative). The three hospital members of the REMSA Board in FY 10/11 were Blain Claypool, CEO of Renown South Meadows Medical Center; Mark Crawford, CEO of Northern Nevada Medical Center; and, Helen Lidholm, Saint Mary's Regional Medical Center. Mr. Steven Brown, RBC Wealth Management, was the Board member appointed by the hospital representatives.

The District Health Officer Mary Anderson M.D. sat as an ex-officio member of the REMSA Board.

REMSA's legal counsel verified in writing "All contractual relationships involving a member of the REMSA Board have been approved by a majority of the disinterested members of the REMSA Board."

## 2. Board Meetings

*The REMSA Board shall meet at least once each calendar month to conduct operations and fiscal oversight and to develop, monitor and amend the policies and procedures for REMSA in the provision of ambulance services*

### ► REMSA is in compliance.

The REMSA Board conducted 12 meetings in 2010/2011.

## 3. Acknowledgment of REMSA's Past Competitive Bid Process

*It is acknowledged that REMSA has complied with Sections 3 and 5 of the Franchise Designation, approved October 26, 1986, and as previously amended, in that REMSA successfully established interim ground and rotary wing ambulance services and subsequently completed a competitive bidding process for the continuation of a sole ground ambulance service within the time periods specified.*

### ► Acknowledged

## 4. Marking of Ambulance Units

*All ambulance units either directly operated by REMSA or by a vendor, shall be marked with REMSA identity rather than the individual business identity of any ambulance service vendor or contractor.*

### ► REMSA is in compliance.

## 5. Periodic Competitive Bid Requirement No Later Than Seven Years

*During the term of this designation, REMSA may undertake additional competitive bidding procedures or market surveys as it deems necessary to ensure that the services provided under their vendor contract(s) are the most medically efficient and as economical for the consumer as possible, but in no case shall any contract(s) with a vendor(s) extend beyond a total of seven (7) years, commencing from July 1, 1988, without conducting such an open competitive bidding process or market survey.*

### ► REMSA is in compliance.

Market Study was conducted and completed May 2010 and contract was renewed with contractor July 1, 2010.

## 6. All Transfers between Facilities Must Be At the Advanced Life Support Level

*All transports or transfers of sick or injured persons whose condition may require medical observation or care, including patients who require transport or transfer on a stretcher, by ground or rotary wing ambulance units must be accomplished at the advanced life support ("ALS") level.*

### ► REMSA is in compliance.

All ground ambulance and rotary wing transports were at the ALS level. REMSA maintains national accreditation by the Commission on Accreditation of Medical Transport Systems (CAMTS).

## **7. Performance Bond and Three Way Lease**

*REMSA shall insure service performance security with the existence of either (a) a liquidated damages type of performance bond issued by an insurance company, (b) a letter of credit issued by a bank for a minimum of \$200,000 secured by itself and/or (c) an immediate contractual right of offset against its ground ambulance, dispatch, and rotary wing vendor(s) (the "Service Performance Security").*

*All equipment utilized by REMSA ground ambulance service or its contracted vendor(s) shall be made available to the District Board of Health through a three-way lease or an alternate method as approved by the District Board of Health in the event that REMSA or its contract vendor(s) are unable to provide the required services or loses its contract or franchise designation or its contract is terminated.*

### **► REMSA is in compliance.**

REMSA's legal counsel verified in writing that that the current contract between REMSA and Regional Ambulance Services Inc. ("RASI"), REMSA's contractor, contains a contractual right of offset in excess of the \$200,000 as required in Section 7 of the Franchise Agreement.

## **8. Medical Radio Communications Dispatch Facility and Backup Emergency System**

*REMSA shall operate or cause to be operated a radio communications dispatch facility which is compatible with the existing emergency medical services ("EMS") radio network and with the 911 systems operated by Reno, Sparks and Washoe County. Operational drills on the "back up" system shall be conducted on a semi-annual basis. REMSA shall provide documentation of compliance to the District Board of Health annually.*

### **► REMSA is in compliance**

REMSA carried out three (3) tests of its back-up communication system on 09/12/10, 02/07/11 and 06/07/11.

The Health District dedicated one of its 800MHz radio talk groups so it can communicate with EMS agencies and area hospitals during a disaster should traditional methods of communication fail. REMSA participates in the monthly testing of the 800MHz radio with the Health District and local hospitals.

The Health District recognizes that REMSA voluntarily maintained its medical dispatch center as an Accredited Center of Excellence (ACE) for 10 continuous years.

## **9. Response Requirement of Eight (8) Minutes 90% of the Time for Life Threatening Calls in The City of Reno and Sparks, and Within Established Time Limits for Specific Areas of the County**

*REMSA shall insure that 90% of all presumptively defined life threatening calls within the incorporated boundaries of Reno and Sparks are responded to within eight (8) minutes and that 90% of all presumptively defined life threatening calls within unincorporated Washoe County shall be responded to in accordance with the time limits established for the specified map grids as mutually agreed to. Those specific map grids and assigned response time limits may be adjusted by the District Health Officer after periodic analysis of operational and response data. The District Health Officer shall present such revisions to the District Board of Health as a consent agenda item. A map reflecting current response zones will be available for review in the office of the District Health Officer.*

*A "life threatening call" shall be considered those defined as priority one by the medical dispatch protocol.*

*Response time is defined as the time period from receipt of the patient location, condition and telephone call back number until the ALS unit reports on scene, which is when the ground vehicle has come to a complete stop, or when the helicopter has notified dispatch that it has landed.*

**► REMSA is in compliance.**

Washoe County Health District staff performs external verification of REMSA's compliance with the response time requirements in the franchise by sampling ground and Care Flight calls. Staff reviewed dispatch tapes on 1,118 calls. A total of 770 P1 calls were reviewed for response times. According to staff's review, the response times for the P1 calls were within the required time limits.

Staff monitors calls to assure that the medical dispatchers are consistently assigning the correct priorities, monitoring a small number of additional non-Priority 1 calls. Staff reviewed 348 additional calls to verify assigned priority.

The current signed map is available for inspection and posted on the Washoe County Health District Internet site.

**10. Response Time Penalties**

*For each and every call that does not meet the required response time and for which there are not extenuating circumstances either approved by the District Health Officer, or which meet exception criteria established by REMSA and approved by the District Health Officer, a penalty of \$10.00 per minute (or portion thereof) shall be assessed for each call that does not meet the required response time, up to a maximum of \$150.00 per call. Effective July 1, 1995, REMSA shall increase its penalty amounts for all established late responses each year by an amount equal to one-hundred percent (100%) of the annually allowed consumer price index {U.S. City Average-All Urban Consumers (1982-84=100)} ("CPI") increase.*

*Response time exemptions shall be reported monthly to the District Health Officer. These penalties shall be placed in a separate restricted account of REMSA and shall be used to help defray the costs of operational or educational matters subject to prior written approval by the District Health Officer. The penalty fund shall be solvent at the end of REMSA's fiscal year.*

*Penalties are assessed for late calls which do not meet the required response time, or if there are not extenuating circumstances either approved by the District Health Officer or which do not meet exception criteria established by REMSA and approved by the District Health Officer (DHO). Response time exemptions are to be reported monthly to the DHO. The DHO may grant exemptions under extreme weather conditions. These penalties are to be placed in a separate restricted account of REMSA to defray costs of operational or educational matters subject to prior written approval by the DHO.*

**► REMSA is in compliance**

### Exemptions

According to the franchise, REMSA shall report exemption requests monthly. In FY 10/11 the District Health Officer or their representative granted (143) annexation related exemptions and (6) blanket weather exemptions; (3) in December 2010, (2) in February 2011 and (1) March 2011. The total number of other approved non-annexation exemption is (63) which include: (9) isolated weather, (11) priority upgrades, (4) bad address, (32) Status 99, and (7) miscellaneous exemptions. The total number of responses for FY10/11 was 61,419.

### Penalty Fund

REMSA's auditing firm performs a review of the penalty fund account annually to insure the rate per minutes is correct, and that expenditures from the penalty funds agree with the pre-approved authorizations from the District Health Officer. The Health District received written confirmation from REMSA certifying that "the penalty fund is held in a separate restricted account, and the account is solvent."

The penalty amount per minute based on the CPI increase for FY 10/11 was \$16.07. The maximum penalty amount was \$150.00 per call. The penalty funds collected were \$51,215.09. The District Health Officer approved all expenditures.

## **11. Average Bill Approval and Overages, CPI Adjustments, Ambulance Subscription Program, and Submission of Current Rates and Charges**

*The District Board of Health shall approve the amount of the maximum average patient bill for ground and rotary wing ambulance transport commencing and terminating within the franchise area of Washoe County to be charged by REMSA, from time to time, upon written application by REMSA. Such maximum average patient bills approved by the District Board of Health shall be automatically adjusted thereafter for any change in the CPI for the preceding year without further District Board of Health action. The District Health Officer shall inform REMSA at least annually in writing with regard to the CPI adjustment amount as determined above. REMSA shall be responsible for determining and setting, from time to time, the various rates, fees and charges which comprise the patient's bill for ground and rotary wing ambulance transport and within ten (10) days of such determination, REMSA shall provide the District Health Officer in writing a current schedule of rates, charges and fees for ground and rotary wing ambulance transport within the franchise area of Washoe County. Such schedule of rates, charges, and fees determined by REMSA shall not cause the average patient's bill for ground and rotary wing ambulance transport within the franchise area to exceed the amount of the maximum average patient bill then in effect as approved by the District Board of Health.*

### **► REMSA is in compliance.**

In May each year the Washoe County Health District calculates the Consumer Price Index (CPI) adjustment based on the appropriate CPI data for the preceding 12 months, and forwards this information to REMSA in writing.

This resulted in increases in the FY10/11 ground average bill from \$922 to \$970, and the Care Flight average bill from \$6,600 to \$6,941.

REMSA continues to maintain its subscription program for ground ambulance services. REMSA provided a copy of its FY10/11 Silver Saver brochure to document its compliance with this section. The DBOH has established the limit of ten for the number of times this service may be used by an individual in a membership year. REMSA reports that only two people exceeded the transport limit under the Silver Saver Program in FY 10/11. These individuals were charged the regular rate for all calls in excess of the 10 call limit.

## **12. Billing and Receipts**

*REMSA may do all billing of patients and third party payers for ambulance services provided or allow a vendor to do so. In either case, all receipts shall be handled by a process approved by the District Board of Health and in accordance with the business arrangements established by the REMSA Board.*

### **► REMSA is in compliance.**

REMSA has elected to do its own billing.

## **13. Annual Independent Financial Audits, IRS Form 990, Agreed Upon Procedures**

*REMSA shall conform to all generally acceptable accounting practices ("GAAP") and shall have an annual, independent financial audit prepared according to generally accepted auditing standards ("GAAS"). REMSA will provide a copy of the financial audit and the Internal Revenue Service Form 990 within 180 days of the close of its fiscal year to the District Health Officer. The independent auditing firm will be selected by REMSA and such firm must be subject to peer review. In addition to the normal scope of the independent audit, the independent auditing firm will perform "agreed upon procedures" on the average bill and on specific franchise issues as agreed to by REMSA and the District Health Officer.*

### **► REMSA is in compliance.**

REMSA's audit is due within 180 days of the close of its fiscal year, and was submitted to the Administrative Health Services Officer in a timely fashion.

REMSA's independent auditor prepares a report on the agreed upon procedures carried out on the penalty fund and the average bill and completes REMSA's Internal Revenue Service Form 990. The Administrative Health Services Officer received copies in a timely fashion.

Each year the DHO reviews and approves the agreed upon procedures between REMSA and its auditor for the penalty fund and average bill.

## **14. Dispatch and Field Cross Exposure/Orientation**

*All personnel within the REMSA dispatch facility shall receive at least three (3) hours annual orientation to and participate as an observer in the field activities of REMSA ambulance services. All field ambulance personnel shall receive at least three (3) hours annual orientation to and observe the dispatch center operations. REMSA shall provide documentation of compliance to the District Board of Health annually.*

### **► REMSA is in compliance.**

All personnel completed their required training.

### **15. Dispatcher Training**

*All personnel within the REMSA dispatch facility shall be trained at the intermediate emergency medical technician ("EMT II") level or trained at the advanced emergency medical technician "(paramedic)" level. All medical dispatch personnel shall maintain certification as Emergency Medical Dispatchers (EMDs) from the National Academy of Emergency Medical Dispatchers. New dispatch personnel shall receive training during their first six (6) months of employment that meets the standards of the Department of Transportation emergency medical dispatcher ("EMD") certification and the Association of Air Medical Services. REMSA shall provide documentation of compliance to the District Board of Health annually.*

#### **► REMSA is in compliance.**

Dispatchers are required to be certified or trained at the EMT Intermediate level or higher.

New dispatchers are required to receive training during their first six months of employment that meets EMD certification standards and the standards of the Association of Air Medical Services.

The Nevada State Board of Health regulations regarding Emergency Medical Dispatcher certification requirements are consistent with the franchise requirements.

### **16. Monthly CPR Courses for the Public, Annual Multimedia Public Education Campaign**

*REMSA shall offer cardiopulmonary resuscitation ("CPR") courses at least monthly to the public. At least annually, REMSA shall conduct a multimedia campaign, using radio, television, printed media or promotional displays to educate the public. The educational focus will alternate each year between the topic of how to access 911 and injury prevention/health promotion. The District Health Department will assist and participate in such activities.*

#### **► REMSA is in compliance.**

REMSA reported in its monthly operations reports to the DBOH that it provided 1,341 CPR classes to 7,447 attendees (includes all CPR, HCP and Heart Saver AED, Heart Saver CPR classes, and Heart Saver Skills).

The Washoe County Health District has assisted or participated in some of REMSA's activities for injury prevention/health promotion as WCHD staff is a member of the Washoe County Safe Kid's Coalition.

### **17. Field Supervisory Support/Medical Disaster Training of Staff and Management.**

*REMSA shall insure that a field supervisor be on each shift. REMSA shall insure that all of its medical personnel are trained in the Multiple Casualty Incident Plan ("MCIP") and that all of its management personnel are trained to the command level.*

#### **► REMSA is in compliance.**

REMSA has a field supervisor on each shift.

All REMSA personnel received training on the REMSA MCIP training course, which has been accepted by Washoe County Health District as command level training.



### **18. Medical Direction**

*REMSA shall appoint a physician(s) to be the medical director(s) ("Medical Director") in accordance with the requirements in Nevada Revised Statutes and the Nevada Administrative Code.*

**► REMSA is in compliance.**

REMSA's Medical Director, Joseph Ryan, MD, is in compliance with the requirements in Nevada Revised Statutes and the Nevada Administrative Code.

### **19. Medical Quality Control Coordination**

*REMSA shall designate an individual(s) to be responsible for the internal coordination of its medical quality control issues.*

**► REMSA is in compliance.**

Diane Rolfs, RN, MSN, oversaw coordination of both ground and air ambulance Quality Assurance (QA) activities for FY 10/11.

### **20. Quality Assurance Reviews of Runs**

*Each calendar month REMSA shall conduct quality assurance reviews of ambulance runs from among at least 5% of the previous month's ALS calls. Those reviews should involve, if possible, the ambulance personnel who participated on those cases, including the emergency room physician, and shall be conducted by the designated REMSA coordinator(s) of medical quality issues. A summary of those quality assurance review activities shall be included in the required monthly operations report forwarded to the District Board of Health.*

**► REMSA is in compliance.**

Chart reviews carried out by REMSA's Medical Director and Clinical Coordinator for both ground and air are reported to the DBOH in REMSA's Monthly Operations Report. Staff reviewed these numbers to verify they meet or exceed the 5% review requirement.

### **21. Formal Educational Opportunities to Be Sponsored by REMSA Four Times Annually**

*At least four (4) times annually, REMSA will sponsor formal educational opportunities for prehospital care personnel as recommended by REMSA's Medical Director or the District Health Department. REMSA shall offer its monthly continuing education programs to all prehospital care personnel in the Washoe County Health District. REMSA shall provide documentation of compliance to the District Board of Health annually.*

**► REMSA is in compliance.**

REMSA is required to "offer its monthly continuing education programs to all prehospital care personnel in the Washoe County Health District." A list of the education programs offered during the month is reported to the DBOH monthly in the REMSA Operations Report.

REMSA sponsored multiple Advanced Cardiac Life Support (ACLS) certification and recertification courses, Pediatric Advanced Life Support (PALS) certification and recertification courses, Basic Life Support Instructor courses and Neonatal Resuscitation courses in FY10/11.

## **22. Clinical Skill Experience Opportunities through Participating Hospitals**

*REMSA, upon recommendation of its designated coordinator(s) of medical quality issues, REMSA's Medical Director or the District Health Department, shall facilitate opportunities for clinical skill experience for specific prehospital care personnel through the clinical services of its participating hospitals.*

### **► REMSA is in compliance.**

REMSA personnel participated in clinical opportunities at local hospitals.

## **23. Section repealed.**

## **24. Monthly Reports on Operational Activities and Average Bill**

*REMSA shall provide the DBOH a monthly report on operational activities including the average amount of the patient bill and proposed increases to the average patient bill and the report shall be in a format directed by the Board.*

### **► REMSA is in compliance.**

REMSA submitted monthly operations reports to the DBOH in a format accepted by the DBOH. Based upon early DBOH meetings, two REMSA Monthly Operations reports were submitted in the following months. These reports were submitted and reviewed by the DBOH at the regularly scheduled January meeting.

## **25. REMSA's Compliance with All Applicable Rules/Regulations**

*REMSA and all of its subsidiaries shall comply with the provisions of law pertaining to business licensure within Reno, Sparks and Washoe County, with Nevada Revised Statutes Chapter 450B, Nevada Administrative Code Chapter 450B, and with all other applicable provisions of law.*

### **► REMSA is in compliance.**

REMSA submitted copies of business licenses for Reno, Sparks and Washoe County for the fiscal year.

The State EMS office has provided documentation of REMSA's compliance with NRS 450B and NAC 450B for FY 10/11.

## **26. REMSA's Annual Compliance Report and DHD Monitoring of REMSA**

*REMSA will report annually to the District Health Department its compliance with these organizational, performance and operational criteria within one hundred eighty (180) days of the end of REMSA's fiscal year. REMSA will also be monitored by the District Health Department for compliance and monitoring data will be provided to the District Health Officer. The District Health Officer shall report on REMSA's annual performance to the District Board of Health within ninety (90) days of the beginning of each calendar year. The District Health Department will periodically report to Reno, Sparks and Washoe County and the District Board of Health on that compliance.*

### **► REMSA is in compliance.**

REMSA met the 180 day requirement by submitting documentation throughout the year with the final financial information submitted to the Health District on December 22, 2011. Under the franchise, the District Health Officer is required to report on REMSA's annual performance to the District Board of Health within (90) days of the beginning of each calendar year. Due to other priorities within the department and EMS program, this deadline was not met.

The Health District includes monthly operational reports from REMSA to the District Board of Health members from each jurisdiction with the board packet. REMSA is on the agenda to present the report and answer questions at each regularly scheduled District Board of Health meeting.

### **27. Subsidy by Political Jurisdictions**

*The granting of this exclusive right to operate ambulance services does not carry any obligation on the part of the District Board of Health, the Cities of Reno and Sparks and Washoe County for any type of monetary subsidy. Costs for REMSA must be borne by REMSA, which is self-supporting.*

#### **► REMSA is in compliance.**

REMSA reports they received no monetary subsidy from any political jurisdiction.

### **28. REMSA's Exclusive Right to Operate Until July 1, 2006; Possible Penalties for REMSA's Noncompliance with Franchise Requirements and Appeal Rights** (automatically extends for one year each June 30, unless DBOH takes action to rescind)

*REMSA shall be entitled to the exclusive right to operate ambulance services within the defined service area. This specific time frame is intended to augment REMSA's efforts to develop and maintain a central facility to house the operations of REMSA and its vendor(s) and central medical dispatch. Each year on June 30 following that date, this exclusive right of REMSA to operate ambulance services within the defined service area shall be automatically extended for one additional year, unless the District Board of Health takes action to rescind this exclusive operating right for the material and adverse failure of REMSA to comply with any of these organizational performance and operational criteria. Unless a substantial and immediate threat to the public health requires the District Board of Health to assume control and operation of the ambulance equipment as provided for in this franchise designation, the District Board of Health shall notify REMSA of its intent to rescind this exclusive operating right and the reasons therefore no less than one (1) year prior to the effective date of that proposed action. REMSA shall be provided the opportunity to appeal that proposed action before the District Board of Health within thirty (30) days of such notice.*

#### **► REMSA is in compliance.**

### **29. Any Future Service Agreements with Other Political Entities Not to Impact This Systems Funding of Costs**

*In the event that REMSA enters into service agreements with any other political entity, such service agreements shall be negotiated in such a way that the new system would fund its share of the costs of providing the service and shall not deplete or negatively impact the provision of service with the designated franchise area described herein.*

#### **► REMSA is in compliance.**

REMSA reported to the Health District that there are no new service agreements with any political entities other than the existing mutual aid agreements.

**30. Assumption of REMSA Central Facility by a Future Contractor**

*Any and all successors and assigns to REMSA under any future franchise designation, license or substitute thereof shall be required to utilize the central facility established by REMSA to house, service, and maintain its offices, communications center, emergency vehicles, supplies, equipment and related items utilized within the EMS system developed under REMSA's franchise and to assume all the financial responsibility related thereto as part of its obligations as successor to REMSA. Such obligations to be assumed by the successor also include assuming any and all obligations under any lease agreement of the central facility, performance or security bond arrangements, ground and air ambulance provider or service agreements, occupancy agreements, lockbox arrangements, equipment leases such as the three-way lease, communications equipment leases, computer and office equipment leases, and other on-going obligations of REMSA as franchisee necessary or expedient to maintain the EMS system developed under REMSA's franchise. Any equipment or property owned by REMSA and utilized within the EMS system shall be purchased by such successor for cash on such terms mutually agreeable to REMSA and such successor.*

► **REMSA is in compliance.**

**31. Clause to Allow Amendments**

*These organizational, performance and operational criteria may be amended at any time upon mutual written agreement between REMSA and the District Board of Health and after formal action by the District Board of Health.*

► **No amendments were made to the REMSA franchise in FY10/11.**

*Joseph P. Lee, MD, MPH, MSc*

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District Health Officer

cc: Randall L. Todd, Epidemiology and Public Health Preparedness (EPHP) Director



# Washoe County Health District



**Public Health**  
Prevent. Promote. Protect.

April 10, 2012

To: Members District Board of Health  
 From: Eileen Stickney  
 Subject: Public Health Fund Revenue and Expenditure Report for March 2012  
 Agenda Item No. -

**Recommendation**

Staff recommends that the District Board of Health accept the attached report of revenues and expenditures for the Health Fund for March 2012 of fiscal year 12.

**Background**

The attached reports are for the accounting period 9/12 and the percentages should approximate 75% of the year. Our total revenues and expenditures for the current year (FY12) compared to last year (FY11) are as follows:

March 2012	FY12 – REV	FY11 – REV	FY12 – EXP	FY11 – EXP
Transfer	39%	42%		
AHS	67%	57%	63%	59%
AQM	57%	76%	55%	66%
CCHS	52%	60%	67%	66%
EHS	70%	76%	66%	68%
EPHP	63%	47%	62%	49%
<b>TOTAL</b>	<b>56%</b>	<b>63%</b>	<b>61%</b>	<b>63%</b>

The Environmental Oversight Account for March 2012 is \$108,274.91.

I would be happy to answer any questions of the Board during the meeting or you may contact me directly at 328-2417.

*Eileen Stickney*  
 Administrative Health Services Officer

Enclosure

Washoe County District Health  
REVENUE  
Pds 1-9, FY 2012

Accounts	2012 Plan	2012 Actuals	Balance	Act%	2011 Plan	2011 Actual	Balance	Act%
422503 Environmental Permits	46,900.00-	39,013.00-	7,887.00-	83	43,000.00-	40,459.00-	2,541.00-	94
422504 Pool Permits	63,000.00-	40,324.85-	22,675.15-	64	63,000.00-	37,024.00-	25,976.00-	59
422505 RV Permits	9,700.00-	7,888.00-	1,812.00-	81	10,500.00-	7,770.00-	2,730.00-	74
422507 Food Service Permits	342,000.00-	259,937.00-	82,063.00-	76	342,000.00-	271,972.00-	70,028.00-	80
422508 Wat Well Const Perm	27,000.00-	7,594.00-	19,406.00-	28	34,500.00-	16,442.00-	18,058.00-	48
422509 Water Company Permits	3,500.00-	2,106.00-	1,394.00-	60	4,000.00-	2,567.00-	1,433.00-	64
422510 Air Pollution Permits	370,485.00-	236,086.50-	134,398.50-	64	391,000.00-	273,458.50-	117,541.50-	70
422511 ISDS Permits	47,000.00-	39,575.00-	7,425.00-	84	47,000.00-	39,554.00-	7,446.00-	84
422513 Special Event Permits	74,000.00-	46,953.00-	27,047.00-	63	70,500.00-	46,604.00-	23,896.00-	66
422514 Initial Applic Fee	25,000.00-	16,686.00-	8,314.00-	67	35,000.00-	22,970.00-	12,030.00-	66
* Licenses and Permits	1,008,585.00-	696,163.35-	312,421.65-	69	1,040,500.00-	758,820.50-	281,679.50-	73
431100 Federal Grants	6,167,372.10-	3,253,839.13-	2,913,532.97-	53	6,300,118.54-	3,422,426.19-	2,877,692.35-	54
431105 Federal Grants - Indirect	38,708.00-	59,582.09-	20,874.09	154	32,599.00-	56,092.02-	23,493.02	172
432100 State Grants	458,327.00-	285,603.35-	172,723.65-	62	470,737.42-	291,158.25-	179,579.17-	62
432310 Tire Fee NRS 444A.090	452,000.00-	333,043.06-	118,956.94-	74	370,535.00-	357,042.56-	13,492.44-	96
432311 Pol Ctrl 455B.830	297,006.07-	235,393.00-	61,613.07-	79	290,140.86-	229,370.00-	60,770.86-	79
* Intergovernmental	7,413,413.17-	4,167,460.63-	3,245,952.54-	56	7,464,130.82-	4,356,089.02-	3,108,041.80-	58
460500 Other Immunizations	89,000.00-	65,148.73-	23,851.27-	73	85,000.00-	65,484.44-	19,515.56-	77
460501 Medicaid Clinical Services	40,300.00-	12,945.42-	27,354.58-	32	32,000.00-	37,147.98-	5,147.98	116
460503 Childhood Immunizations	59,000.00-	21,115.54-	37,884.46-	36	140,000.00-	40,201.40-	99,798.60-	29
460508 Tuberculosis	6,250.00-	2,891.54-	3,358.46-	46	7,000.00-	4,772.36-	2,227.64-	68
460509 Water Quality		378.00-	378.00-			432.00-	432.00	
460510 IT Overlay	96,800.00-	67,362.00-	29,438.00-	70	111,000.00-	69,203.00-	41,797.00-	62
460511 Birth and Death Certificates	280,000.00-	331,702.00-	51,702.00	118	210,000.00-	243,375.00-	33,375.00	116
460512 Duplication Service Fees		249.39-	249.39		115.00-	1,129.43-	1,014.43	982
460513 Other Healt Service Charges	2,700.00-	2,434.00-	266.00-	90	2,700.00-	7,411.25-	4,711.25	274
460514 Food Service Certification	9,000.00-	16,418.00-	7,418.00	182	8,000.00-	10,536.00-	2,536.00	132
460515 Medicare Reimbursement	300.00-		300.00-		500.00-	310.23-	189.77-	62
460516 Pgm Inc-3rd Prty Rec	4,750.00-	8,752.83-	4,002.83	184	6,500.00-	18,375.85-	11,875.85	283
460517 Influenza Immunization	7,000.00-	5,354.99-	1,645.01-	76	12,000.00-	6,490.99-	5,509.01-	54
460518 STD Fees	28,000.00-	16,067.76-	11,932.24-	57	30,000.00-	23,038.97-	6,961.03-	77
460520 Eng Serv Health	42,000.00-	23,489.00-	18,511.00-	56	55,000.00-	29,217.00-	25,783.00-	53
460521 Plan Review - Pools & Spas	2,500.00-	3,820.00-	1,320.00	153	2,500.00-	4,273.00-	1,773.00	171
460523 Plan Review - Food Services	17,000.00-	13,875.00-	3,125.00-	82	17,000.00-	18,184.15-	1,184.15	107
460524 Family Planning	44,000.00-	23,288.31-	20,711.69-	53	66,000.00-	33,083.00-	32,917.00-	50
460525 Plan Review - Vector	24,000.00-	21,029.00-	2,971.00-	88	24,000.00-	26,742.00-	2,742.00	111
460526 Plan Review-Air Quality	25,000.00-	22,578.00-	2,422.00-	90	11,270.00-	21,467.00-	10,197.00	190
460527 NOE-AQM	76,000.00-	70,670.00-	5,330.00-	93	40,000.00-	58,090.00-	18,090.00	145
460528 NESHAP-AQM	66,000.00-	52,399.00-	13,601.00-	79	62,000.00-	55,586.00-	6,414.00-	90
460529 Assessments-AQM	28,000.00-	23,100.00-	4,900.00-	83	21,000.00-	22,218.00-	1,218.00	106
460530 Inspector Registr-AQ	3,115.00-	2,670.00-	445.00-	86	1,900.00-	3,395.00-	1,495.00	179
460531 Dust Plan-Air Quality	165,000.00-	67,584.00-	97,416.00-	41	165,000.00-	99,344.00-	65,656.00-	60
460532 Plan Rvw Hotel/Motel		189.00-	189.00			69.00-	69.00	
460533 Quick Start		87.00-	87.00			87.00-	87.00	
460534 Child Care Inspection	8,000.00-	5,037.00-	2,963.00-	63	8,300.00-	5,467.00-	2,833.00-	66
460535 Pub Accomod Inspectn	16,000.00-	10,058.00-	5,942.00-	63	17,000.00-	10,358.00-	6,642.00-	61

Washoe County District Health  
REVENUE  
Pds 1-9, FY 2012

Accounts	2012 Plan	2012 Actuals	Balance	Act%	2011 Plan	2011 Actual	Balance	Act%
460570 Education Revenue	13,400.00-	4,408.00-	8,992.00-	33	13,400.00-	8,913.00-	4,487.00-	67
* Charges for Services	1,153,115.00-	895,101.51-	258,013.49-	78	1,149,185.00-	924,402.05-	224,782.95-	80
484050 Donations Federal Pgm Income	41,450.00-	33,494.54-	7,955.46-	81		32,702.89-	32,702.89	
485100 Reimbursements		150.00-	150.00			150.00-	150.00	
485121 Jury Reimbursements		320.00-	320.00					
485300 Other Misc Govt Rev	805,650.00-	1,253.80-	804,396.20-	0		80.50-	80.50	
* Miscellaneous	847,100.00-	35,218.34-	811,881.66-	4		32,933.39-	32,933.39	
** Revenue	10,422,213.17-	5,793,943.83-	4,628,269.34-	56	9,653,815.82-	6,072,244.96-	3,581,570.86-	63

Washoe County District Health  
EXPENSE  
Pds 1-9, FY 2012

Accounts	2012 Plan	2012 Actuals	Balance	Act%	2011 Plan	2011 Actual	Balance	Act%
701110 Base Salaries	9,478,553.73	6,489,181.53	2,989,372.20	68	10,284,441.92	6,826,492.78	3,457,949.14	66
701120 Part Time	542,290.09	409,129.33	133,160.76	75	654,044.80	434,997.73	219,047.07	67
701125 Seasonal Temporary		43.02	43.02-					
701130 Pooled Positions	443,998.50	240,622.42	203,376.08	54	413,252.66	284,189.99	129,062.67	69
701140 Holiday Work	1,200.00	3,662.40	2,462.40-	305	1,200.00	1,969.91	769.91-	164
701200 Incentive Longevity	162,380.00	82,789.21	79,590.79	51	162,000.00	80,444.26	81,555.74	50
701300 Overtime	57,406.25	26,739.68	30,666.57	47	43,664.26	75,449.48	31,785.22-	173
701406 Standby Pay		5,427.32	5,427.32-		30,000.00	26,426.79	3,573.21	88
701408 Call Back	3,000.00	455.62	2,544.38	15	3,000.00	1,611.08	1,388.92	54
701412 Salary Adjustment	96,818.78		96,818.78		48,368.57-		48,368.57-	
701413 Vac Payoff/Sick Pay-Term		132,925.95	132,925.95-			84,627.01	84,627.01-	
701417 Comp Time		14,009.39	14,009.39-			17,002.32	17,002.32-	
701500 Merit Awards	92,818.62-		92,818.62-		120,175.23-		120,175.23-	
* Salaries and Wages	10,692,828.73	7,404,985.87	3,287,842.86	69	11,423,059.84	7,833,211.35	3,589,848.49	69
705110 Group Insurance	1,489,390.16	1,012,280.49	477,109.67	68	1,598,298.03	1,056,693.42	541,604.61	66
705199 Lab Cost Sav-Benef		3,222.00-	3,222.00					
705210 Retirement	2,366,170.12	1,645,322.63	720,847.49	70	2,377,608.28	1,579,031.53	798,576.75	66
705215 Retirement Calculation	355,282.00	5,435.96	349,846.04	2	410,797.00		410,797.00	
705230 Medicare April 1986	137,288.33	98,020.80	39,267.53	71	148,666.06	103,449.44	45,216.62	70
705320 Workmens Comp	63,088.76	44,744.94	18,343.82	71	54,530.00	40,897.53	13,632.47	75
705330 Unemploy Comp	14,892.40	14,892.90	0.50-	100	33,440.00	33,440.01	0.01-	100
705360 Benefit Adjustment	11,708.00		11,708.00		8,471.00		8,471.00	
* Employee Benefits	4,437,819.77	2,817,475.72	1,620,344.05	63	4,631,810.37	2,813,511.93	1,818,298.44	61
710100 Professional Services	1,075,256.42	178,491.98	896,764.44	17	778,812.94	125,743.93	653,069.01	16
710105 Medical Services	8,914.00	1,474.50	7,439.50	17	7,248.00	1,196.50	6,051.50	17
710108 MD Consultants	60,900.00	42,600.00	18,300.00	70	60,900.00	40,087.50	20,812.50	66
710110 Contracted/Temp Services	89,365.00	32,685.97	56,679.03	37	115,801.22	50,263.16	65,538.06	43
710119 Subrecipient Payments	186,242.00	101,612.64	84,629.36	55	186,242.00	136,713.99	49,528.01	73
710200 Service Contract	69,433.00	58,399.69	11,033.31	84	66,915.00	45,406.27	21,508.73	68
710205 Repairs and Maintenance	19,940.00	10,071.95	9,868.05	51	16,864.00	15,190.63	1,673.37	90
710210 Software Maintenance	12,000.00	10,550.00	1,450.00	88	12,000.00	10,550.00	1,450.00	88
710300 Operating Supplies	153,359.00	93,205.74	60,153.26	61	178,347.14	76,990.93	101,356.21	43
710302 Small Tools & Allow	1,685.00		1,685.00		2,185.00	325.50	1,859.50	15
710308 Animal Supplies	2,000.00	323.75	1,676.25	16	2,000.00		2,000.00	
710310 Parts and Supplies						173.11	173.11-	
710319 Chemical Supplies	281,950.00	265,391.74	16,558.26	94	321,741.00	321,497.39	243.61	100
710325 Signs and Markers		1,336.50	1,336.50-					
710334 Copy Machine Expense	29,324.89	17,103.99	12,220.90	58	32,011.00	19,716.90	12,294.10	62
710350 Office Supplies	44,277.01	27,962.17	16,314.84	63	49,948.43	31,606.88	18,341.55	63
710355 Books and Subscriptions	7,684.00	5,392.40	2,291.60	70	11,084.00	4,645.30	6,438.70	42
710360 Postage	21,085.00	12,804.25	8,280.75	61	19,538.00	16,227.23	3,310.77	83
710361 Express and Courier	780.00	244.48	535.52	31	815.00	332.37	482.63	41
710391 Fuel & Lube	100.00		100.00		100.00		100.00	
710500 Other Expense	28,331.31	24,126.14	4,205.17	85	34,355.88	54,218.21	19,862.33-	158
710502 Printing	17,557.00	9,232.74	8,324.26	53	31,886.72	9,821.32	22,065.40	31
710503 Licenses & Permits	8,540.00	5,240.25	3,299.75	61	6,875.00	6,420.00	455.00	93



Washoe County District Health  
EXPENSE  
Pds 1-9, FY 2012

Accounts	2012 Plan	2012 Actuals	Balance	Act%	2011 Plan	2011 Actual	Balance	Act%
710505 Rental Equipment	2,300.00	1,285.00	1,015.00	56	1,800.00	360.00	1,440.00	20
710506 Dept Insurance Deductible		150.00	150.00-			326.19	326.19-	
710507 Network and Data Lines	5,960.00	9,068.31	3,108.31-	152	5,460.00	6,008.22	548.22-	110
710508 Telephone Land Lines	46,189.00	28,234.62	17,954.38	61	53,739.92	30,906.32	22,833.60	58
710509 Seminars and Meetings	32,440.00	23,514.69	8,925.31	72	38,233.00	30,101.18	8,131.82	79
710512 Auto Expense	23,268.00	9,946.98	13,321.02	43	16,457.00	8,591.85	7,865.15	52
710514 Regulatory Assessments		11,920.00	11,920.00-			27.99	27.99-	
710519 Cellular Phone	17,240.00	10,212.70	7,027.30	59	13,410.00	12,808.83	601.17	96
710529 Dues	6,886.00	7,130.00	244.00-	104	6,961.00	8,605.00	1,644.00-	124
710535 Credit Card Fees	10,495.00	7,185.71	3,309.29	68	10,545.00	7,344.43	3,200.57	70
710546 Advertising	34,885.52	61,623.09	26,737.57-	177	27,534.70	29,127.18	1,592.48-	106
710551 Cash Discounts Lost		280.82	280.82-			95.15	95.15-	
710552 Moving Costs		1,046.14	1,046.14-					
710577 Uniforms & Special Clothing	3,150.00	2,304.60	845.40	73	3,450.00	695.73	2,754.27	20
710585 Undesignated Budget	923,058.00		923,058.00		3,155.00-		3,155.00-	
710600 LT Lease-Office Space	113,439.00	93,114.86	20,324.14	82	120,932.89	93,261.51	27,671.38	77
710703 Biologicals	242,794.79	133,181.62	109,613.17	55	313,025.68	105,866.10	207,159.58	34
710714 Referral Services	9,040.00	4,068.00	4,972.00	45	11,300.00	3,400.00	7,900.00	30
710721 Outpatient	97,399.00	45,797.35	51,601.65	47	122,249.97	55,955.28	66,294.69	46
710872 Food Purchases	3,726.00	1,362.75	2,363.25	37	3,001.00	1,890.28	1,110.72	63
711010 Utilities	3,483.00		3,483.00		1,100.00	1,212.00	112.00-	110
711100 ESD Asset Management	17,160.00	13,494.00	3,666.00	79	21,600.00	15,000.00	6,600.00	69
711113 Equip Srv Replace	44,139.00	34,489.58	9,649.42	78	41,946.18	33,476.60	8,469.58	80
711114 Equip Srv O & M	57,849.02	31,256.74	26,592.28	54	58,538.39	36,030.13	22,508.26	62
711115 Equip Srv Motor Pool		15,625.48	15,625.48-			5,359.70	3,034.70-	231
711117 ESD Fuel Charge	48,768.76	37,698.94	11,069.82	77	41,646.75	34,852.85	6,793.90	84
711119 Prop & Liab Billings	77,036.32	57,777.21	19,259.11	75	72,200.00	54,149.94	18,050.06	75
711210 Travel	161,631.00	40,743.92	120,887.08	25	206,274.25	54,760.41	151,513.84	27
711300 Cash Over Short		3.00-	3.00			24.27-	24.27	
711504 Equipment nonCapital	54,484.98	101,764.40	47,279.42-	187	83,660.37	69,132.82	14,527.55	83
* Services and Supplies	4,155,546.02	1,682,525.39	2,473,020.63	40	3,209,906.43	1,666,448.54	1,543,457.89	52
781004 Equipment Capital	509,009.12	262,214.75	246,794.37	52	323,318.72	43,283.58	280,035.14	13
* Capital Outlay	509,009.12	262,214.75	246,794.37	52	323,318.72	43,283.58	280,035.14	13
** Expenses	19,795,203.64	12,167,201.73	7,628,001.91	61	19,588,095.36	12,356,455.40	7,231,639.96	63
621001 Transfer From General	7,250,850.00-	2,819,120.71-	4,431,729.29-	39	8,192,500.00-	3,413,540.00-	4,778,960.00-	42
* Transfers In	7,250,850.00-	2,819,120.71-	4,431,729.29-	39	8,192,500.00-	3,413,540.00-	4,778,960.00-	42
** Other Financing Src/Use	7,250,850.00-	2,819,120.71-	4,431,729.29-	39	8,192,500.00-	3,413,540.00-	4,778,960.00-	42
*** Total	2,122,140.47	3,554,137.19	1,431,996.72-	167	1,741,779.54	2,870,670.44	1,128,890.90-	165

Washoe County Health District  
Administrative Health Services  
Pds 1-9, FY 2012

Accounts	2012 Plan	2012 Actuals	Balance	Act%	2011 Plan	2011 Actual	Balance	Act%
431100 Federal Grants	1,191,109.00-	772,430.77-	418,678.23-	65	1,191,109.00-	681,373.95-	509,735.05-	57
431105 Federal Grants - Indirect		28,103.25-	28,103.25					
* Intergovernmental	1,191,109.00-	800,534.02-	390,574.98-	67	1,191,109.00-	681,373.95-	509,735.05-	57
460512 Duplication Service Fees		8.00-	8.00		115.00-		115.00-	
* Charges for Services		8.00-	8.00		115.00-		115.00-	
485121 Jury Reimbursements		200.00-	200.00					
* Miscellaneous		200.00-	200.00					
** Revenue	1,191,109.00-	800,742.02-	390,366.98-	67	1,191,224.00-	681,373.95-	509,850.05-	57
701110 Base Salaries	1,672,188.45	1,210,861.64	461,326.81	72	1,806,128.35	1,227,723.42	578,404.93	68
701120 Part Time	24,218.74	17,074.86	7,143.88	71	24,427.89	16,623.72	7,804.17	68
701130 Pooled Positions	24,125.42	10,312.55	13,812.87	43	83,483.00	22,250.48	61,232.52	27
701140 Holiday Work						484.11	484.11-	
701200 Incentive Longevity	31,900.00	15,190.38	16,709.62	48	29,800.00	14,559.62	15,240.38	49
701300 Overtime	2,100.00	2,693.63	593.63-	128	1,000.00	11,166.32	10,166.32-	1,117
701412 Salary Adjustment	58,579.12		58,579.12		5,347.52-		5,347.52-	
701413 Vac Payoff/Sick Pay-Term		388.28	388.28-			10,715.38	10,715.38-	
701417 Comp Time		0.48	0.48-					
* Salaries and Wages	1,813,111.73	1,256,521.82	556,589.91	69	1,939,491.72	1,303,523.05	635,968.67	67
705110 Group Insurance	271,401.01	198,257.62	73,143.39	73	288,679.65	201,196.47	87,483.18	70
705199 Lab Cost Sav-Benef		649.40-	649.40					
705210 Retirement	402,901.49	289,237.54	113,663.95	72	394,720.53	266,215.45	128,505.08	67
705215 Retirement Calculation	355,282.00		355,282.00		410,797.00		410,797.00	
705230 Medicare April 1986	24,227.84	17,400.11	6,827.73	72	26,138.11	18,159.50	7,978.61	69
705320 Workmens Comp	12,363.45	9,272.61	3,090.84	75	10,332.00	7,748.91	2,583.09	75
705330 Unemploy Comp	2,920.50	2,920.50		100	6,336.00	6,335.97	0.03	100
* Employee Benefits	1,069,096.29	516,438.98	552,657.31	48	1,137,003.29	499,656.30	637,346.99	44
710100 Professional Services	9,500.00	9,323.88	176.12	98	2,300.00	3,255.00	955.00-	142
710105 Medical Services	350.00		350.00			207.00	207.00-	
710110 Contracted/Temp Services		13,899.22	13,899.22-					
710200 Service Contract	1,500.00	2.45	1,497.55	0	750.00	850.98	100.98-	113
710205 Repairs and Maintenance	400.00	4,820.43	4,420.43-	1,205	700.00	43.16	656.84	6
710300 Operating Supplies	17,251.00	16,766.31	484.69	97	26,100.00	9,075.85	17,024.15	35
710334 Copy Machine Expense	5,680.00	4,166.40	1,513.60	73	11,594.00	3,559.03	8,034.97	31
710350 Office Supplies	11,900.00	9,087.27	2,812.73	76	16,200.00	7,060.72	9,139.28	44
710355 Books and Subscriptions	1,350.00	1,553.95	203.95-	115	1,350.00	1,420.85	70.85-	105
710360 Postage	1,175.00	618.59	556.41	53	1,550.00	847.27	702.73	55
710361 Express and Courier	100.00		100.00		100.00	14.56	85.44	15
710500 Other Expense	1,600.00	1,017.75	582.25	64	1,100.00	907.55	192.45	83
710502 Printing	2,080.00	928.96	1,151.04	45	9,050.00	757.00	8,293.00	8
710503 Licenses & Permits	2,490.00	1,851.00	639.00	74	2,300.00	905.00	1,395.00	39
710507 Network and Data Lines	630.00	351.16	278.84	56	480.00	323.67	156.33	67
710508 Telephone Land Lines	11,340.00	6,068.67	5,271.33	54	11,380.00	6,566.01	4,813.99	58
710509 Seminars and Meetings	7,400.00	4,281.00	3,119.00	58	5,300.00	2,997.18	2,302.82	57
710512 Auto Expense	3,900.00	2,735.45	1,164.55	70	3,900.00	1,044.44	2,855.56	27
710519 Cellular Phone	1,470.00	1,767.13	297.13-	120	250.00	1,069.56	819.56-	428
710529 Dues	2,850.00	2,258.00	592.00	79	2,850.00	515.00	2,335.00	18

Washoe County Health District  
Administrative Health Services  
Pds 1-9, FY 2012

Accounts	2012 Plan	2012 Actuals	Balance	Act%	2011 Plan	2011 Actual	Balance	Act%
710546 Advertising	150.00		150.00		150.00	80.69	69.31	54
710552 Moving Costs		1,046.14	1,046.14-					
710600 LT Lease-Office Space	71,788.00	59,414.86	12,373.14	83	80,296.00	59,554.91	20,741.09	74
710872 Food Purchases	150.00		150.00		150.00		150.00	
711010 Utilities	1,000.00		1,000.00		100.00	330.00	230.00-	330
711100 ESD Asset Management	312.00	234.00	78.00	75	360.00	270.00	90.00	75
711114 Equip Srv O & M	767.04	463.65	303.39	60	702.30	516.90	185.40	74
711115 Equip Srv Motor Pool		50.00	50.00-		1,000.00	645.00	355.00	65
711117 ESD Fuel Charge	557.28	506.44	50.84	91	509.46	465.21	44.25	91
711119 Prop & Liab Billings	15,154.15	11,365.56	3,788.59	75	13,680.00	10,259.91	3,420.09	75
711210 Travel	17,000.00	7,082.90	9,917.10	42	17,500.00	7,211.78	10,288.22	41
711300 Cash Over Short		3.00-	3.00			0.68	0.68-	
711504 Equipment nonCapital	1,650.00	16,169.97	14,519.97-	980	1,700.00	5,678.11	3,978.11-	334
* Services and Supplies	191,494.47	177,828.14	13,666.33	93	213,401.76	126,433.02	86,968.74	59
** Expenses	3,073,702.49	1,950,788.94	1,122,913.55	63	3,289,896.77	1,929,612.37	1,360,284.40	59
*** Total	1,882,593.49	1,150,046.92	732,546.57	61	2,098,672.77	1,248,238.42	850,434.35	59

Washoe County Health District  
Air Quality Division  
Pds 1-9, FY 2012

Accounts	2012 Plan	2012 Actuals	Balance	Act%	2011 Plan	2011 Actual	Balance	Act%
422510 Air Pollution Permits	370,485.00-	236,086.50-	134,398.50-	64	391,000.00-	273,458.50-	117,541.50-	70
* Licenses and Permits	370,485.00-	236,086.50-	134,398.50-	64	391,000.00-	273,458.50-	117,541.50-	70
431100 Federal Grants	863,531.00-	267,319.74-	596,211.26-	31	686,099.00-	461,580.85-	224,518.15-	67
431105 Federal Grants - Indirect		5,921.26-	5,921.26			17,900.15-	17,900.15	
432100 State Grants	230,000.00-	230,000.00-		100	140,000.00-	140,000.00-		100
432311 Pol Ctrl 455B.830	297,006.07-	235,393.00-	61,613.07-	79	290,140.86-	229,370.00-	60,770.86-	79
* Intergovernmental	1,390,537.07-	738,634.00-	651,903.07-	53	1,116,239.86-	848,851.00-	267,388.86-	76
460513 Other Healt Service Charges						701.00-	701.00	
460526 Plan Review-Air Quality	25,000.00-	22,578.00-	2,422.00-	90	11,270.00-	21,467.00-	10,197.00-	190
460527 NOE-AQM	76,000.00-	70,670.00-	5,330.00-	93	40,000.00-	58,090.00-	18,090.00-	145
460528 NESHAP-AQM	66,000.00-	52,399.00-	13,601.00-	79	62,000.00-	55,586.00-	6,414.00-	90
460529 Assessments-AQM	28,000.00-	23,100.00-	4,900.00-	83	21,000.00-	22,218.00-	1,218.00-	106
460530 Inspector Registr-AQ	3,115.00-	2,670.00-	445.00-	86	1,900.00-	3,395.00-	1,495.00-	179
460531 Dust Plan-Air Quality	165,000.00-	67,584.00-	97,416.00-	41	165,000.00-	99,344.00-	65,656.00-	60
* Charges for Services	363,115.00-	239,001.00-	124,114.00-	66	301,170.00-	260,801.00-	40,369.00-	87
485100 Reimbursements		150.00-	150.00					
485300 Other Misc Govt Rev		423.30-	423.30			55.50-	55.50	
* Miscellaneous		573.30-	573.30			55.50-	55.50	
** Revenue	2,124,137.07-	1,214,294.80-	909,842.27-	57	1,808,409.86-	1,383,166.00-	425,243.86-	76
701110 Base Salaries	1,292,212.29	818,758.13	473,454.16	63	1,368,978.42	952,159.79	416,818.63	70
701125 Seasonal Temporary		43.02	43.02-					
701130 Pooled Positions	28,000.00	6,697.93	21,302.07	24	18,000.00	14,647.04	3,352.96	81
701140 Holiday Work		467.05	467.05-					
701200 Incentive Longevity	22,400.00	9,723.85	12,676.15	43	23,000.00	10,575.02	12,424.98	46
701300 Overtime	7,599.56	3,143.15	4,456.41	41	6,576.10	3,019.56	3,556.54	46
701408 Call Back						101.02	101.02-	
701413 Vac Payoff/Sick Pay-Term		60,347.70	60,347.70-			42,911.41	42,911.41-	
701417 Comp Time		5,358.86	5,358.86-			11,850.01	11,850.01-	
* Salaries and Wages	1,350,211.85	904,539.69	445,672.16	67	1,416,554.52	1,035,263.85	381,290.67	73
705110 Group Insurance	177,040.72	111,417.17	65,623.55	63	175,898.81	124,503.73	51,395.08	71
705199 Lab Cost Sav-Benef		624.40-	624.40					
705210 Retirement	305,669.98	195,478.76	110,191.22	64	299,272.94	206,679.14	92,593.80	69
705230 Medicare April 1986	18,443.93	12,332.60	6,111.33	67	18,558.58	13,717.79	4,840.79	74
705320 Workmens Comp	7,543.80	5,657.85	1,885.95	75	5,740.00	4,304.97	1,435.03	75
705330 Unemploy Comp	1,782.00	1,782.00		100	3,520.00	3,519.99	0.01	100
* Employee Benefits	510,480.43	326,043.98	184,436.45	64	502,990.33	352,725.62	150,264.71	70
710100 Professional Services	298,767.94	283.00	298,484.94	0	205,628.23	31,401.16	174,227.07	15
710105 Medical Services	1,316.00	323.50	992.50	25		628.00	628.00-	
710110 Contracted/Temp Services					40,000.00		40,000.00	
710200 Service Contract	500.00	262.36	237.64	52	350.00	252.92	97.08	72
710205 Repairs and Maintenance	11,730.00	1,081.01	10,648.99	9	7,000.00	11,592.76	4,592.76-	166
710210 Software Maintenance		1,550.00	1,550.00-			1,550.00	1,550.00-	
710300 Operating Supplies	8,600.00	7,277.78	1,322.22	85	9,100.00	8,198.08	901.92	90
710310 Parts and Supplies						173.11	173.11-	
710334 Copy Machine Expense	4,400.00	2,764.39	1,635.61	63	4,400.00	3,464.40	935.60	79
710350 Office Supplies	4,000.00	2,532.32	1,467.68	63	4,000.00	4,689.08	689.08-	117

Washoe County Health District  
Air Quality Division  
Pds 1-9, FY 2012

Accounts	2012 Plan	2012 Actuals	Balance	Act%	2011 Plan	2011 Actual	Balance	Act%
710355 Books and Subscriptions	224.00	268.37	44.37-	120	224.00	242.82	18.82-	108
710360 Postage	2,900.00	2,130.25	769.75	73	2,200.00	2,070.32	129.68	94
710361 Express and Courier	175.00	114.24	60.76	65	200.00	127.34	127.66	36
710500 Other Expense	100.00	1,302.89	1,202.89-	1,303	200.00	57.00	143.00	29
710502 Printing	800.00	428.49	371.51	54	1,000.00	698.53	301.47	70
710503 Licenses & Permits	135.00		135.00		90.00		90.00	
710505 Rental Equipment	1,800.00		1,800.00		1,800.00		1,800.00	
710506 Dept Insurance Deductible						150.00	150.00-	
710507 Network and Data Lines		4,145.00	4,145.00-			1,560.00	1,560.00-	
710508 Telephone Land Lines	6,500.00	3,162.00	3,338.00	49	7,000.00	4,452.37	2,547.63	64
710509 Seminars and Meetings	5,000.00	1,570.19	3,429.81	31	5,000.00	2,820.00	2,180.00	56
710512 Auto Expense	1,000.00	334.70	665.30	33	1,200.00	164.12	1,035.88	14
710519 Cellular Phone	4,700.00	2,979.90	1,720.10	63	3,800.00	3,927.97	127.97-	103
710529 Dues	435.00	2,750.00	2,315.00-	632	435.00	3,451.00	3,016.00-	793
710535 Credit Card Fees	1,500.00	1,212.43	287.57	81	1,500.00	863.40	636.60	58
710546 Advertising	1,000.00	11,915.36	10,915.36-	1,192	1,000.00	406.50	593.50	41
710577 Uniforms & Special Clothing	1,100.00	1,686.90	586.90-	153	1,100.00		1,100.00	
710721 Outpatient					1,316.00		1,316.00	
711100 ESD Asset Management	2,808.00	2,106.00	702.00	75	2,880.00	2,460.00	420.00	85
711113 Equip Srv Replace	13,719.96	11,685.74	2,034.22	85	7,677.51	10,380.34	2,702.83-	135
711114 Equip Srv O & M	12,963.22	5,887.41	7,075.81	45	13,966.50	7,970.71	5,995.79	57
711115 Equip Srv Motor Pool						325.00	325.00-	
711117 ESD Fuel Charge	10,520.54	8,672.39	1,848.15	82	11,125.62	8,033.17	3,092.45	72
711119 Prop & Liab Billings	9,246.60	6,934.95	2,311.65	75	7,600.00	5,699.97	1,900.03	75
711210 Travel	31,000.00	3,834.00	27,166.00	12	28,500.00	7,572.82	20,927.18	27
711504 Equipment nonCapital	24,000.00	28,896.76	4,896.76-	120	14,000.00	15,623.02	1,623.02-	112
* Services and Supplies	460,941.26	118,092.33	342,848.93	26	384,292.86	140,950.91	243,341.95	37
781004 Equipment Capital	330,432.00	116,338.60	214,093.40	35	92,697.72	43,283.58	49,414.14	47
* Capital Outlay	330,432.00	116,338.60	214,093.40	35	92,697.72	43,283.58	49,414.14	47
** Expenses	2,652,065.54	1,465,014.60	1,187,050.94	55	2,396,535.43	1,572,223.96	824,311.47	66
*** Total	527,928.47	250,719.80	277,208.67	47	588,125.57	189,057.96	399,067.61	32

Washoe County Health District  
Community and Clinical Health Services  
Pds 1-9, FY 2012

Accounts	2012 Plan	2012 Actuals	Balance	Act%	2011 Plan	2011 Actual	Balance	Act%
431100 Federal Grants	2,350,745.00-	1,262,595.94-	1,088,149.06-	54	2,364,508.70-	1,429,997.29-	934,511.41-	60
431105 Federal Grants - Indirect		4,676.54-	4,676.54			17,106.62-	17,106.62	
432100 State Grants	153,327.00-	18,103.35-	135,223.65-	12	255,737.42-	94,908.25-	160,829.17-	37
* Intergovernmental	2,504,072.00-	1,285,375.83-	1,218,696.17-	51	2,620,246.12-	1,542,012.16-	1,078,233.96-	59
460500 Other Immunizations	89,000.00-	65,148.73-	23,851.27-	73	85,000.00-	65,484.44-	19,515.56-	77
460501 Medicaid Clinical Services	40,300.00-	12,945.42-	27,354.58-	32	32,000.00-	37,147.98-	5,147.98	116
460503 Childhood Immunizations	59,000.00-	21,115.54-	37,884.46-	36	140,000.00-	40,201.40-	99,798.60-	29
460508 Tuberculosis	6,250.00-	2,891.54-	3,358.46-	46	7,000.00-	4,772.36-	2,227.64-	68
460515 Medicare Reimbursement	300.00-		300.00-		500.00-	310.23-	189.77-	62
460516 Pgm Inc-3rd Prty Rec	4,750.00-	8,752.83-	4,002.83	184	6,500.00-	18,375.85-	11,875.85	283
460517 Influenza Immunization	7,000.00-	5,354.99-	1,645.01-	76	12,000.00-	6,490.99-	5,509.01-	54
460518 STD Fees	28,000.00-	16,067.76-	11,932.24-	57	30,000.00-	23,038.97-	6,961.03-	77
460524 Family Planning	44,000.00-	23,288.31-	20,711.69-	53	66,000.00-	33,083.00-	32,917.00-	50
460570 Education Revenue	11,000.00-	3,383.00-	7,617.00-	31	11,000.00-	7,219.00-	3,781.00-	66
* Charges for Services	289,600.00-	158,948.12-	130,651.88-	55	390,000.00-	236,124.22-	153,875.78-	61
484050 Donations Federal Pgm Income	41,450.00-	33,494.54-	7,955.46-	81		32,702.89-	32,702.89	
485300 Other Misc Govt Rev		830.50-	830.50-					
* Miscellaneous	41,450.00-	34,325.04-	7,124.96-	83		32,702.89-	32,702.89	
** Revenue	2,835,122.00-	1,478,648.99-	1,356,473.01-	52	3,010,246.12-	1,810,839.27-	1,199,406.85-	60
701110 Base Salaries	2,290,226.58	1,589,808.06	700,418.52	69	2,598,654.20	1,728,398.20	870,256.00	67
701120 Part Time	518,071.35	391,855.79	126,215.56	76	573,266.06	400,630.45	172,635.61	70
701130 Pooled Positions	258,126.08	137,427.45	120,698.63	53	168,345.03	140,500.73	27,844.30	83
701140 Holiday Work		822.03	822.03-					
701200 Incentive Longevity	44,097.00	29,096.16	15,000.84	66	52,628.00	28,123.63	24,504.37	53
701300 Overtime	8,606.69	21.75-	8,628.44	0-	300.00	9,755.66	9,455.66-	3,252
701412 Salary Adjustment	998.39		998.39		175,244.98-		175,244.98-	
701413 Vac Payoff/Sick Pay-Term		9,289.66	9,289.66-			10,684.89	10,684.89-	
701417 Comp Time		2,423.57	2,423.57-			194.12	194.12-	
701500 Merit Awards					53,002.53		53,002.53	
* Salaries and Wages	3,120,126.09	2,160,700.97	959,425.12	69	3,270,950.84	2,318,287.68	952,663.16	71
705110 Group Insurance	433,145.91	275,006.42	158,139.49	63	473,252.59	291,418.44	181,834.15	62
705199 Lab Cost Sav-Benef		649.40-	649.40					
705210 Retirement	670,286.51	475,931.06	194,355.45	71	695,312.38	464,140.29	231,172.09	67
705230 Medicare April 1986	37,606.78	27,440.78	10,166.00	73	42,923.94	29,894.48	13,029.46	70
705320 Workmens Comp	17,766.03	10,752.75	7,013.28	61	17,220.00	12,915.09	4,304.91	75
705330 Unemploy Comp	4,196.70	4,197.20	0.50-	100	10,560.00	10,560.03	0.03-	100
* Employee Benefits	1,163,001.93	792,678.81	370,323.12	68	1,239,268.91	808,928.33	430,340.58	65
710100 Professional Services	160,510.33	94,206.91	66,303.42	59	99,458.00	59,922.04	39,535.96	60
710105 Medical Services	600.00	513.00	87.00	86	600.00	186.00	414.00	31
710108 MD Consultants	48,900.00	32,600.00	16,300.00	67	48,900.00	32,087.50	16,812.50	66
710110 Contracted/Temp Services	2,555.00	5,308.45	2,753.45-	208	3,355.00		3,355.00	
710119 Subrecipient Payments	186,242.00	101,612.64	84,629.36	55	186,242.00	136,713.99	49,528.01	73
710200 Service Contract	4,938.00	2,943.08	1,994.92	60	4,395.00	4,605.84	210.84-	105
710205 Repairs and Maintenance	5,710.00	2,673.37	3,036.63	47	6,786.00	2,204.22	4,581.78	32
710300 Operating Supplies	75,539.00	57,265.02	18,273.98	76	61,200.00	35,245.29	25,954.71	58
710334 Copy Machine Expense	13,775.00	7,483.96	6,291.04	54	12,310.00	8,948.39	3,361.61	73

Washoe County Health District  
Community and Clinical Health Services  
Pds 1-9, FY 2012

Accounts	2012 Plan	2012 Actuals	Balance	Act%	2011 Plan	2011 Actual	Balance	Act%
710350 Office Supplies	11,877.01	7,662.45	4,214.56	65	9,720.01	8,210.80	1,509.21	84
710355 Books and Subscriptions	1,200.00	1,793.08	593.08-	149	1,900.00	982.06	917.94	52
710360 Postage	4,740.00	2,401.18	2,338.82	51	4,840.00	3,778.96	1,061.04	78
710361 Express and Courier	320.00	68.48	251.52	21	290.00	132.42	157.58	46
710500 Other Expense	18,990.31	12,527.52	6,462.79	66	19,131.67	9,023.34	10,108.33	47
710502 Printing	6,277.00	3,571.20	2,705.80	57	6,060.00	3,630.10	2,429.90	60
710503 Licenses & Permits	3,325.00	1,244.25	2,080.75	37	2,150.00	3,035.00	885.00-	141
710507 Network and Data Lines	2,280.00	2,813.35	533.35-	123	2,280.00	1,817.35	462.65	80
710508 Telephone Land Lines	13,394.00	9,209.50	4,184.50	69	14,580.00	9,835.98	4,744.02	67
710509 Seminars and Meetings	6,600.00	5,245.00	1,355.00	79	7,550.00	6,465.00	1,085.00	86
710512 Auto Expense	13,043.00	6,124.31	6,918.69	47	11,057.00	6,986.51	4,070.49	63
710519 Cellular Phone	540.00	315.94	224.06	59	505.00	504.32	0.68	100
710529 Dues	1,350.00	330.00	1,020.00	24	1,100.00	2,294.00	1,194.00-	209
710535 Credit Card Fees	3,730.00	1,850.01	1,879.99	50	4,245.00	2,960.30	1,284.70	70
710546 Advertising	29,810.52	43,423.70	13,613.18-	146	24,264.70	24,958.44	693.74-	103
710551 Cash Discounts Lost		243.26	243.26-					
710577 Uniforms & Special Clothing	350.00		350.00		650.00		650.00	
710703 Biologicals	239,040.00	132,897.62	106,142.38	56	308,879.00	105,474.10	203,404.90	34
710714 Referral Services	9,040.00	4,068.00	4,972.00	45	11,300.00	3,400.00	7,900.00	30
710721 Outpatient	95,264.00	45,199.55	50,064.45	47	117,933.97	55,411.52	62,522.45	47
710872 Food Purchases	3,026.00	1,085.82	1,940.18	36	2,851.00	1,398.40	1,452.60	49
711010 Utilities	2,303.00		2,303.00		1,000.00	702.00	298.00	70
711100 ESD Asset Management					360.00	30.00	330.00	8
711113 Equip Srv Replace					1,047.46	28.65	1,018.81	3
711114 Equip Srv O & M					472.80		472.80	
711115 Equip Srv Motor Pool		132.50	132.50-		1,125.00	625.00	500.00	56
711117 ESD Fuel Charge						379.63	379.63-	
711119 Prop & Liab Billings	21,776.21	16,332.12	5,444.09	75	22,800.00	17,100.00	5,700.00	75
711210 Travel	27,781.00	7,750.43	20,030.57	28	36,672.53	10,909.13	25,763.40	30
711300 Cash Over Short						4.95-	4.95	
711504 Equipment nonCapital	13,093.00	16,856.12	3,763.12-	129	4,876.00	2,936.69	1,939.31	60
* Services and Supplies	1,027,919.38	627,751.82	400,167.56	61	1,042,887.14	562,918.02	479,969.12	54
** Expenses	5,311,047.40	3,581,131.60	1,729,915.80	67	5,553,106.89	3,690,134.03	1,862,972.86	66
*** Total	2,475,925.40	2,102,482.61	373,442.79	85	2,542,860.77	1,879,294.76	663,566.01	74

Washoe County Health District  
Environmental Health Services  
Pds 1-9, FY 2012

Accounts	2012 Plan	2012 Actuals	Balance	Act%	2011 Plan	2011 Actual	Balance	Act%
422503 Environmental Permits	46,900.00-	39,013.00-	7,887.00-	83	43,000.00-	40,459.00-	2,541.00-	94
422504 Pool Permits	63,000.00-	40,324.85-	22,675.15-	64	63,000.00-	37,024.00-	25,976.00-	59
422505 RV Permits	9,700.00-	7,888.00-	1,812.00-	81	10,500.00-	7,770.00-	2,730.00-	74
422507 Food Service Permits	342,000.00-	259,937.00-	82,063.00-	76	342,000.00-	271,972.00-	70,028.00-	80
422508 Wat Well Const Perm	27,000.00-	7,594.00-	19,406.00-	28	34,500.00-	16,442.00-	18,058.00-	48
422509 Water Company Permits	3,500.00-	2,106.00-	1,394.00-	60	4,000.00-	2,567.00-	1,433.00-	64
422511 ISDS Permits	47,000.00-	39,575.00-	7,425.00-	84	47,000.00-	39,554.00-	7,446.00-	84
422513 Special Event Permits	74,000.00-	46,953.00-	27,047.00-	63	70,500.00-	46,604.00-	23,896.00-	66
422514 Initial Applic Fee	25,000.00-	16,686.00-	8,314.00-	67	35,000.00-	22,970.00-	12,030.00-	66
* Licenses and Permits	638,100.00-	460,076.85-	178,023.15-	72	649,500.00-	485,362.00-	164,138.00-	75
431100 Federal Grants	277,000.00-	164,282.18-	112,717.82-	59	311,029.78-	174,565.73-	136,464.05-	56
432100 State Grants	75,000.00-	37,500.00-	37,500.00-	50	75,000.00-	56,250.00-	18,750.00-	75
432310 Tire Fee NRS 444A.090	452,000.00-	333,043.06-	118,956.94-	74	370,535.00-	357,042.56-	13,492.44-	96
* Intergovernmental	804,000.00-	534,825.24-	269,174.76-	67	756,564.78-	587,858.29-	168,706.49-	78
460509 Water Quality		378.00-	378.00			432.00-	432.00	
460510 IT Overlay	96,800.00-	67,362.00-	29,438.00-	70	111,000.00-	69,203.00-	41,797.00-	62
460512 Duplication Service Fees		241.39-	241.39			583.22-	583.22	
460513 Other Healt Service Charges	2,700.00-	2,434.00-	266.00-	90	2,700.00-	6,710.25-	4,010.25	249
460514 Food Service Certification	9,000.00-	16,418.00-	7,418.00	182	8,000.00-	10,536.00-	2,536.00	132
460520 Eng Serv Health	42,000.00-	23,489.00-	18,511.00-	56	55,000.00-	29,217.00-	25,783.00-	53
460521 Plan Review - Pools & Spas	2,500.00-	3,820.00-	1,320.00	153	2,500.00-	4,273.00-	1,773.00	171
460523 Plan Review - Food Services	17,000.00-	13,875.00-	3,125.00-	82	17,000.00-	18,184.15-	1,184.15	107
460525 Plan Review - Vector	24,000.00-	21,029.00-	2,971.00-	88	24,000.00-	26,742.00-	2,742.00	111
460532 Plan Rvw Hotel/Motel		189.00-	189.00			69.00-	69.00	
460533 Quick Start		87.00-	87.00			87.00-	87.00	
460534 Child Care Inspection	8,000.00-	5,037.00-	2,963.00-	63	8,300.00-	5,467.00-	2,833.00-	66
460535 Pub Accomod Inspectr	16,000.00-	10,058.00-	5,942.00-	63	17,000.00-	10,358.00-	6,642.00-	61
460570 Education Revenue	2,400.00-	1,025.00-	1,375.00-	43	2,400.00-	1,694.00-	706.00-	71
* Charges for Services	220,400.00-	165,442.39-	54,957.61-	75	247,900.00-	183,555.62-	64,344.38-	74
485100 Reimbursements						150.00-	150.00	
485121 Jury Reimbursements		120.00-	120.00					
* Miscellaneous		120.00-	120.00			150.00-	150.00	
** Revenue	1,662,500.00-	1,160,464.48-	502,035.52-	70	1,653,964.78-	1,256,925.91-	397,038.87-	76
701110 Base Salaries	2,981,274.44	2,102,179.91	879,094.53	71	3,313,782.63	2,157,288.60	1,156,494.03	65
701130 Pooled Positions	103,247.00	86,184.49	17,062.51	83	113,422.64	106,619.98	6,802.66	94
701140 Holiday Work	1,200.00	2,373.32	1,173.32-	198	1,200.00	671.28	528.72	56
701200 Incentive Longevity	53,100.00	23,630.76	29,469.24	45	48,750.00	23,100.00	25,650.00	47
701300 Overtime	34,000.00	20,385.20	13,614.80	60	33,788.00	28,020.93	5,767.07	83
701406 Standby Pay		5,427.32	5,427.32-		30,000.00	26,426.79	3,573.21	88
701408 Call Back	3,000.00	455.62	2,544.38	15	3,000.00	1,510.06	1,489.94	50
701413 Vac Payoff/Sick Pay-Term		44,554.48	44,554.48-					
701417 Comp Time		393.81	393.81-					
701500 Merit Awards	92,818.62-		92,818.62-		173,177.76-		173,177.76-	
* Salaries and Wages	3,083,002.82	2,285,584.91	797,417.91	74	3,370,765.51	2,343,637.64	1,027,127.87	70
705110 Group Insurance	454,634.94	319,410.83	135,224.11	70	496,011.19	334,153.23	161,857.96	67
705199 Lab Cost Sav-Benef		649.40-	649.40					
705210 Retirement	709,981.00	502,217.77	207,763.23	71	724,004.28	474,275.54	249,728.74	66
705230 Medicare April 1986	40,395.20	29,663.56	10,731.64	73	43,660.48	29,994.57	13,665.91	69



Washoe County Health District  
Environmental Health Services  
Pds 1-9, FY 2012

Accounts	2012 Plan	2012 Actuals	Balance	Act%	2011 Plan	2011 Actual	Balance	Act%
705320 Workmens Comp	18,966.18	14,224.68	4,741.50	75	16,072.00	12,054.06	4,017.94	75
705330 Unempty Comp	4,480.20	4,480.20		100	9,856.00	9,856.02	0.02-	100
* Employee Benefits	1,228,457.52	869,347.64	359,109.88	71	1,289,603.95	860,333.42	429,270.53	67
710100 Professional Services	490,885.57	7,986.00	482,899.57	2	257,890.90	7,895.50	249,995.40	3
710105 Medical Services	6,548.00	557.00	5,991.00	9	6,548.00	175.50	6,372.50	3
710110 Contracted/Temp Services	55,225.00	12,892.70	42,332.30	23	29,194.00	19,212.60	9,981.40	66
710200 Service Contract	60,300.00	50,036.68	10,263.32	83	59,800.00	37,452.70	22,347.30	63
710205 Repairs and Maintenance	1,100.00	1,084.94	15.06	99	1,000.00	1,255.54	255.54-	126
710300 Operating Supplies	20,100.00	5,360.12	14,739.88	27	22,225.00	5,599.22	16,625.78	25
710302 Small Tools & Allow	1,685.00		1,685.00		2,185.00	325.50	1,859.50	15
710308 Animal Supplies	2,000.00	323.75	1,676.25	16	2,000.00		2,000.00	
710319 Chemical Supplies	281,950.00	265,391.74	16,558.26	94	321,741.00	321,497.39	243.61	100
710334 Copy Machine Expense	2,250.00	1,218.82	1,031.18	54	930.00	1,420.91	490.91-	153
710350 Office Supplies	9,500.00	4,605.17	4,894.83	48	10,000.00	6,016.62	3,983.38	60
710355 Books and Subscriptions	2,400.00	783.70	1,616.30	33	5,400.00	1,229.47	4,170.53	23
710360 Postage	9,300.00	5,794.04	3,505.96	62	7,800.00	7,784.26	15.74	100
710361 Express and Courier	175.00	44.66	130.34	26	225.00	80.61	144.39	36
710391 Fuel & Lube	100.00		100.00		100.00		100.00	
710500 Other Expense	5,800.00	2,304.00	3,496.00	40	5,800.00	37,632.82	31,832.82-	649
710502 Printing	4,025.00	2,467.33	1,557.67	61	3,925.00	2,841.50	1,083.50	72
710503 Licenses & Permits	2,590.00	2,145.00	445.00	83	2,335.00	2,480.00	145.00-	106
710506 Dept Insurance Deductible		150.00	150.00-			176.19	176.19-	
710507 Network and Data Lines	2,500.00	1,600.84	899.16	64	2,700.00	1,908.35	791.65	71
710508 Telephone Land Lines	9,375.00	6,634.78	2,740.22	71	10,800.00	6,812.85	3,987.15	63
710509 Seminars and Meetings	9,240.00	9,275.00	35.00-	100	16,585.00	12,930.00	3,655.00	78
710512 Auto Expense	4,450.00	66.20	4,383.80	1	200.00	4.21	195.79	2
710514 Regulatory Assessments		11,920.00	11,920.00-			27.99	27.99-	
710519 Cellular Phone	7,450.00	3,777.23	3,672.77	51	8,455.00	5,579.04	2,875.96	66
710529 Dues	1,661.00	587.00	1,074.00	35	1,726.00	1,385.00	341.00	80
710535 Credit Card Fees	3,965.00	2,759.07	1,205.93	70	4,000.00	2,503.00	1,497.00	63
710546 Advertising	1,050.00	3,594.53	2,544.53-	342	1,050.00	551.61	498.39	53
710551 Cash Discounts Lost		25.48	25.48-					
710577 Uniforms & Special Clothing	1,700.00	617.70	1,082.30	36	1,700.00	695.73	1,004.27	41
710585 Undesignated Budget	78,700.00		78,700.00					
710600 LT Lease-Office Space	41,651.00	33,700.00	7,951.00	81	40,636.89	33,706.60	6,930.29	83
711100 ESD Asset Management	11,232.00	9,438.00	1,794.00	84	18,000.00	10,440.00	7,560.00	58
711113 Equip Srv Replace	29,926.32	22,434.30	7,492.02	75	33,221.21	22,556.25	10,664.96	68
711114 Equip Srv O & M	40,610.32	23,892.98	16,717.34	59	43,396.79	27,076.10	16,320.69	62
711115 Equip Srv Motor Pool		15,442.98	15,442.98-			3,537.20	3,537.20-	
711117 ESD Fuel Charge	37,533.78	28,520.11	9,013.67	76	30,011.67	25,896.26	4,115.41	86
711119 Prop & Liab Billings	23,247.26	17,435.52	5,811.74	75	21,280.00	15,960.06	5,319.94	75
711210 Travel	44,650.00	14,573.00	30,077.00	33	54,677.48	17,706.92	36,970.56	32
711300 Cash Over Short						20.00-	20.00	
711504 Equipment nonCapital	9,000.00	14,110.44	5,110.44-	157	12,652.00	21,302.29	8,650.29-	168
* Services and Supplies	1,313,875.25	583,550.81	730,324.44	44	1,040,190.94	663,635.79	376,555.15	64
** Expenses	5,625,335.59	3,738,483.36	1,886,852.23	66	5,700,560.40	3,867,606.85	1,832,953.55	68
*** Total	3,962,835.59	2,578,018.88	1,384,816.71	65	4,046,595.62	2,610,680.94	1,435,914.68	65

Washoe County Health District  
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Accounts	2012 Plan	2012 Actuals	Balance	Act%	2011 Plan	2011 Actual	Balance	Act%
431100 Federal Grants	1,484,987.10-	787,210.50-	697,776.60-	53	1,747,372.06-	674,908.37-	1,072,463.69-	39
431105 Federal Grants - Indirect	38,708.00-	20,881.04-	17,826.96-	54	32,599.00-	21,085.25-	11,513.75-	65
* Intergovernmental	1,523,695.10-	808,091.54-	715,603.56-	53	1,779,971.06-	695,993.62-	1,083,977.44-	39
460511 Birth and Death Certificates	280,000.00-	331,702.00-	51,702.00	118	210,000.00-	243,375.00-	33,375.00	116
460512 Duplication Service Fees						546.21-	546.21	
* Charges for Services	280,000.00-	331,702.00-	51,702.00	118	210,000.00-	243,921.21-	33,921.21	116
485300 Other Misc Govt Rev						25.00-	25.00	
* Miscellaneous						25.00-	25.00	
** Revenue	1,803,695.10-	1,139,793.54-	663,901.56-	63	1,989,971.06-	939,939.83-	1,050,031.23-	47
701110 Base Salaries	1,242,651.97	767,573.79	475,078.18	62	1,196,898.32	760,922.77	435,975.55	64
701120 Part Time		198.68	198.68-		56,350.85	17,743.56	38,607.29	31
701130 Pooled Positions	30,500.00		30,500.00		30,001.99	171.76	29,830.23	1
701140 Holiday Work						814.52	814.52-	
701200 Incentive Longevity	10,883.00	5,148.06	5,734.94	47	7,822.00	4,085.99	3,736.01	52
701300 Overtime	5,100.00	539.45	4,560.55	11	2,000.16	23,487.01	21,486.85-	1,174
701412 Salary Adjustment	37,241.27		37,241.27		132,223.93		132,223.93	
701413 Vac Payoff/Sick Pay-Term		18,345.83	18,345.83-			20,315.33	20,315.33-	
701417 Comp Time		5,832.67	5,832.67-			4,958.19	4,958.19-	
* Salaries and Wages	1,326,376.24	797,638.48	528,737.76	60	1,425,297.25	832,499.13	592,798.12	58
705110 Group Insurance	153,167.58	108,188.45	44,979.13	71	164,455.79	105,421.55	59,034.24	64
705199 Lab Cost Sav-Benef		649.40	649.40					
705210 Retirement	277,331.14	182,457.50	94,873.64	66	264,298.15	167,721.11	96,577.04	63
705215 Retirement Calculation		5,435.96	5,435.96-					
705230 Medicare April 1986	16,614.58	11,183.75	5,430.83	67	17,384.95	11,683.10	5,701.85	67
705320 Workmens Comp	6,449.30	4,837.05	1,612.25	75	5,166.00	3,874.50	1,291.50	75
705330 Unemply Comp	1,513.00	1,513.00		100	3,168.00	3,168.00		100
705360 Benefit Adjustment	11,708.00		11,708.00		8,471.00		8,471.00	
* Employee Benefits	466,783.60	312,966.31	153,817.29	67	462,943.89	291,868.26	171,075.63	63
710100 Professional Services	115,592.58	66,692.19	48,900.39	58	213,535.81	23,270.23	190,265.58	11
710105 Medical Services	100.00	81.00	19.00	81	100.00			
710108 MD Consultants	12,000.00	10,000.00	2,000.00	83	12,000.00	8,000.00	4,000.00	67
710110 Contracted/Temp Services	31,585.00	585.60	30,999.40	2	43,252.22	31,050.56	12,201.66	72
710200 Service Contract	2,195.00	5,155.12	2,960.12-	235	1,620.00	2,243.83	623.83-	139
710205 Repairs and Maintenance	1,000.00	412.20	587.80	41	1,378.00	94.95	1,283.05	7
710210 Software Maintenance	12,000.00	9,000.00	3,000.00	75	12,000.00	9,000.00	3,000.00	75
710300 Operating Supplies	31,869.00	6,536.51	25,332.49	21	59,722.14	18,872.49	40,849.65	32
710325 Signs and Markers		1,336.50	1,336.50-					
710334 Copy Machine Expense	3,219.89	1,470.42	1,749.47	46	2,777.00	2,324.17	452.83	84
710350 Office Supplies	7,000.00	4,074.96	2,925.04	58	10,028.42	5,629.66	4,398.76	56
710355 Books and Subscriptions	2,510.00	993.30	1,516.70	40	2,210.00	770.10	1,439.90	35
710360 Postage	2,970.00	1,860.19	1,109.81	63	3,148.00	1,746.42	1,401.58	55
710361 Express and Courier	10.00	17.10	7.10-	171		32.44	32.44-	
710500 Other Expense	1,841.00	6,973.98	5,132.98-	379	8,124.21	6,597.50	1,526.71	81
710502 Printing	4,375.00	1,836.76	2,538.24	42	11,851.72	1,894.19	9,957.53	16
710505 Rental Equipment	500.00	1,285.00	785.00-	257		360.00	360.00-	
710507 Network and Data Lines	550.00	157.96	392.04	29		398.85	398.85-	

Washoe County Health District  
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Accounts	2012 Plan	2012 Actuals	Balance	Act%	2011 Plan	2011 Actual	Balance	Act%
710508 Telephone Land Lines	5,580.00	3,159.67	2,420.33	57	9,979.92	3,239.11	6,740.81	32
710509 Seminars and Meetings	4,200.00	3,143.50	1,056.50	75	3,798.00	4,889.00	1,091.00-	129
710512 Auto Expense	875.00	686.32	188.68	78	100.00	392.57	292.57-	393
710519 Cellular Phone	3,080.00	1,372.50	1,707.50	45	400.00	1,727.94	1,327.94-	432
710529 Dues	590.00	1,205.00	615.00-	204	850.00	960.00	110.00-	113
710535 Credit Card Fees	1,300.00	1,364.20	64.20-	105	800.00	1,017.73	217.73-	127
710546 Advertising	2,875.00	2,689.50	185.50	94	1,070.00	3,129.94	2,059.94-	293
710585 Undesignated Budget	38,708.00		38,708.00		3,155.00-		3,155.00-	
710703 Biologicals	3,754.79	284.00	3,470.79	8	4,146.68	392.00	3,754.68	9
710721 Outpatient	2,135.00	597.80	1,537.20	28	3,000.00	543.76	2,456.24	18
710872 Food Purchases	550.00	276.93	273.07	50		491.88	491.88-	
711010 Utilities	180.00		180.00			180.00	180.00-	
711100 ESD Asset Management	2,808.00	1,716.00	1,092.00	61		1,800.00	1,800.00-	
711113 Equip Srv Replace	492.72	369.54	123.18	75		511.36	511.36-	
711114 Equip Srv O & M	3,508.44	1,012.70	2,495.74	29		466.42	466.42-	
711115 Equip Srv Motor Pool					200.00	227.50	27.50-	114
711117 ESD Fuel Charge	157.16		157.16			78.58	78.58-	
711119 Prop & Liab Billings	7,612.10	5,709.06	1,903.04	75	6,840.00	5,130.00	1,710.00	75
711210 Travel	41,200.00	7,503.59	33,696.41	18	68,924.24	11,359.76	57,564.48	16
711504 Equipment nonCapital	6,741.98	25,731.11	18,989.13-	382	50,432.37	23,592.71	26,839.66	47
* Services and Supplies	355,665.66	175,290.21	180,375.45	49	529,133.73	172,415.65	356,718.08	33
781004 Equipment Capital	178,577.12	145,876.15	32,700.97	82	230,621.00		230,621.00	
* Capital Outlay	178,577.12	145,876.15	32,700.97	82	230,621.00		230,621.00	
** Expenses	2,327,402.62	1,431,771.15	895,631.47	62	2,647,995.87	1,296,783.04	1,351,212.83	49
*** Total	523,707.52	291,977.61	231,729.91	56	658,024.81	356,843.21	301,181.60	54



# Washoe County Health District

DBOH Agenda Item No. 13



**Public Health**  
Prevent. Promote. Protect.

April 17, 2012

**TO:** District Board of Health Members

**FROM:** Mary-Ann Brown, R.N., M.S.N.  
Division Director, Community and Clinical Health Services  
Erin Dixon M.S.  
Program Coordinator, Chronic Disease Prevention

**SUBJECT:** Submission of an Application for Funding for a Cooperative Agreement with The US Food and Drug Administration's Center for Tobacco Products Tobacco Regulation Awareness, Communication, and Education Program (TRACE).

The US Food and Drug Administration's Center for Tobacco Products has released a funding opportunity announcement entitled Tobacco Regulation Awareness, Communication, and Education Program (TRACE).

The purpose of the TRACE Program is to assist entities to establish or expand health education and communication programs at the community level congruent with the Tobacco Control Act. It will advance public health by supporting community-based programs that work to identify and disseminate evidence-based, community-level best practices and improving access to standardized, community-level data.

An estimated 12-15 cooperative agreements will be awarded for up to \$1.5 million for the first year and up to \$3 million for years two, three, and four, per awardee.

The Washoe County Health District's Chronic Disease Prevention Program would submit an application in conjunction with the American Lung Association and other community partners. The geographic reach will extend outside of the Washoe County boundaries for both media and targeted education.

In order to increase the health outcomes of the target populations, the application will seek to educate and communicate to:

1. Promote the understanding of the consequences of tobacco use through individual and community actions;
2. Protect youth from the dangers of tobacco use; and
3. Increase cessation among those who use tobacco products.

If awarded a comprehensive public education and communication programs would be implemented that address federal tobacco regulations and the public health goals which flow directly from them, for the following target populations:

1. Young Adults (18-24 years old)
2. Teens (13-17 years old)
3. Tweens (9-12 years old)
4. Adults with children (25-44 years old)

The application is due on Wednesday, May 9<sup>th</sup> and if awarded funding would begin in September 2012.

**Fiscal Impact:**

There is no fiscal impact for an application for funding for a cooperative agreement for the US Food and Drug Administration's Center Tobacco Products Tobacco Regulation Awareness, Communication, and Education Program (TRACE). If the application is funded, then a budget amendment will be brought to the District Board of Health to increase revenues and expenditures for the grant.

**Possible Motion:**

Move to approve the Washoe County Health District Chronic Disease Prevention Program's application for funding for a cooperative agreement for the US Food and Drug Administration's Center Tobacco Products Tobacco Regulation Awareness, Communication, and Education Program (TRACE).



# Washoe County Health District



**Public Health**  
Prevent. Promote. Protect.

## STAFF REPORT DISTRICT BOARD OF HEALTH

**DATE:** April 18, 2012

**TO:** District Board of Health

**FROM:** Mary-Ann Brown RN MSN  
Division Director  
Community and Clinical Health Services

**SUBJECT:** Approval of Divisional Policies and Protocols

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### RECOMMENDATION

Staff recommends that the Washoe County District Board of Health give authority for the District Health Officer to review and approve all Divisional policies and protocols. A policy defining this practice will be added to the to the Washoe County Health District Policy manual.

### BACKGROUND

Funding sources, such as the Office of Population Affairs Title X Family Planning Program, often require that programmatic policies and protocols have review and approval by the governing authority. The District Health Officer has the experience and qualifications to review and approve Divisional policies and protocols.

### SUMMARY

An administrative review by the District Health Officer of the Divisional policy and protocol manuals will be conducted on an annual or bi-annual basis as required. The District Health Officer will sign the review and approval cover document which will contain other appropriate approval signatures, including Consulting Medical Directors, as required.

### FISCAL IMPACT

There will be no fiscal impact to granting review and approval authority to the District Health Officer for Divisional policies and protocols.

### POSSIBLE MOTION

Move to give the District Health Officer the authority to review and approve all Divisional policies and protocols.

## **SECTION 040**

### **SOLID WASTE STORAGE – Animal Proof Containers**

010.034 **APPROVED ANIMAL RESISTANT CONTAINER** means any container approved by the Health Authority that as a result of its construction and/or design makes the contents of the container inaccessible to animals such as but not limited to dogs, bears, coyotes and raccoons.

040.005 **GENERAL**

Solid waste storage must not:

- A. Cause a health hazard;
- B. Attract or propagate vectors, vermin or pests, including but not limited to dogs, bears, coyotes and raccoons;
- C. Create unpleasant odors; and
- D. Create a nuisance.

040.030 Garbage shall not be allowed to remain on any premises for more than seven (7) days to prevent propagation or attraction of wildlife, domestic animals, flies, rodents, or other vectors and the creation of nuisances. Where it is deemed necessary by the Health Authority, because of improper or inadequate storage, nuisance, odors, the propagation of vectors, and/or the protection of public health, more frequent removal of garbage may be required. Where garbage and rubbish is containerized together, the period of removal shall be the same period of time as that applied to garbage.

040.035 **CONTAINERS**

Containers for the storage of solid waste shall be:

- A. Of adequate size to contain the expected waste;
- B. Of proper design to contain expected waste;
- C. In sufficient numbers to contain all solid waste generated from a particular premise, property, or waste generating activity; and
- D. Equipped with a suitable lid or cover.

Containers for the storage of garbage shall, in addition to the above, be:

- A. Non-absorbent;
- B. Watertight;

- C. Durable;
- D. Equipped with a tight-fitting lid;
- E. Odor-resistant;
- F. Vector resistant;
- G. Easily cleanable;
- H. Designed for safe handling; and
- I. Designed to keep the contents free from pests and vermin, including but not limited to dogs, bears, coyotes and raccoons.

Plastic bags do not meet the intent of the requirements for garbage containers.

- 040.110 Individual residential solid waste storage containers must be removed from the edge of an alley or street curb not later than 24 hours after waste collection by the franchised waste hauler occurs.
- 040.111 Residential and commercial solid waste storage containers must be stored in a manner that precludes access by domestic or wild animals, by means of storage location, times of placement and removal from the street curb and/or use of approved animal resistant containers.
- 040.112 The owner of a residential or commercial solid waste storage container that is subject to chronic disturbance by domestic or wild animals shall provide an approved animal resistant container and/or relocate the container to an area that is not accessible by animals. A chronic disturbance is two (2) or more validated incidents in a 12 month time frame beginning with the first valid incident. The approved animal resistant container must be installed within 90 days of the second validated incident within the 12 month time frame.





# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



**Public Health**  
Prevent. Promote. Protect.

DATE: April 26, 2012

TO: Washoe County District Board of Health

FROM: Charlene Albee, Chief, Permitting & Enforcement Branch

SUBJECT: Staff Report – Air Quality Enforcement Procedures

### Purpose

The Air Quality Management Division (AQMD), of the Washoe County Health District, has been delegated the authority to enforce the provisions of the Federal Clean Air Act (CAA). This authority has been granted by the U.S. Environmental Protection Agency in order to achieve healthful air quality levels for the citizens of Reno, Sparks, and Washoe County and to maintain compliance with the National Ambient Air Quality Standards. The applicable federal regulations and local regulations required to meet CAA obligations are codified in the District Board of Health Regulations Governing Air Quality Management. The AQMD Enforcement Branch has established procedures to respond to violations of these regulations.

### Background

During the March 22, 2012, District Board of Health (DBOH) meeting, questions were raised regarding the AQMD enforcement procedures. This staff report is intended to clarify the procedures AQMD enforcement staff follow as the result of the issuance of a notice of violation (NOV).

The issuance of a NOV may result from a routine inspection of a permit to operate, the inspection of work practices at an asbestos abatement project, as the result of the investigation of a complaint, or any other incident resulting in an investigation. No matter the cause of the investigation, the initial step in the procedure is to determine if there has been a violation of the regulations which may result in the issuance of a NOV.

**P.O. BOX 11130 Reno, NV 89520-0027 • (775) 784-7200 • FAX (775) 784-7225**

**[www.washoecounty.us/health](http://www.washoecounty.us/health)**

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The determination to issue a NOV involves the documentation of the regulation that has been violated, collection of evidence to support the determination, and the notification of the party responsible for the actions that have been deemed noncompliant. The responsible party is advised of the violation through the issuance of a NOV which identifies the specifics related to the investigation including the date, time, location, and regulation that has been violated. The NOV must be signed by the AQMD enforcement staff and the responsible party if available. If the responsible party is not available for signature, a copy of the NOV with a cover letter explaining the situation will be delivered by certified mail. All NOV recipients are instructed to contact the AQMD office to schedule a meeting with the Permitting and Enforcement Branch Chief to discuss the status of the NOV. An appeal form may be provided by the enforcement staff at the time of issuance of the NOV or forwarded by the AQMD office staff upon request. The responsible party is also advised that the appeal form is available on the website.

If the AQMD has not been contacted as instructed within a reasonable amount of time, usually a week, the enforcement staff will contact the responsible party to schedule a meeting. Multiple attempts will be made to facilitate the meeting in an effort to provide the responsible party every opportunity to discuss the issuance of the NOV. Once the responsible party has been deemed non-responsive, the NOV will be forwarded to the DBOH as unappealed with a recommended fine.

When the responsible party contacts the AQMD, a meeting is scheduled as quickly as possible. The meeting typically includes the responsible party representatives, the Permitting & Enforcement Branch Chief and/or the Senior Air Quality Specialist, and the enforcement staff member that issued the NOV. The enforcement staff presents the evidence that was used to support the decision to issue the NOV and the responsible party is given the opportunity to respond. The discussion will always include corrective actions to help prevent the reoccurrence of the violation. The goal of the meeting is to use enforcement as an educational tool to achieve compliance now and in the future.

The meeting concludes with an offer for a negotiated settlement from the AQMD. The responsible party is advised that there is no obligation to accept the terms of the negotiated settlement and the option for appeal to the Air Pollution Control Hearing Board is completely acceptable. Negotiated settlements may include a reduced fine amount, based on acceptance of responsibility by the responsible party and agreement not to appeal the fine, and any additional settlement terms of agreement like environmental projects. A period of time is offered for the responsible party to decide if they will accept the terms of the negotiated settlement or proceed with an appeal. If the terms of the settlement are acceptable, a memorandum of understanding is signed by both parties and is included in the packet for the recommendation to the DBOH. If not, an appeal form must be submitted by the responsible party to proceed to the Hearing Board.

Once an appeal form has been received by the AQMD, a meeting of the Air Pollution Control Hearing Board is scheduled for the petition for appeal to be heard in a public setting in accordance with the regulations. The enforcement staff presents the evidence used to support the decision to issue the NOV and invites complainants to provide testimony regarding the noncompliant event. The responsible party is provided the opportunity to present evidence and testimony supporting the appeal. The Hearing Board then addresses any questions they may have to AQMD staff, complainants and the responsible party representatives. Based on the evidence and testimony presented, the Hearing Board makes the determination to uphold the citation with a recommended fine to be forwarded to the DBOH or decide that no violation occurred and dismiss the NOV.

The responsible party is then advised that they do have the right to appeal the Hearing Board decision to the DBOH. A written petition for appeal must be submitted within 10 days. The appeal process to the DBOH would then include the same presentation of evidence and witnesses by both the enforcement staff and the responsible party. Based on the evidence and testimony presented, the DBOH makes the determination to uphold the citation with a recommended fine or decide that no violation occurred and dismiss the NOV.

The final appeal of the DBOH decision involves judicial review as provided for in Section 020.010 of the regulations. A petition for appeal must be submitted within 90 days after the final decision has been adopted.

Throughout the entire enforcement process, AQMD staff makes every effort to not only resolve the noncompliant issue but to also assist and promote future compliance through education.

**2011 - 2012 OXYGENATED FUELS PROGRAM  
FOR WASHOE COUNTY**

Prepared by

Yann Ling-Barnes, P.E.  
Washoe County Health District  
Air Quality Management Division  
[www.washoecounty.us/health/aqm](http://www.washoecounty.us/health/aqm)

April 2012

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## Background

The oxygenation of gasoline reduces carbon monoxide (CO) emissions from motor vehicles during the winter months, when climatic factors tend to exacerbate CO problems. In 1992, the U.S. Environmental Protection Agency (EPA), under authority of the Clean Air Act Amendments of 1990, mandated an oxygenated fuel (oxy-fuel) program for 39 urban areas in 23 states, including the Truckee Meadows, which had violated the health-based National Ambient Air Quality Standard (NAAQS) for CO.

The Truckee Meadows was designated as a moderate CO non-attainment area since November 15, 1990. Washoe County began its oxy-fuel program in December 1989 and subsequently adopted the EPA's oxy-fuel program in 1992. From the onset of the oxy-fuel program, the oxygenate of choice were Methyl Tertiary Butyl Ether (MTBE) and ethanol. Depending on the urban areas of concern, the gasoline oxygen content ranged from 2.7 to 3.5% by weight during the oxy-fuel season. MTBE dominated the oxygenate market until the mid 1990's, making up almost 80% of the market share. By the mid 1990's, confirmed reports of MTBE groundwater contamination in California prompted MTBE's phase-out from use in the West.

On October 25, 2000, the District Board of Health (DBOH) adopted revisions to the oxy-fuel regulation, Section 040.095 (Oxygen Content of Motor Vehicle Fuel) of the DBOH Regulations Governing Air Quality Management. The revisions phased out the use of MTBE as oxygenate effective "the same date as the phase-out of MTBE in California." The original phase-out date was December 31, 2002, but in March 2002, the California Governor extended the date to December 31, 2003. In 2004, MTBE in gasoline was fully phased out in California and Washoe County.

On September 22, 2005, the DBOH further adopted revisions to Section 040.095. This revision primarily addressed enforceability issues during emergency fuel supply interruptions. It also removed the outdated MTBE phase-out date, leaving only the relevant regulation concerning the not-to-exceed MTBE contribution of 0.05% oxygen by weight (or 0.3% by volume) to the required 2.7% oxygen by weight in the oxy-fuel.

In November 2005, the Washoe County Health District - Air Quality Management Division (AQMD) submitted a request to EPA for redesignation of the Truckee Meadows from a moderate CO non-attainment area to an attainment/maintenance area. The redesignation to attainment/maintenance became effective on August 4, 2008. The oxy-fuel program remains in the ten-year CO maintenance plan, which has been approved by EPA and is effective until 2016. The oxy-fuel program will be reevaluated for its effectiveness in maintaining the CO NAAQS in the future. If the oxy-fuel program is removed from the State Implementation Plan (SIP), it will become a contingency measure to be reconsidered if the Truckee Meadows violates the CO NAAQS.

As of December 2010, all urban areas in the United States have achieved attainment for CO. However, only seven (7) urban areas keep the oxy-fuel program in their SIP maintenance plan. The other urban areas use the oxy-fuel program as a contingency measure in their SIP maintenance plans. The Energy Independence and Security Act of 2007 (EISA) required that

## 2011 - 2012 Program Details

Since the federal oxy-fuel mandate in 1992, the oxy-fuel season has begun on October 1 and ended on January 31. Section 040.095 of the DBOH Regulations Governing Air Quality Management requires all gasoline delivered during the oxy-fuel season to contain a minimum of 2.7% oxygen by weight. Ethanol was again the only oxygenate fuel in the market during the 2011-2012 season, and MTBE was not found at any of the tested stations. According to the State of Nevada, Department of Motor Vehicles, approximately 54.8 million gallons of gasoline were delivered in Washoe County between October 1, 2011, and January 31, 2012.

### Air Quality

NAAQS for CO are based on 1-hour and 8-hour averaging times. The 2011-2012 oxy-fuel season was a clean season for CO, and levels were comparable to those observed in 2010-2011. No exceedances of either the 1-hour or 8-hour NAAQS for CO were measured at any of the air quality monitors in Washoe County this season. The AQMD has never measured an exceedance of the 1-hour NAAQS and the last exceedance of the 8-hour standard occurred on December 13, 1991.

Figure 1 illustrates the number of CO exceedances since 1988 at the Galletti, Sparks, and Reno monitoring sites. These are the sites in the AQMD's ambient air monitoring network that typically measure the highest CO levels.

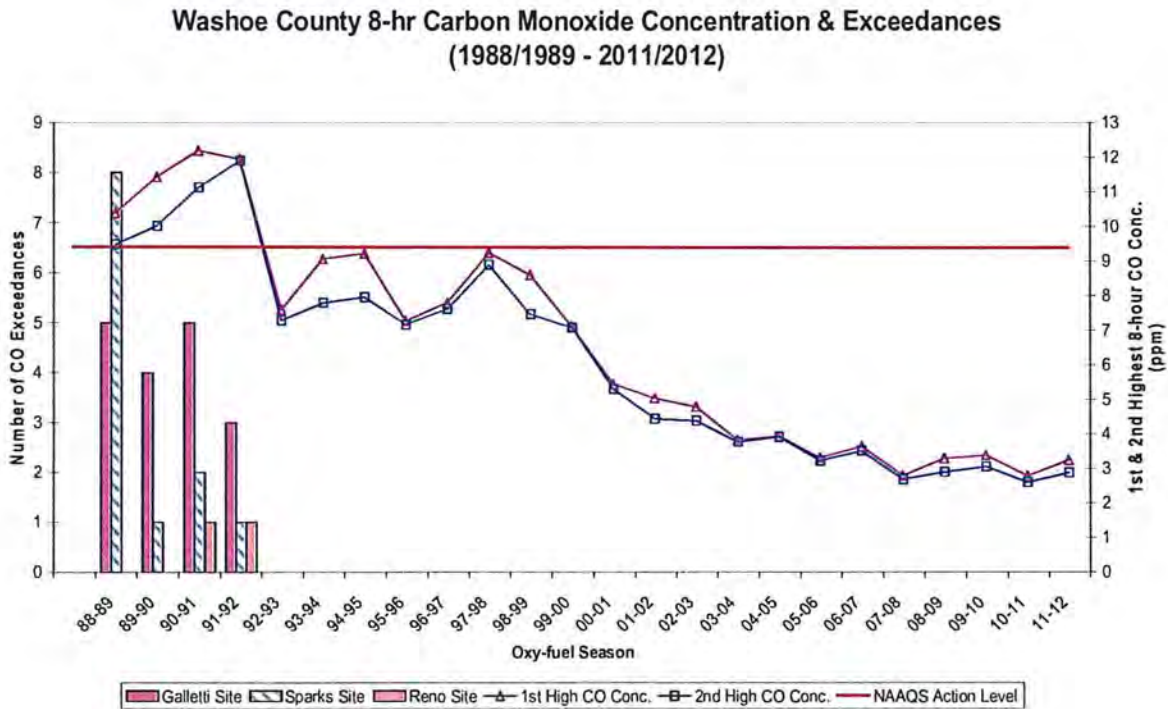


Figure 1

The NDOA collected and tested 54 additional samples separate from AQMD's oxy-fuel program for the 2011-2012 oxy-fuel season. The NDOA test results cannot be used for AQMD enforcement; however, they indicate if a facility's fuel supply contains any oxygenate thus determining whether a follow-up inspection needs to be conducted. Altogether, the NDOA tested 162 samples of gasoline in Washoe County for oxygenates this past season.

The NDOA analyzed all samples using gas chromatography. As a quality assurance measure, some samples were split and submitted to the lab as blind samples to ensure the analysis of each sample was accurate. The AQMD accepts a testing tolerance of +/- 6%, as outlined by ASTM 5599, which is used by the laboratories to allow for minor variations in percent oxygen due to problems of test reproducibility.

Among the 162 samples tested, two samples were below the required oxygen content level. These two samples were not collected by the AQMD and therefore not in AQMD's enforcement jurisdiction. However, based on the low oxygen content in two out of three samples collected from the same facility, it is inferred that samples with low oxygen content were most likely due to early sample collection in October, the first month of the oxy-fuel season, when low sales of existing inventories did not have an opportunity to be refilled with oxygenated gasoline resulting in lower amount of oxy-fuel being added to the tanks. Therefore, no action was taken.

The AQMD received no formal complaints from the public regarding oxy-fuel this season.

Other NAAQS: Removing the program from the SIP requires a demonstration that it will not contribute to future wintertime exceedances or violations of the other NAAQS. Preliminary modeling indicated no increases in PM2.5, PM10, NO2, or SO2 tailpipe emissions contributing to exceedances or violations.

If these items can be adequately addressed, then the CO SIP revisions would be brought forward to the DBOH for adoption. If adopted, the SIP would then be formally submitted to EPA for approval. Final approval by EPA may take up to 18 months to complete.





## WASHOE COUNTY HEALTH DISTRICT EPIDEMIOLOGY AND PUBLIC HEALTH PREPAREDNESS DIVISION



**Public Health**  
Prevent. Promote. Protect.

April 12, 2012

### MEMORANDUM

**To:** Members, Washoe County District Board of Health

**From:** Randall L. Todd, DrPH  
Epidemiology and Public Health Preparedness (EPHP) Director

**Subject:** Report to the District Board of Health, April 2012

### Communicable Disease

- For the week ending April 7 (MMWR Week 14) six of the six participating sentinel healthcare providers for influenza surveillance reported a total of 73 patients with influenza-like-illness (ILI) out of a total of 4,462 patients seen in their practices. This represents an ILI rate of 1.7%. The regional baseline is 3.9% and compares to a national rate of 1.7% for the previous week.
- Coxsackievirus A6 (CV A6) – Several sporadic cases and two additional outbreaks in daycare facilities have been reported with rash illness that appears clinically similar to the outbreak reported last month with laboratory confirmed CV A6. The control measures that were effective in the initial facility appear to be working in these new facilities as well.
- No recent EARS anomalies have been identified.

### Public Health Preparedness

Dr. Iser and the other local Health Officers in Nevada have completed a successful negotiation with the Nevada State Health Division that will result in a significant increase in the percentage of federal grant funds that will be available for local distribution. For Washoe County this means the expected funding for the next grant cycle will increase from the current level of \$497,000 to \$665,000. Staff are currently working on the grant application which is due on April 16.

A handwritten signature in blue ink that reads "Randall L. Todd".

**Randall L. Todd, DrPH, Epidemiology and Public Health Preparedness Director**



# Washoe County Health District

DBOH Agenda Item No. 18.B.



**Public Health**  
Prevent. Promote. Protect.

April 17, 2012

**TO:** District Board of Health Members

**FROM:** Mary-Ann Brown, R.N., M.S.N.  
Division Director, Community and Clinical Health Services

**SUBJECT:** Community and Clinical Health (CCHS) Division Report for April 2012  
District Board of Health Meeting

1. Immunization Program Update
2. National STD Awareness Month
3. National Network of Public Health Institutes (NNPHI) QI Award to WCHD

## 1. Immunization Program Update

The Nevada State Immunization Program (NSIP) routinely assesses Kindergarten immunization rates throughout Nevada, at the beginning of each school year. For the current school year NSIP reported that 96% of Kindergartners attending school in the Washoe County School District (WCSD) are up to date on their immunizations. Immunizations assessed were DTap (Diphtheria, Tetanus and Pertussis), Polio, Hepatitis A, Hepatitis B, MMR (Measles, Mumps and Rubella), and Varicella.

The NSIP also recently notified the WCHD that the vaccination coverage for 19-35 month old children in Nevada improved, placing Nevada in 45<sup>th</sup> place. This is an improvement from the previous ranking, which placed Nevada in 51<sup>st</sup> place. This data is from the Centers for Disease Control and Prevention, through the US National Mid-year Survey for 2010-2011. Of interest is that the WCHD clients vaccination coverage rate for the same data set, for 2010, is 81.08% up to date, which would rank the Washoe County Health District significantly higher than the State of Nevada and close to states with the highest immunization rates.

Washoe County Immunization Program Vaccine Administration Data for the WCHD  
Clinic and Off Site Clinics

<b>FY</b>	<b>WCHD # Immunizations</b>	<b>Offsite# Immunizations</b>	<b>Total Immunizations</b>
<b>FY08/09</b>	23081	6804	29885
<b>FY09/10</b>	16410	7002	23412
<b>FY10/11</b>	18527	12417	30944
<b>FY11/12*</b>	13658	10269	23927
<b>* Only July 2011 - March 2012</b>			

Currently the WCHD clinic has adequate appointments and walk in opportunities for clients with 68.2% of appointments booked, leaving 32.8% of the immunization appointments available to accommodate clients who walk in requesting immunizations.

Immunization outreach efforts outside the WCHD clinic include the Immunization Program, again partnering with the Northern Nevada Immunization Coalition (NNIC), and the Washoe County School District (WCSD) for additional Tdap and Flu clinics. School located Immunization clinics are an effective approach to improving flu coverage rates in the school age population and helping assure that sixth grade students meet the Tdap mandate prior to seventh grade entry. From October 2011 through February 2012, the Immunization Program provided 5,869 doses of Flu and 1,267 doses of Tdap vaccines, serving 6,133 children. Four school Immunization clinics are planned for May to make Tdap and Flu vaccines available for students.

**2. National STD Awareness Month**

April is Sexually Transmitted Diseases (STD) Awareness month, an annual observance to call attention to the impact of STDs and to promote STD testing across the country. Adolescents and young adults are particularly vulnerable to STDs. In fact, young people between 15 and 24 years of age account for nearly half of all STD cases.

- Every year STDs cost the U.S. healthcare system \$17 billion—and cost individuals even more in immediate and long-term health consequences, including infertility. The cost of treating a case of pelvic inflammatory disease a possible complication of an STD is conservatively estimated at \$1334.
- Estimates suggest that even though young people between 15 and 24 years of age represent only 25% of the sexually-experienced population, they acquire nearly half of all new STDs.
- CDC estimates that half of new infections go undiagnosed each year.
- The risk of HIV transmission and infection increases 3-5 times when someone is infected with another STD.

WCHD's Sexual Health Program focuses attention on testing, treating, and providing disease investigation for the reported STDs of chlamydia, gonorrhea, syphilis, and HIV. Chlamydia cases continue to be the largest burden of reportable communicable disease in the nation, Nevada, and Washoe County. Reported cases of chlamydia rise each year in Washoe County, while gonorrhea, syphilis, and HIV have remained relatively stable.

Attached is a breakdown of reported STDs, not including HIV, for Washoe County in 2011.

### 3. National Network of Public Health Institutes (NNPHI) QI Award to WCHD

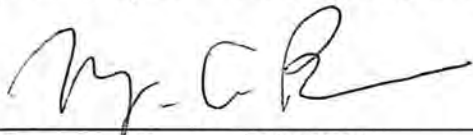
As the DBOH was previously advised CCHS submitted a proposal to the National Network of Public Health Institutes (NNPHI) QI Awards Program, a program being implemented through the Community of Practice for Public Health Improvement (COPPHI). Due to the great interest in COPPHI over 100 proposals were submitted for only 30 available awards.

CCHS has been informed that the WCHD has received one of the rewards and has been accepted to participate in the program. As a participant in the program the following will be provided:

- A monetary award of \$5,000 to support costs directly associated with the project.
- 15 hours of individualized technical assistance provided by an experienced public health Quality Improvement (QI) Coach.
- 3-5 webinars/teleconferences for all COPPHI grantees that will provide an opportunity for additional technical assistance and peer-exchange/learning.
- Travel, lodging, and per diem for one person to attend the June, 2012 Open Forum meeting hosted by NNPHI.

A team of QI experts (also selected via a competitive application process) will be providing individualized technical assistance to help implement the CCHS QI project.

The CCHS team is initiating the QI project and looks forward to presenting the results of this project in future reports to the DBOH.



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Mary-Ann Brown RN MSN  
Division Director  
Community and Clinical Health Services



Nevada State Health Division~ STD Program  
STD Cases in Washoe County, 2011

	Chlamydia				Gonorrhea				P&S Syphilis				T. Syphilis		
	N	%	Washoe Rate*	National Rate**	N	%	Washoe Rate*	National Rate**	N	%	Washoe Rate*	National Rate**	N	%	Washoe Rate*
<b>Race/Ethnicity</b>															
White, non-Hispanic	720	48.3%	248.2	156.1	103	50.7%	37.2	26.0	7	87.5%	2.4	2.4	2	66.7%	0.7
Black, non-Hispanic	165	11.1%	1,803.5	1,383.0	40	18.8%	437.2	512.2	0	0.0%	0.0	20.0	0	0.0%	0.0
Hispanic	478	32.1%	559.1	467.9	49	23.0%	57.3	63.2	1	12.5%	1.2	5.9	1	33.3%	1.2
American Indian/Alaska Native	35	2.3%	437.4	705.2	8	3.8%	100.0	125.7	0	0.0%	0.0	2.9	0	0.0%	0.0
Asian/Hawaiian/Pacific Islander	81	5.4%	328.1	134.1	6	2.8%	24.3	18.1	0	0.0%	0.0	1.6	0	0.0%	0.0
Unknown/Other	11	0.7%	N/A	N/A	2	0.9%	N/A	N/A	0	0.0%	N/A	N/A	0	0.0%	N/A
<b>Total</b>	<b>1,490</b>	<b>100%</b>	<b>357.0</b>	<b>426.0</b>	<b>213</b>	<b>100%</b>	<b>51.0</b>	<b>100.8</b>	<b>8</b>	<b>100%</b>	<b>1.9</b>	<b>4.5</b>	<b>3</b>	<b>100%</b>	<b>0.7</b>
<b>Age</b>															
<9	2	0.1%	3.5	N/A	0	0.0%	0.0	N/A	0	0.0%	0.0	N/A	0	0.0%	0.0
10-14	4	0.3%	13.6	72.8	1	0.5%	3.4	151.0	0	0.0%	0.0	0.1	0	0.0%	0.0
15-19	486	32.6%	1,652.7	2,049.1	33	15.5%	112.2	409.7	0	0.0%	0.0	4.3	0	0.0%	0.0
20-24	594	39.9%	1,892.9	2,270.2	61	28.6%	194.4	490.3	1	12.5%	3.2	13.5	2	66.7%	6.4
25-29	223	15.0%	688.2	911.2	37	17.4%	114.2	234.8	0	0.0%	0.0	11.3	0	0.0%	0.0
30-34	98	6.6%	323.4	419.4	29	13.6%	95.7	127.7	0	0.0%	0.0	9.0	0	0.0%	0.0
35-39	43	2.9%	150.7	186.9	19	8.9%	66.6	67.0	4	50.0%	14.0	7.1	1	33.3%	3.5
40-44	21	1.4%	69.6	93.4	15	7.0%	49.7	44.1	2	25.0%	6.6	7.4	0	0.0%	0.0
45-54	16	1.1%	50.5	36.1	16	7.5%	50.5	21.4	1	12.5%	3.2	4.6	0	0.0%	0.0
55-64	1	0.1%	1.7	10.1	2	0.9%	3.3	6.3	0	0.0%	0.0	1.4	0	0.0%	0.0
65+	2	0.1%	4.6	2.4	0	0.0%	0.0	1.3	0	0.0%	0.0	0.3	0	0.0%	0.0
Unknown	0	0.0%	N/A	N/A	0	0.0%	N/A	N/A	0	0.0%	N/A	N/A	0	0.0%	N/A
<b>Total</b>	<b>1,490</b>	<b>100%</b>	<b>357.0</b>	<b>426.0</b>	<b>213</b>	<b>100%</b>	<b>51.0</b>	<b>100.8</b>	<b>8</b>	<b>100%</b>	<b>1.9</b>	<b>4.5</b>	<b>3</b>	<b>100%</b>	<b>0.7</b>

Source: Nevada State Health Division Sexually Transmitted Disease Management Information Systems (STD\*MIS), data as of February 2012

\*Nevada Rates per 100,000 population were calculated using population estimates from the Nevada State Demographer. Interim 2010 Population estimates are used to determine Nevada and Clark County rates. 2009 Population Estimates were used to calculate 2010 rates. The 2007 and 2008 Interim Population Estimates are based on the 2007 and 2008 Total Population Estimates provided in March 2008 and 2009, respectively and 2005 Population Estimate Breakdowns. They were updated in July 2008 and 2009 by the Nevada State Health Division, Bureau of Health Statistics, Planning, and Emergency Response.

\*\* National Rates are based on the 2010 Rates from the CDC STD Surveillance Report and are expressed per 100,000 cases per population. Available: <http://www.cdc.gov/std/stats10/tabset10.htm>

Rates highlighted in red indicate a Washoe County Rate higher than the National Rate.



# Washoe County Health District

## ENVIRONMENTAL HEALTH SERVICES DIVISION



**Public Health**  
Prevent. Promote. Protect.

**DATE:** April 17, 2012  
**TO:** District Board of Health Members  
**FROM:** Robert O. Sack, Division Director, Environmental Health Services (EHS)  
**SUBJECT:** Environmental Health Services Division Report for March 2012

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### Land Development

The clerical staff has been working with the land development team to set up on-line pool and spa opening inspections. Improvements in this year's scheduling system should help staff meet the labor-intensive opening inspection schedule with one less staff member than last year. Coupled with better utilization of our existing tablet computers and a pilot program using CPOs to handle several openings, on-line scheduling should allow staff to handle approximately up to 35 opening inspections per day. Opening inspections will be focused on potential immediate health threats such as pool chemistry or flow rate, leaving structural issues for routine inspections later in the season. Opening over 350 facilities in approximately two weeks would not be possible without improvements in efficiency accomplished with the assistance of the Health District's technical services and clerical professionals.

### Solid Waste/Special Events

Staff was assigned to work on a committee organized to deal with the growing problem of dog manure in our parks. The committee included Bob Harmon (County PIO), Robert Smith (Animal Services), Eric Crump (Parks) and Scott Strickler (Health District). A 60 second PSA was filmed that should starting airing later this month. Health District staff handled the research and participated in the PSA production. A park event is planned for April 20, 2012, to get the message out to the public concerning the health risk with this problem.

A handwritten signature in cursive script that reads "Robert O. Sack".

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Robert O. Sack, Division Director  
Environmental Health Services Division

Attachments

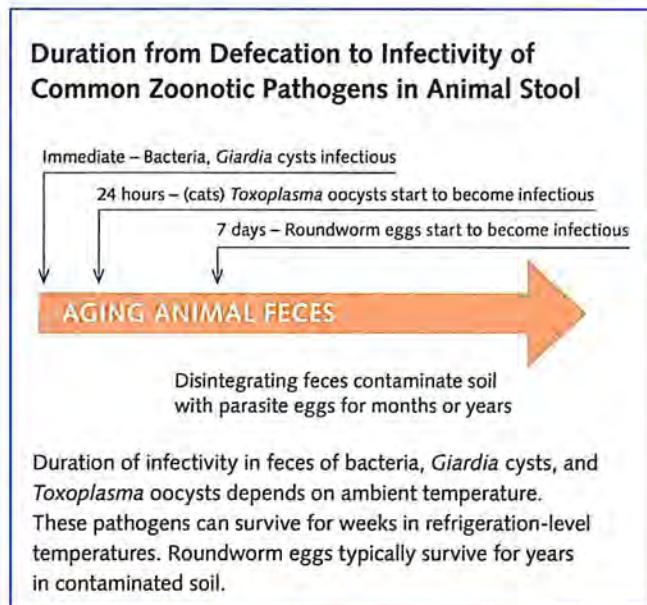
# The Link Between Animal Feces and Zoonotic Disease

Emily Beeler, DVM, MPH

Meredith May

**A**nimals add a great deal of enjoyment to our patients' lives, and pet ownership can lead to lower stress, lower blood pressure, and increased exercise.<sup>1,2</sup> However just as human feces present health hazards, so do animal feces. Primary care physicians can help prevent health problems in their patients by promoting good sanitation and veterinary care to their pet-owning patients.

Animal owners may mistakenly believe that only fresh, odiferous feces present a health risk. In fact, many parasite eggs found in feces do not reach the infectious stage until days or weeks after the animal defecated. Allowing feces to dry out and disintegrate contaminates the soil and creates an elevated risk for exposure to parasites. Most parasite eggs can remain viable in soil for months or years. People or other animals may become infected through fecal-oral exposure to this soil. The single most important step pet owners can take to protect both themselves and their pets is to remove stool *daily*. Weekly removal is not frequent enough.



There are many pathogens that can be found in animal stool. Animals infected with intestinal pathogens may be asymptomatic, have diarrhea, or may develop systemic disease. Certain infections in pets, such as ascariasis and giardiasis, are easily detected in routine tests on pet feces performed in veterinary clinics. This routine fecal examination is recommended two to four times a year for puppies and kittens, and one to two times per year in adult pets, depending on the animal's risk of exposure to the

parasites.<sup>3</sup> Other intestinal zoonotic infections in pets, such as salmonellosis, colibacillosis, and toxoplasmosis, require more advanced testing.

Veterinary care is always recommended for ill animals, which also helps to protect human health. Animals that are found to be infected with zoonotic pathogens are treated by veterinarians, thereby reducing the overall risk of human exposure. Here, we discuss a few pathogens commonly found in local pets.

## Pathogens Commonly Found in Pets

Pets infected with *Salmonella* or *Campylobacter* produce stool that is immediately infectious to people or other animals. These pathogens are diagnosed in pets via fecal culture, a test that is not commonly performed unless the pet has diarrhea that is resistant to standard treatment. In the case of *Campylobacter*, puppies and kittens are more likely to become infected than adult animals, to develop diarrhea from the infection, and to transmit it to humans. *Salmonella* can infect dogs and cats of all ages via exposure to contaminated pet foods, raw meat, or consumption of prey.<sup>4</sup> To date in 2011, five brands of pigs' ears and taffy-style dog treats have been recalled for potential *Salmonella* contamination.<sup>5</sup> Feeding raw meat to pets has become popular in the past few years, creating additional risk of *Salmonella* exposure to humans through direct contact with the meats, contamination of surfaces, or through exposure to infected pets' feces.

*Giardia* is a protozoan intestinal parasite that infects most mammals. Just as with bacterial infections, *Giardia* cysts are immediately transmissible to people. Pets become infected when they ingest the cysts in the feces of other animals or drink contaminated water in the environment.<sup>4</sup> Giardiasis is frequently diagnosed in local dogs and occasionally in cats. A 2006 unpublished study of 10 local dog parks by LA County Veterinary Public Health found that approximately 22% of dogs tested positive for the protozoan.

There are many different *Giardia* species and genotypes. The ability to infect an animal varies for each strain. Many strains are not infectious to people. However, since advanced diagnostics like genotyping are rarely performed,<sup>4</sup> the true zoonotic risk from local giardiasis cases in pets is unknown. Fecal centrifugation and flotation tests, and *Giardia* ELISA tests, are commonly performed on pets to identify *Giardia* infections. These tests are often a part of the annual physical exam or are performed when the pet has diarrhea. Local pets are often treated for *Giardia* infection, although recurrence is common.

Toxoplasmosis is a zoonotic disease caused by the protozoan parasite *Toxoplasma gondii*. Cats are the **definitive hosts**, meaning that the parasite can sexually reproduce only in cats, and produce oocysts that are shed in the stool. Cats become infected when they consume infected small prey, such as rodents. Most other animals (including humans, dogs, and rodents) are **intermediate hosts**, meaning that after they



become infected, the parasite does not sexually reproduce; it converts into cysts that become dormant in muscle and nervous tissue. Intermediate hosts do not shed oocysts in their feces. Initial infection (of a person or animal) occurs either congenitally or through ingestion of tissue cysts in meat or oocysts from cat feces.<sup>4</sup>

In most cats and dogs, just as in humans, infection is usually subclinical, although infected pets can become ill with fever and respiratory, ocular,

or neurological signs. Kittens, puppies, and immunocompromised pets are more likely to become ill when infected. Tests for toxoplasmosis are usually performed only when the animal has signs compatible with clinical disease. In these cases, serological tests (for IgM, IgG) are performed.<sup>6</sup>

#### Key Points about Toxoplasmosis in Cats

- After becoming infected for the first time, cats shed *Toxoplasma* oocysts in the feces for only about 2-3 weeks. After this point, the cat develops lifelong immunity and no longer sheds the oocysts.
- The *Toxoplasma* oocysts in these feces then take 1-5 days after defecation to sporulate and become infective to people and other animals.
- Serologic testing of cats provides little useful public health information. *Seropositive* animals are not necessarily considered a risk because they have lasting immunity and typically do not shed oocysts. *Seronegative* cats may appear safer, but if they later become infected (for example, after eating a mouse that enters the house) they will transiently shed oocysts.
- Pregnant women do not need to get rid of their cats, per guidance from the Centers for Disease Control and Prevention. They do need to follow safety guidelines to prevent exposure, as described in the patient handout<sup>7</sup> (see page 6).


People are typically infected through ingestion of raw or undercooked meat, or through oral exposure to contaminated soil. Gardening or playing in uncovered sandboxes can lead to exposure as outdoor cats often defecate in these areas.

There are several species of ascarids, or roundworms, that infect dogs, cats, and wildlife (such as raccoons and skunks). Children are at the highest risk of roundworm infection, especially those with pica. Roundworms found in dogs and cats may cause visceral or ocular larva migrans in humans.

Roundworms in wildlife, especially raccoons, are neurotropic and can cause significant brain injury. As with all fecal pathogens, people become infected via the fecal-oral route. However, roundworms are unique in a few respects<sup>7</sup>:

- Roundworm eggs in animal stool do not begin to become infectious until the stool has aged for a week or longer.
- Roundworm eggs can remain viable for years, creating long-term contamination of soil wherever infected feces are allowed to disintegrate.
- Roundworms are some of the easiest parasites to detect and eliminate. Standard fecal examination and deworming performed by veterinarians effectively treat this infection in pets.

Various texts describe the clinical presentation of these infectious diseases in detail. There are many additional zoonotic diseases that can be transmitted by animal feces, including *E. coli* infection, cryptosporidiosis, hookworm infection, hydatid disease, yersiniosis, and psittacosis (birds —by inhalation). Physicians can help protect their patients against a long list of zoonotic diseases by promoting the general principles of good sanitation and proper veterinary care.

Asking patients about pet ownership is a great way to build doctor-patient rapport. It can also provide opportunities to point out the connections between human and animal health, and to recommend routine fecal testing for pets. To assist in this discussion, refer to the patient resource titled “The Problem with Animal Waste” on page 6. It is easy to photocopy this handout and share with pet-owning patients. 

**Emily Beeler, DVM, MPH**, is a veterinarian, Animal Disease Surveillance, Veterinary Public Health and Rabies Control Program, Los Angeles County Department of Public Health. **Meredith May** is in the DVM class of 2011, College of Veterinary Medicine, Western University of Health Sciences.

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## PATIENT RESOURCE

# The Problem with Animal Waste

Animal stool (poop, feces, waste) can contain bacteria and parasite eggs that infect humans and pets. Infection happens when tiny amounts of animal stool containing the germs reach the mouth. People may also become accidentally infected when they touch their mouth with soiled hands. Children often have their hands in their mouths and are at higher risk of infection.

Did you know that old, dried-out stool is *more* likely to contain infectious parasite eggs than is fresh stool? If a pet is infected with parasites, the eggs from the parasites are passed into the pet's stool. But the eggs can't infect anyone until the stool has "aged." This usually takes 1-7 days. Animal stool that is allowed to dry up and/or disintegrate can contaminate soil with parasite eggs for months or years!

## What You Can Do to Reduce Infection

### Keep your pet healthy.

- Have your pet's stool checked regularly by a veterinarian for parasites. Fecal testing and deworming are important for all pets, especially for puppies and kittens, and pets with diarrhea.
- Do not feed raw meat to your pet. Bacteria and parasites can be spread to pets through raw meat.
- Keep your cat indoors. When cats hunt and eat rodents or birds, they can become infected with a parasite called *Toxoplasma gondii*.
- Do not let your dog eat feces.

### Discard pet stool DAILY.

- Wear gloves or cover hands with a waterproof bag (that has no holes) when removing stool. Wash hands well afterward.
- Pick up dog stool immediately when on a dog walk. The person who steps in it later may be you!
- Do not remove stool by hosing it down with water – this just washes the parasite eggs into the ground.
- Discard dog stool at least daily from your yard. Don't let it "grow old."
- Clean stool out of litter boxes every day, before parasites like *Toxoplasma gondii* have a chance to become infectious.

### Protect your yard.

- The stool of raccoons and other nocturnal wildlife often carry roundworm eggs. Do not tempt wildlife to stay in your yard: Do not leave pet food and water outdoors after dusk. Pick up fallen fruit every day. Do not touch or harass wildlife.
- Cover children's sandboxes when not in use so that cats do not use them as litter boxes.

**For pregnant women.** To protect yourself and your baby from toxoplasmosis, which can be carried in the stool of cats, you ALSO need to follow these extra safety tips. You do NOT have to give up your cat.

- Have someone else handle the litter box duties, if possible. If you must handle these duties, wear disposable gloves and wash your hands thoroughly with soap and water afterward.
- Stool must be removed from the litter box daily. Empty and clean the entire litter box at least weekly.
- Avoid stray cats, especially kittens. Do not get a new cat while you are pregnant.
- Wear gloves when gardening. Avoid working in areas frequently visited by cats. Wash your hands when you are finished.



Adapted from a pamphlet by the Centers for Disease Control and Prevention. Toxoplasmosis: An Important Message for Women. Available at [http://www.cdc.gov/parasites/toxoplasmosis/resources/ToxoWomen\\_2.2003.pdf](http://www.cdc.gov/parasites/toxoplasmosis/resources/ToxoWomen_2.2003.pdf)



## STOP our parks from becoming *biohazards*

### Epidemic of irresponsible dog owners threatens our Children and Pets!

When people choose not to pick up after their dogs they not only damage the image of our communities, they endanger the health and well being of our children, our pets and our environment. It may be difficult to pronounce the names of the parasites and bacteria that thrive in abundance within each ounce of dog feces, but the health risks are clear:

- Cramps, diarrhea and intestinal illness
- Kidney disorders
- Whipworms, Hookworms, Tapeworms and Roundworms
- Zoonoses
- Parvovirus
- Salmonellosis, Giardiasis, Coronavirus and Campylobacteriosis
- Bacterial damage to water sources and waterways such as the Truckee River

It's up to you to pick it up!



## STOP our parks from becoming *biohazards*

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- Cramps, diarrhea and intestinal illness
- Kidney disorders
- Whipworms, Hookworms, Tapeworms and Roundworms
- Zoonoses
- Parvovirus
- Salmonellosis, Giardiasis, Coronavirus and Campylobacteriosis
- Bacterial damage to water sources and waterways such as the Truckee River

It's up to you to pick it up!



## STOP our parks from becoming *biohazards*

### Epidemic of irresponsible dog owners threatens our Children and Pets!

When people choose not to pick up after their dogs they not only damage the image of our communities, they endanger the health and well being of our children, our pets and our environment. It may be difficult to pronounce the names of the parasites and bacteria that thrive in abundance within each ounce of dog feces, but the health risks are clear:

- Cramps, diarrhea and intestinal illness
- Kidney disorders
- Whipworms, Hookworms, Tapeworms and Roundworms
- Zoonoses
- Parvovirus
- Salmonellosis, Giardiasis, Coronavirus and Campylobacteriosis
- Bacterial damage to water sources and waterways such as the Truckee River

It's up to you to pick it up!



## While everyone is looking out for number one

### It's your Responsibility *and* It's the Law

Washoe County Code mandates that "...it is unlawful for anyone having control or custody of any animal to permit the animal to defecate upon the public property of the County or upon the private property of another unless the person immediately removes the feces and properly disposes of it..."

County code further mandates that it is unlawful for any person to walk a dog in Washoe County "...without carrying at all times a suitable container or other suitable instrument for the removal and disposal of dog feces." *-Washoe County Code, 55.130*

Speaking out for the sake of our parks and our community:

City of Reno Parks, Recreation and Community Services  
City of Sparks Parks and Recreation  
Washoe County Regional Parks and Open Space  
Washoe County Health District  
Washoe County Sheriff's Office Regional Animal Services



Keep Truckee Meadows Beautiful

## who is picking up number two?

## While everyone is looking out for number one

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Keep Truckee Meadows Beautiful

## who is picking up number two?

## While everyone is looking out for number one

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Keep Truckee Meadows Beautiful

## who is picking up number two?



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



**Public Health**  
Prevent. Promote. Protect.

**Date:** April 9, 2012

**To:** District Board of Health *KD*

**From:** Kevin Dick, Director, Air Quality Management

**Re:** Monthly Report for Air Quality Management

**Agenda Item:**

The enclosed Air Quality Management Division Report is for the month of March 2012 and includes the following sections:

Air Quality  
Monitoring Activity  
Planning Activity  
Permitting Activity  
Compliance/Inspection Activity  
Enforcement Activity

Annual Oxygenated-Fuels Program Report  
Air Quality Enforcement Procedure



# Director's Report

MARCH 2012

## Air Quality Management Division

### Position Recruitments

Charlene Albee was selected and promoted to the Air Quality Supervisor position of Permitting and Enforcement Branch Chief and began her duties in that capacity on March 12<sup>th</sup>.

The recruitments for two Air Quality Specialist positions and for an Environmental Engineer II position were announced and advertised, applications are being accepted through April 9<sup>th</sup> and April 13<sup>th</sup> respectively.

### EPA Grant Funding for Electric Vehicles

AQM received a grant award of \$125,000 from EPA. The funding will be used to procure and utilize two electric vehicles (EVs) and work with Washoe County to purchase and install two electric vehicle charging stations at County Complex. The plan is to procure a Ford Transit Connect Electric Van to be used to maintain the network of ambient air quality monitoring stations and a Nissan Leaf to be used for local travel by AQMD staff. The vehicles will be signed to indicate that they are electric vehicles utilized by the Air Quality Management Division in order to promote electric vehicles and encourage their adoption by the public. The intent is to locate the charging stations where they can be used to charge the AQM EVs overnight, and where they can be used by the public to charge electric vehicles during the day, thereby supporting the development of EV charging infrastructure in Washoe County.

### AIR QUALITY COMPARISON FOR MARCH

Air Quality Index Range		# OF DAYS MARCH 2012	# OF DAYS MARCH 2011
GOOD	0 to 50	24	31
MODERATE	51 to 100	7	0
UNHEALTHY FOR SENSITIVE GROUPS	101 to 150	0	0
UNHEALTHY	151 to 200	0	0
VERY UNHEALTHY	201 to 300	0	0
<b>TOTAL</b>		<b>31</b>	<b>31</b>

**Truckee Meadows Regional Planning Agency (TMRPA)**

TMRPA held a kick-off meeting for the five-year regional plan update on March 1<sup>st</sup>. The meeting was scheduled to identify potential issues to consider and/or address in the regional plan development. The meeting was well attended by representatives of various jurisdiction and agencies in the Truckee Meadows. Discussion included framing regional planning components such as walkability/pedestrian and bicycle access, multi-modal transit, and transit oriented development (TOD) corridors around the concept of healthy community and including food deserts and access to healthy foods. Air quality issues and concerns related to ozone attainment and on-road motor vehicle emissions, as well as approaches to limit increases in vehicle miles traveled, and the potential benefits of increased electric vehicle use were discussed. Additional discussion related to air quality included increasing the energy efficiency of existing building stock as an alternative development opportunity during an anticipated period of slow growth in new construction.

The Health District prepared and provided the 2011 Air Quality Annual Report to TMRPA on March 29<sup>th</sup> for incorporation into the TMRPA 2011 Regional Plan Annual Report.

*Kevin Dick, Division Director*

HIGHEST AQI NUMBER BY POLLUTANT

Air Quality

POLLUTANT	MARCH 2012	YTD for 2012	MARCH 2011	Highest for 2011
CARBON MONOXIDE (CO)	14	25	14	39
OZONE 8 hour (O3)	58	58	47	40
PARTICULATES (PM <sub>2.5</sub> )	55	94	39	102
PARTICULATES (PM <sub>10</sub> )	48	74	32	69

For the month of March, the highest Air Quality Index (AQI) value reported was fifty-eight (58) for Ozone. There were no exceedances of Carbon Monoxide or PM<sub>2.5</sub> or PM<sub>10</sub>. There were twenty-four (24) days the air quality was in the good range, and seven (7) days the air quality was in the moderate range.

Planning & Monitoring Activity

Air Quality: Spring is typically the cleanest season in the Truckee Meadows. It's a transitional period between the wintertime particulate matter and summertime ozone seasons. The Air Quality Index (AQI) for the majority of March was in the Good range. The highest AQI was 58, which is in the lower end of the Moderate range. As daytime temperatures begin to increase in the summer, ozone levels will increase and will typically be the pollutant with the highest AQI. You can learn more about air quality including actions you can take to reduce air pollution by visiting the AIRNow website ([www.airnow.gov](http://www.airnow.gov)).

Oxy-Fuel Report: The oxy-fuel program requires a minimum level of oxygenates in gasoline between October and January. The requirement is codified in Section 040.095 of the Washoe County DBOH Regulations Governing Air Quality Management and included in the State Implementation Plan (SIP). This year's report summarizes the 2011-12 oxy-fuel season and provides the DBOH alternatives to the current oxy-fuel program.

SIP Gaps: Staff is coordinating with EPA Region IX, Nevada Division of Environmental Protection, and Clark County Department of Air Quality to address potential "gaps" in the PM<sub>2.5</sub> Infrastructure SIP. "Gaps" are control strategies (i.e., regulations and programs) that have been adopted locally, but not formally submitted as an element to a SIP. Staff is anticipating to close these "gaps" at the June 2012 DBOH meeting by formally adopting several existing local regulations as a revision to the PM<sub>2.5</sub> SIP.

Dan Inouye, Branch Chief  
Planning and Monitoring

Permitting Activity

TYPE OF PERMIT	2012		2011	
	MARCH	YTD	MARCH	ANNUAL TOTAL
Renewal of Existing Air Permits	100	307	101	1215
New Authorities to Construct	16	29	4	82
Dust Control Permits	10 (39 acres)	23 (251 acres)	10 (56 acres)	89 (796 acres)
Wood Stove Certificates	16	59	17	259
WS Dealers Affidavit of Sale	15 (11 replacements)	30 (17 replacements)	9 (5 replacements)	107 (69 replacements)
WS Notice of Exemptions	556 (3 stoves removed)	1976 (13 stoves removed)	437 (6 stoves removed)	5480 (51 stoves removed)
Asbestos Assessments and Asbestos Removal Notifications (NESHAP)	88	278	67	999

Compliance &  
Inspection Activity

Staff reviewed thirty-three (33) sets of plans submitted to the Reno, Sparks or Washoe County Building Departments to assure the activities complied with Air Quality requirements.

Staff conducted forty-nine (49) stationary source renewal inspections in March 2012. Staff also conducted inspections on asbestos removal and construction/dust projects.



Permitting & Enforcement Branch Report:

The Permitting and Enforcement Branch has seen a significant increase in activities in the past month. Permitting saw a 43% increase in applications for new permits to operate, mostly from existing facilities expanding or modifying their operations but there have been a few new businesses too. The Enforcement staff has seen the same increase in construction activities based on the number of asbestos acknowledgements and notifications that have been received. The largest asbestos abatement project is located at the Hyatt Lake Tahoe involving the remodeling all of their tower hotel rooms.

Development activities have begun at the Sparks Energy Park and Reno Technology Center, located east of Reno-Sparks in the Truckee Canyon, with the commencement of construction of the access roads. Building permits are also in for review from the first tenant who has planned a phased development of a regional data center on 200 acres within the project site. The Permitting staff has been working with the Building Department and Community Development to expedite the issuance of permits for this project area.

Finally, I would like to express my sincere appreciation for the opportunity to serve as the new Permitting and Enforcement Branch Chief. I've been an Environmental Engineer II in the Permitting and Enforcement Branch for over 16 years so I am looking forward to the challenge of a new position. Fortunately for me, I'm working with an excellent staff that has been very supportive.

*Charlene Albee, Branch Chief  
Permitting & Enforcement*

Enforcement Activity

COMPLAINTS	2012*		2011		
	MARCH	YTD	MARCH	YTD	Annual Total
Asbestos	2	6	1	5	21
Burning	3	3	1	1	10
Construction Dust	0	7	3	10	59
Dust Control Permit	0	4	0	0	22
General Dust	10	11	0	0	0
Diesel Idling	1	1	0	0	3
Odor	0	1	2	3	17
Spray Painting	0	0	0	1	8
Permit to Operate	4	11	1	2	63
Woodstove	0	6	0	2	7
<b>TOTAL</b>	<b>20</b>	<b>50</b>	<b>8</b>	<b>28</b>	<b>210</b>
NOV'S	MARCH	YTD	MARCH	YTD	Annual Total
Warnings	4	14	0	1	55
Citations	2	7	1	3	9
<b>TOTAL</b>	<b>6</b>	<b>21</b>	<b>1</b>	<b>4</b>	<b>64</b>

\* Discrepancies in totals between monthly reports can occur because of data entry delays.

Notices of Violation (NOVs):

There were six (6) Notice of Violations (NOV's) issued in the of month March, 2012. There were four (4) NOV Warnings and two (2) NOV Citations for the month of March 2012.



# Washoe County Health District



**Public Health**  
Prevent. Promote. Protect.

April 12, 2012

**TO:** District Board of Health Members

**FROM:** Joseph P. Iser, MD, DrPH, MSc  
Washoe County District Health Officer

**SUBJECT:** April 2012 Washoe County District Health Officer Report

## 2012-2013 Legislative Sessions

- A meeting was held at the request of the NSHD to discuss the District's draft legislative proposals, which have been presented to the WCHD. Other discussions continue.

## Budget

- The District's proposed budget was presented to the BCC April 9, 2012. Ongoing discussions with the county will be held.

## Human Resources

- Evaluations continue to meet the self-imposed threshold of 85%.
- We are still recruiting for some positions, particularly in AQM and for the supervisor of the Vector Control program.

## Communication

- DHO will continue to meet routinely or as needed with all partners.
- The draft of the Tri-Data report on EMS has not been completed. When we receive that draft we will brief you on their recommendations. According to the primary author, it is "forthcoming soon."
- The District's health status report is still being prepared. We will work also with the other LHAs and the NSHD to standardize an approach over the next few years. We have discussed developing a joint approach with St. Mary's for their next effort; their current effort is well underway, and we are sharing data files with them.

## Accreditation

- Internal accreditation meetings continue to occur.
- We have not yet heard from CDC whether our application for a Public Health Associate Program has been accepted.

### Washoe County and Community Activities

- DHO attended the REMSA Board of Directors meeting.
- DHO presented to the BCC our budget. There were few questions.
- DHO meets regularly with the group looking at school-based health centers, led by WCSD and the oral health coalition.
- The Board of County Commissioners signed a proclamation for "Public Health Week," with Commissioner Jung sponsoring.

### Health District Media Contacts and Outreach

#### **Health District Media Contacts: March 13 - April 9, 2012**

<u>DATE</u>	<u>MEDIA</u>	<u>REPORTER</u>	<u>STORY</u>
4/9/2012	Sparks Daily Tribune	Nathan Orme	Anti-Illegal Medical Practice Campaign
4/9/2012	UNR Sagebrush	Ben Miller	HIV at UNR - Ulibarri
4/5/2012	Reno News and Review	Ashley Hennefer	Washoe County Food Policy Council - Ulibarri
4/4/2012	UNR Sagebrush	Ben Miller	HIV at UNR - Ulibarri
4/4/2012	Sparks Daily Tribune	Jill Lufrano	National Public Health Week - Ulibarri
4/4/2012	KRNV CH4 - NBC Reno	Ben Briscoe	St. Mary's Sale and Redfield Clinic Closures - Ulibarri
4/4/2012	Sparks Daily Tribune	Jill Lufrano	Smoking Rates in Washoe County - Dixon
4/4/2012	KRNV CH4 - NBC Reno	Ben Briscoe	HIV at UNR - Ulibarri
4/3/2012	Univision TV Associated Press - Las Vegas	Thalia Corona	Chronic Disease Prevention - Seals
3/30/2012	Vegas	Michelle Rindels Jim Fannon/John Summers	Hand, Foot and Mouth Disease - Iser
3/30/2012	KKOH AM Radio	Summers	Hand, Foot and Mouth Disease - Iser
3/30/2012	FOX 11	Nana Ohkawa	Hand, Foot and Mouth Disease - Todd
3/30/2012	KTVN CH2 - CBS Reno	Gaby Tafoliua	Hand, Foot and Mouth Disease - Todd
3/30/2012	KOLO CH8 - ABC Reno	Ed Pierce	Hand, Foot and Mouth Disease - Todd
3/30/2012	Sparks Daily Tribune Edible Reno-Tahoe	Jill Lufrano	Hand, Foot and Mouth Disease - Todd
3/19/2012	Magazine	Jim Kenney	Air Quality and Agriculture - Inouye
3/19/2012	KTVN CH2 - CBS Reno	Gaby Tafoliua	CDC Anti Smoking Campaign
3/14/2012	Reno Gazette Journal	Yun Long	Solid Waste Statutes - Rucker
3/14/2012	Sparks Daily Tribune	Jill Lufrano	WashoeEats website - Ulibarri

Press Releases/Media Advisories

4/4/2012	PIO Ulibarri	NPHW - Public Health Preparedness
4/4/2012	PIO Ulibarri	NPHW - Sexual Health
4/2/2012	PIO Ulibarri	NPHW - Hygiene, Immunizations and Communicable Diseases
4/2/2012	PIO Ulibarri	NPHW - Tobacco and Drug Free Living
3/29/2012	PIO Ulibarri	NPHW - Active Living and Healthy Living
3/29/2012	PIO Ulibarri	National Public Health Week (NPHW)
3/28/2012	PIO Ulibarri	Hand, Foot and Mouth Disease
3/20/2012	PIO Ulibarri	World TB Day
3/14/2012	PIO Ulibarri	CDC Smoking Campaign
3/12/2012	PIO Ulibarri	Chlamydia Rate in Washoe County

State-Wide (and Beyond) Organizational Efforts

- We have agreed with the other three health jurisdictions to meet quarterly and to have regularly scheduled meetings with the Nevada State Health Division.
- DHO will work to continue broader discussions among border counties for other mutual aid and program effectiveness issues. These will primarily involve the health officers, with specific program representatives involved as appropriate.
- The LHAs proposed to the NSHD a funding formula for the ASPR/CDC grants, and all parties have agreed to these allocations.
- We will work with the NSHD on allocations for other programs that are funded by the CDC and others through the State to us.
- DHO met with Ann Wilkinson, Deputy Chief of Staff for the Governor, April 10. She called the meeting in response to the DHO call last June to meet to discuss the then-pending tobacco legislation to urge its veto. The discussions included the delegation of inspections from the state to the counties; "health-in-all" policies; strategic planning; and other topics.

Needy-Meds

- The DHO has had initial discussions with a national not-for-profit organization that provides drug discount cards, among other benefits, for consumers. This program would provide \$20,000 for personnel (IH Health Educator) and \$10,000 for local expenses (phone, travel, and the like) to the HD to support the implementation for this program.

District Board of Health Information and Resources

- A copy of the MMWR regarding the recent outbreak of CVA6 is attached.
- A version of the County Health Rankings that is interactive has been posted to the following website:

<http://www.countyhealthrankings.org/#app/nevada/2012/rankings/outcomes/1>

*Joseph P. Iser MD, DrPH, MSc*

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Joseph P. Iser, MD, DrPH, MSc  
District Health Officer  
Washoe County Health District



# Washoe County Health District



Public Health  
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## Morbidity and Mortality Weekly Report (MMWR)

### **Notes from the Field: Severe Hand, Foot, and Mouth Disease Associated with Coxsackievirus A6 – Alabama, Connecticut, California, and Nevada, November 2011–February 2012**

#### *Weekly*

March 30, 2012 / 61(12);213-214

Hand, foot, and mouth disease (HFMD) is a common viral illness caused by enteroviruses that predominantly affects children aged <5 years. In the United States, outbreaks of HFMD typically occur during summer and autumn months. The most common cause of HFMD in the United States has been enterovirus serotype coxsackievirus A16. Most infections are asymptomatic; persons with signs and symptoms typically have a mild febrile illness with rash on the palms of the hands and soles of the feet, and sores in the mouth. HFMD also has been associated, often weeks after initial symptom onset, with nail dystrophies (e.g., Beau's lines or nail shedding).

From November 7, 2011, to February 29, 2012, CDC received reports of 63 persons with signs and symptoms of HFMD or with fever and atypical rash in Alabama (38 cases), California (seven), Connecticut (one), and Nevada (17). HFMD is not a reportable disease in the United States; the cases were identified as unusual by health-care providers or by a department of health that contacted CDC for diagnostic assistance. Clinical specimens were collected from patients in 34 of the 63 cases. Coxsackievirus A6 (CVA6) was detected in 25 (74%) of those 34 patients by reverse transcriptase–polymerase chain reaction and partial sequencing of the VP1 gene at CDC or at the California Department of Public Health. No enteroviruses were detected in the other nine patients.

Of the 63 patients, 40 (63%) were aged <2 years, and 15 (24%) were adults aged ≥18 years; 44 (70%) of the patients had exposure to a child care facility or school, and eight (53%) of the 15 adults had contact with children in child care where cases of HFMD were reported, or provided medical care or were related to a child with HFMD. Rash and fever were more severe, and hospitalization was more common than with typical HFMD. Signs of HFMD included fever (48 patients [76%]); rash on the hands or feet, or in the mouth (42 [67%]); and rash on the arms or legs (29 [46%]), face (26 [41%]), buttocks (22 [35%]), and trunk (12 [19%]). Of 46 patients with rash variables reported, the rash typically was maculopapular; vesicles were reported in 32 (70%) patients and scabs in 30 (65%) patients. Shedding of nails

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occurred after initial infection in two (4%) patients. Of the 63 patients, 51 (81%) sought care from a clinician, and 12 (19%) were hospitalized. Reasons for hospitalization varied and included dehydration and/or severe pain. No deaths were reported.

The age ranges of patients, severity of illness, seasonality of disease, and identification of CVA6 in these cases were unusual for HFMD in the United States. CVA6 has been associated with more severe and extensive rash than HFMD caused by other enteroviruses (1). Since 2008, international outbreaks of CVA6 HFMD in children and adults have been described (1–4), but no outbreaks had been reported in the United States previously. Although all 25 of the CVA6 strains identified in the U.S. cases were genetically closely related (based on partial VP1 gene sequences) to CVA6 strains identified in recent international outbreaks, no epidemiologic evidence (e.g., travel history) has directly linked any of the U.S. cases to importation.

HFMD is spread from person to person by contact with saliva, respiratory secretions, fluid in vesicles, and feces. Transmission of HFMD can be reduced by maintaining good hygiene, including handwashing and disinfection of surfaces in child care settings (5). CDC continues to receive reports of CVA6-associated HFMD. Persons who suspect a severe case of HFMD should contact their health-care provider. Local or state health departments may contact CDC for assistance with enterovirus laboratory diagnosis.

## Reported by

*Mary G. McIntyre, MD, Kelly M. Stevens, MS, Sherri Davidson, MPH, Tina Pippin, Dagny Magill, MPH, Alabama Dept of Health. Julie A. Kulhanjian, MD, Children's Hospital and Research Center, Oakland; Daniel Kelly, MD, Pacific Pediatrics Medical Group, San Francisco; Tara L. Greenhow, MD, Kaiser Permanente, San Francisco; Maria L. Salas, MPH, Shigeo Yagi, PhD, Tasha Padilla, Ricardo Berumen, Carol Glaser, MD, California Dept of Public Health. Marie Louise Landry, MD, Jason Lott, MD, Yale New Haven Hospital, New Haven, Connecticut. Lei Chen, PhD, Susanne Paulson, Melissa Peek, Kathleen Hanley, Randall Todd, DrPH, Joseph Iser, MD, DrPH, Washoe County Health District, Reno, Nevada. Dianna M. Blau, DVM, PhD, Div of High-Consequence Pathogens and Pathology, National Center for Emerging and Zoonotic Infectious Diseases; Shannon Rogers, MS, Allan Nix, Steve Oberste, PhD, Lauren J. Stockman, MPH, Eileen Schneider, MD, Div of Viral Diseases, National Center for Immunization and Respiratory Diseases, CDC. **Corresponding contributor:** Lauren J. Stockman, [lstockman@cdc.gov](mailto:lstockman@cdc.gov), 404-639-2553.*

## References

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