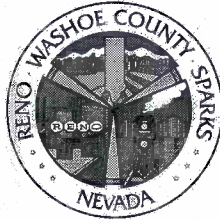


# Washoe County



MATT SMITH, Chairman  
KITTY JUNG, Vice Chairman  
GEORGE FURMAN, MD  
SHARON ZADRA

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

Telephone 775.328-2400 • Fax 775.328.2279

www.washoecounty.us/health

## *MEETING NOTICE AND AGENDA*

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

Date and Time of Meeting: Thursday, February 28, 2013, 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*

All items numbered or lettered below are hereby designated **for possible action** as if the words "for possible action" were written next to each item (NRS 241.020). An item listed with asterisk (\*) next to it is an item for which no action will be taken.

| Time                  | Agenda Item No. | Agenda Item  | Presenter   |
|-----------------------|-----------------|--|-------------|
| 1:00 PM               | *1.             | Call to Order, Pledge of Allegiance Led by Invitation  | Mr. Smith   |
|                       | *2.             | Roll Call  | Ms. O'Neill |
| <b>Public Comment</b> | *3.             | Public Comment (limited to three (3) minutes per person)   | Mr. Smith   |
|                       | 4.              | Approval/Deletions to Agenda for the February 28, 2013 Meeting                                     | Mr. Smith   |
|                       | 5.              | Approval/Additions/Deletions to the <b>Minutes</b> of the <b>January 24, 2013 Regular Meeting.</b> | Mr. Smith   |

| Time | Agenda Item No. | Agenda Item   | Presenter              |
|------|-----------------|---|------------------------|
|      | *6.             | <p>Recognitions</p> <p>A. Introduction of new employee(s) – Genine Wright, AQM - Air Quality Specialist I</p> <p>B. Promotions – None.</p> <p>C. Years of Service – Diane A. Freedman – CCHS – 20 years</p> <p>D. Recognitions –</p> <p>(1) Certificate of appreciation to the Washoe County Health District from the United States War Dog Association for the support and generosity of your staff.</p> <p>(2) Medical Interpreter Certification – Maria Magana</p> <p>E. Retirements – Katie Hill, CCHS – 22.5 years</p>   | Mr. Smith and Mr. Dick |
|      | 7.              | Proclamations – None.   |                        |
|      | 8.              | <p><b><u>Consent Agenda: Matters which the District Board of Health may consider in one motion. Any exceptions to the Consent Agenda must be stated prior to approval.</u></b></p> <p><b>A. <u>Air Quality Management Cases:</u></b></p> <p>1. Recommendation to Uphold Unappealed Citations to the Air Pollution Control Hearing Board:</p> <p>a. <b>Jackson Food Store #134 – Case 1110, NOV 5234; 735 South Meadows Parkway, Reno NV 89511</b></p> <p>2. Recommendation of Cases Appealed to the Air Pollution Control Hearing Board. <b>None.</b></p> <p>3. Recommendation for Variance: <b>None.</b></p> | Ms. Albee              |

| Time | Agenda Item No. | Agenda Item  | Presenter  |
|------|-----------------|--|--|
|      |                 | <p data-bbox="526 302 1224 443"><b>B. <u>Sewage, Wastewater &amp; Sanitation Cases:</u></b><br/>Recommendation to Approve Variance Case(s) Presented to the Sewage, Wastewater &amp; Sanitation Hearing Board. <b>None.</b></p> <p data-bbox="526 485 1198 516"><b>C. <u>Budget Amendments / Interlocal Agreements:</u></b></p> <ol data-bbox="574 558 1224 1902" style="list-style-type: none"> <li data-bbox="574 558 1224 884">1. Approval of Notice of Subgrant Award (continuation award) from the Nevada Department of Health and Human Services, Health Division, Sexually Transmitted Disease (STD) Prevention and Control Program, for the period January 1, 2013 through December 31, 2013 in the amount of \$119,023 in support of the STD Program, IO 10014; and authorize the Chairman of the Board to sign;</li> <li data-bbox="574 926 1224 1178">2. Approval of Grant Agreement #A-00905413-0 (continuation agreement) from the U.S. Environmental Protection Agency (EPA) for partial funding in the amount of \$524,508 for the period 10/1/12 through 9/30/13 for the Air Quality Management, EPA Air Pollution Control Program, IO 10019.</li> <li data-bbox="574 1220 1224 1503">3. Approval of Notice of Subgrant Award (continuation award) from the Nevada Department of Health and Human Services, Health Division for the period January 1, 2013 through December 31, 2013 in the amount of \$99,223, for the Immunization Program Grant (IOs 10028 &amp; 10029), and authorize the Chairman of the Board to sign.</li> <li data-bbox="574 1545 1224 1902">4. Ratification of Interlocal Agreement between the Washoe County Health District (WCHD) and the Board of Regents of the Nevada System of Higher Education on Behalf of the University of Nevada Cooperative Extension to utilize WCHD facilities for the "All 4 Kids©: Resiliency in the Obesogenic Environment: research project for the period upon approval by all parties through June 30, 2013, unless extended by the mutual agreement of the Parties; in no event shall this</li> </ol> | <p data-bbox="1263 558 1406 590">Ms. Cooke</p> <p data-bbox="1263 926 1406 957">Ms. Cooke</p> <p data-bbox="1263 1220 1406 1251">Ms. Cooke</p> <p data-bbox="1263 1545 1414 1577">Ms. Buxton</p> |

| Time | Agenda Item No. | Agenda Item   | Presenter  |
|------|-----------------|---|--|
|      |                 | <p>agreement extend beyond June 30, 2018; and if approved, authorize the Chairman to execute.</p> <p>5. Recommend approval of donation of one 50 gallon tank with boom to the Churchill County Mosquito Vector and Weed Control District with a current market value estimated at \$200.</p> <p>D. <b><u>Reappointment of Ronald Anderson, P.E., to the Sewage, Wastewater and Sanitation (SWS) Hearing Board.</u></b></p>  | <p>Ms. Buxton</p> <p>Mr. Tyre</p>                        |
|      | 9.              | <b><u>Air Pollution Control Hearing Board Cases appealed to the District Board of Health.</u></b>   | Ms. Albee  |
|      | 10.             | <p><b><u>Regional Emergency Medical Services Authority:</u></b></p> <p>A. Review and Acceptance of the Operations and Financial Reports for January, 2013; and</p> <p>B. Update of REMSA's Community Activities Since January, 2013</p> <p>C. Presentation regarding REMSA's Healthcare Innovation Grant</p>  | <p>Mr. Gubbels</p> <p>Mr. Gubbels</p> <p>Ms. Staffan</p> |
|      | *11.            | Inter-Hospital Coordinating Council ("IHCC") Presentation regarding Accomplishments   | Dr. Todd and Ms. Conti                                   |
|      | 12.             | <b><u>PUBLIC HEARING:</u></b> Proposed approval and adoption of revisions to the Health Department Fee Schedule, specific to: (a) Air Quality Management Division, in accordance with the Washoe County District Board of Health Regulations Governing Air Quality Management; (b) Community and Clinical Health Services Division, and; (c) Environmental Health Services Division, in accordance with the Washoe County District Board of Health Regulations Governing Food Establishments; Washoe County District Board of Health Regulations Governing Sewage, Wastewater, and Sanitation; Washoe County District Board of Health Regulations Governing the Prevention of Vector-Borne Diseases; Washoe County District Board of Health | Ms. Stickney and Ms. Cooke                               |

| Time | Agenda Item No. | Agenda Item   | Presenter    |
|------|-----------------|---|--------------|
|      |                 | Regulations Governing Liquid Waste; Washoe County District Board of Health Regulations Governing Invasive Body Decoration Establishments; Washoe County District Board of Health Regulations Governing Public Bathing Places; Washoe County District Board of Health Regulations Governing Public Spas; Washoe County District Board of Health Regulations Governing Mobile Home and Recreational Vehicle Parks; Washoe County District Board of Health Regulations Governing Solid Waste Management; and the Washoe County District Board of Health Regulations Governing Well Construction. |              |
|      | 13.             | Presentation and Adoption of the Washoe County Health District Refund Policy  | Ms. Cooke    |
|      | 14.             | Review and Acceptance of the Monthly Public Health Fund Revenue and Expenditure Report for January, 2013  | Ms. Stickney |
|      | 15.             | Discussion and Possible Direction to Staff Regarding FY14 Health Fund Budget  | Ms. Stickney |
|      | 16.             | <b><u>PUBLIC HEARING:</u></b> Proposed Approval and Adoption of the Revisions to "The Washoe County Portion of the Nevada State Implementation Plan for the 2008 Ozone NAAQS: Demonstration of Adequacy."   | Mr. Inouye   |
|      | 17.             | Presentation of Air Quality Management Division Accomplishments and Strategic Plan.   | Mr. Dick     |
|      | 18.             | Review and Acceptance of the 2013 Legislative Activity Report   | Mr. Dick     |
|      | *19.            | <b><u>Staff Reports and Program Updates</u></b>   |              |
|      |                 | A. <b>Director, Epidemiology and Public Health Preparedness</b> - Communicable Disease; Public Health Preparedness; Emergency Medical Services; and Vital Statistics  | Dr. Todd     |
|      |                 | B. <b>Director, Community and Clinical Health Services</b> – Clinical Programs and Non-Communicable Disease Updates   | Mr. Kutz     |

| Time                  | Agenda Item No. | Agenda Item   | Presenter    |
|-----------------------|-----------------|---|--------------|
|                       |                 | C. <b>Director, Environmental Health Services</b><br>Food Program; Land Development; Solid Waste/Special Events; and Vector-Borne Disease Program   | Mr. Sack     |
|                       |                 | D. <b>Director, Air Quality Management</b> – Air Quality; Planning and Monitoring Activity; Permitting Activity; Compliance & Inspection Activity; and Permitting & Enforcement Activity  | Mr. Dick     |
|                       |                 | E. <b>Administrative Health Services Officer</b> – Technology Update  | Ms. Stickney |
|                       |                 | F. <b>District Health Officer</b> – 2013 Legislative Session; Budget; Human Resources; Communication; Accreditation; Washoe County and Community Activities; Health District Media Contacts and Outreach; Statewide (and Beyond) Organizational Efforts; RWJF Shared Services Learning Community Grant Update; and District Board of Health Information and Resources | Mr. Dick     |
| <b>Board Comment</b>  | *20.            | Limited to Announcements or Issues for Future Agendas   | Mr. Smith    |
|                       | 21.             | Emergency Items   | Mr. Dick     |
| <b>Public Comment</b> | *22.            | Public Comment (limited to three (3) minutes per person). No action may be taken.   | Mr. Smith    |
|                       | 23.             | Adjournment   | Mr. Smith    |

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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 District Board of Health Meeting Minutes January 24, 2013

Health District

**PRESENT:** Mr. Matt Smith, Chairman, Councilwoman Ratti, Dr. George Hess, and Dr. George Furman

**ABSENT:** Commissioner Jung; Councilwoman Zadra; Dr. Denis Humphreys

**STAFF:**

Joseph P. Iser, District Health Officer  
 Eileen Stickney, Administrative Health Services Officer, Administrative Health Services  
 Robert Sack, Division Director, Environmental Health Services  
 Charlene Albee, Branch Enforcement Chief, AQM  
 Lori Cooke, Fiscal Compliance Officer, AHS  
 Phil Ulibarri, Public Information Officer, AHS  
 Stacey Akurosawa, EMS Coordinator, EPHP  
 Leslie Admirand, Deputy District Attorney  
 Peggy F. O'Neill, Recording Secretary

Kevin Dick, Division Director, Air Quality Management  
 Steve Kutz, Division Director, Community and Clinical Health Services  
 Randall Todd, DrPH, Division Director, Epidemiology and Public Health Preparedness  
 Daniel Inouye, Air Quality Supervisor, AQM  
 Patsy Buxton, Fiscal Compliance Officer, AHS  
 Steve Fisher, Department Computer Application Specialist, AQM  
 Peg Caldwell, Registered Nurse I, EPHP  
 Laurie Griffey, Administrative Assistant I, AHS

| TIME / ITEM     | SUBJECT / AGENDA   | DISCUSSION   | ACTION   |
|-----------------|--|--|--|
| 1:05 pm<br>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. Iser. Roll call was taken and a quorum noted.  |  |
| 3.              | <b>Public Comment</b>  | No public comment was presented.   |  |
| 4.              | <b>Approval/Deletions – Agenda – January 24, 2013</b>              | Chairman Smith called for any deletions to the Agenda of the January 24, 2013 DBOH Meeting.<br><br>Dr. Iser directed the Board Members to the new layout of the Agenda which models the form of the Board of County Commissioners. | Dr. Hess moved, seconded by Councilwoman Ratti, that the January 24, 2013 Agenda be approved as submitted.<br><br><b><u>MOTION CARRIED</u></b> |



| TIME / ITEM | SUBJECT / AGENDA   | DISCUSSION  | ACTION   |
|-------------|--|---|--|
| 5.          | Approval/Additions/Deletions to the Minutes of the December 6, 2012 Strategic Planning Retreat and December 20, 2012 Regular Meeting | <p>Chairman Smith called for any additions or corrections to the minutes of the December 6, 2012 Strategic Planning Retreat and the December 20, 2012 Regular Meeting.</p> <p>Dr. Furman stated that he should abstain since he was not in attendance at the December 20 meeting; however, Ms. Admirand informed him that his abstention was not required and his vote was needed for the motion to pass.</p> | <p>Councilwoman Ratti moved, seconded by Dr. Hess, that the minutes of the December 6, 2012 Strategic Planning Retreat and the December 20, 2012 Regular Meeting be approved as presented.</p> <p><b><u>MOTION CARRIED</u></b></p> |
| 6.          | Recognitions   | Dr. Iser and Chairman Smith presented the CARES/SART Partner Recognition to the WCHD Sexual Health Program Partnership.   |  |
| 7.          | Election of District Board of Health Chair – 2013 / 2014 Term  | Chairman Smith called for nominations for Chairman for the 2013/2014 term.  | <p>Dr. Hess moved, seconded by Councilwoman Ratti, that Mr. Smith be re-elected Chairman for the 2013/2014 term.</p> <p><b><u>MOTION CARRIED</u></b></p>   |
| 8.          | Election of District Board of Health Vice Chair – 2013 / 2014 Term   | Chairman Smith called for nominations for Vice Chair for the 2013/2014 term.  | <p>Chairman Smith moved, seconded by Councilwoman Ratti, that Commissioner Jung be re-elected Vice Chair for the 2013/2014 term.</p> <p><b><u>MOTION CARRIED</u></b></p>   |
| 9.          | Consent Agenda   | <p>Dr. Humphreys and Chairman Smith requested that Agenda Item Nos. 8.D and 8.E., respectively, be pulled from the Consent Agenda for discussion.</p> <p><b>A. <u>Air Quality Management Cases:</u></b></p> <p>1. Unappealed Citations to the Air Pollution Control Hearing Board:</p>  |  |

- a. **Mustang Market - Case No. 1105, Unappealed Citation No. 5317** – Staff reported **Citation No. 5317**, was issued to **Mustang Market** on November 16, 2012, for failure to conduct the required annual performance testing in accordance with Condition No. 4 of Permit to Operate No. G02-0011, which is a major violation of Section 030.2175 of the Washoe County DBOH Regulations Governing Air Quality Management. Staff recommends the citation be **upheld** and a fine in the amount of **\$1,250.00** be levied as a **negotiated fine**.
- b. **4 Wheel Parts - Case No. 1106, Unappealed Citation No. 5316** – Staff reported **Citation No. 5316**, was issued to **4 Wheel Parts** on November 13, 2012, for failure to have an asbestos survey performed by a qualified person and submitted to Air Quality for the issuance of an Acknowledgement of Asbestos Assessment prior to demolition/renovation of a commercial facility, which is a major violation of Section 030.105(b)(10) of the Washoe County DBOH Regulations Governing Air Quality Management. Staff recommends the citation be **upheld** and a fine in the amount of **\$2,500.00** be levied as a **negotiated fine**.
- c. **Quickie Mart - Case No. 1107, Unappealed Citation No. 5315** – Staff reported **Citation No. 5315**, was issued to **Quickie Mart** on November 14, 2012, for failure to conduct the required annual performance testing in accordance with Condition No. 4 of Permit to Operate No. G02-0006, which is a major violation of Section 030.2175 of the Washoe County DBOH Regulations Governing Air Quality Management. Staff recommends the citation be **upheld** and a fine in the amount of **\$1,250.00** be levied as a **negotiated fine**.
- d. **Preservation Restoration Service – Case No. 1108, Unappealed Citation No. 5318** – Staff reported **Citation No. 5318**, was issued to **Preservation Restoration Service** on November 20, 2012, for failure to conduct proper asbestos survey, provide notification to Air Quality, and using improper work practices during removal of asbestos containing materials involved in the demolition/renovation of a commercial facility, which is a major violation of Sections 030.105(B)(10) and 020.107(A), (B), and (C) of the Washoe County DBOH Regulations Governing Air Quality Management. Staff

recommends the citation be upheld and a fine in the amount of \$2,500.00 be levied as a negotiated fine.

e. **Heavenly Auto Body – Case No. 1109, Unappealed Citation No. 5319** – Staff reported Citation No. 5319, was issued to **Heavenly Auto Body** on November 29, 2012, for operating an auto body repair facility without a permit to operate, which is a major violation of Section 030.000 of the Washoe County DBOH Regulations Governing Air Quality Management. Staff recommends the citation be upheld and a fine in the amount of \$2,500.00 be levied as a negotiated fine.

2. Recommendation to Uphold Citation Appealed to the Air Pollution Control Hearing Board: None.

3. Recommendation for Variance: None.

B. Sewage, Wastewater & Sanitation Cases: None.

C. Budget Amendments / Interlocal Agreements:

1. The Board was advised Staff recommends retroactive accept of the Notice of Grant award in the amount of \$125,000 for the period of January 15, 2013 to January 14, 2015 in support of the Robert Wood Johnson Foundation (RWJF) Northern Nevada Shared Services Learning Community grant (IO-TBA); Authorize travel and travel reimbursements for non-County employees (John Packham, PhD, Emily Brown, MPH, CPH, and Peggy O'Neill) in the approximate amount of \$16,400, supported by the grant award; and, if approved, authorize the DBOH Chairman to execute the grant documents; and if approved, direct Finance to make the appropriate budget adjustments.

2. The Board was advised Staff recommends approval of amendments totaling an increase of \$62,216 in both revenue and expense to the FY13 Centers for Disease Control and Prevention (CDC) Epidemiology and Laboratory Capacity (ELC) Affordable Care Act Federal Grant Program, IO 10984; and, if approved, authorize the Chairman to execute.

**ACTION ITEMS: (1)**  
 Letters to Mustang Market;  
 4 Wheel Parts; Quickie Mart; Preservation Restoration Services; and Heavenly Auto Body regarding fines and due dates; and (2) Letter to Jim Kenney regarding appointment to Air Pollution Control Hearing Board.

| TIME / ITEM | SUBJECT / AGENDA  | DISCUSSION   | ACTION  |
|-------------|---|--|---|
|             |   | <p>D. Staff recommends acceptance of the Washoe County Health District Employee Manual.</p> <p>E. Staff recommends appointment of Jim Kenney to the Air Pollution Control Hearing Board.</p>   | <p>Dr. Hess moved, seconded by Councilwoman Ratti, that the Consent Agenda be approved as presented in a single motion.</p> <p><b><u>MOTION CARRIED</u></b></p> |
| 10.         | <p><b>Air Pollution Control Hearing Board Cases Appealed to the District Board of Health.</b></p>           | <p>There were no cases heard this month.</p>   |   |
| 11.         | <p><b>Presentation on the Washoe County Health District's Indirect Cost Allocation Plan Methodology</b></p> | <p>Mr. Scott Mayne stated that he assists the Health District, Washoe County, Water Resources, District Attorney's office, Social Services, the TMFPD, and others in developing their federally approvable indirect cost rates. Mr. Mayne stated that he began doing this type work in 1979 when he worked for Clark County.</p> <p>Mr. Mayne stated that not everyone in government uses this practice, and of those who do, not everyone uses it well. However, in his opinion, Washoe County practices the concept well and has done it well for many years.</p> <p>Mr. Mayne stated that much of the indirect cost rate for the State of Nevada is direct charged out. Washoe County chooses to leave most of the central service cost in a general service agency type. Indirect costs are those costs that support the actual operating agencies of the County. For example, IT, Human Resources, and the District Attorney's office help and support all of the other departments of the County. Mr. Mayne and staff go through a three month process of identifying a lot of the costs based on federal definition for what is allocable to the operating departments of the County, including the Health District.</p> <p>Mr. Mayne stated that the State of Nevada allocates approximately \$15 Million out in their state-wide cost allocation plan. Washoe County is unique in that it allocates approximately \$43 Million out in its cost allocation plan. That is because there was a personnel assessment for HR at the state level that gets charged to each operating division. There is a charge for the Attorney General's office that gets direct charged to each operating division, and so on. Washoe County has those as a Central Service Cost that they include as an indirect cost instead of a direct cost. So we are dealing with</p> |   |

outside entities and people see what our indirect cost rate is; the cost of administrative cost to general operating costs. Washoe County's is very high because we do this Central Service Cost rather than direct charge, and that goes down to the Health District. The Health District's indirect cost rate was built out of this Central Service allocation at the County level, but it also includes the administrative structure of the Health District, and we are taking it down to the Division level to give each division an individual indirect cost rate. Those rates are based upon federal definitions of what is an administrative indirect cost versus a direct cost.

**Board Comments**

Dr. Hess asked that Mr. Mayne define "direct cost" and "indirect cost." Mr. Mayne stated that indirect costs are those activities that benefit multiple operating units or supervises and assists all operating units of the department. We can go down to lower levels than that, but Mr. Mayne is trying to be general in nature. The County Cost Allocation Plan is approximately 150 pages of calculations. The Health District's Indirect Cost Policy is only about 6 or 7 pages, but it is based upon the County's COWCAP. Mr. Mayne offered to meet with any Board Member who would like a more in depth discussion of the methodology.

Dr. Hess stated that he is concerned about how high the Health District's Indirect Cost Rates are, because in his experience in working with grants, there is no way that the federal government, or virtually any grantor, would reimburse at those rates.

Mr. Mayne stated that the Health District staff is very educated and does a very good job of separating allowable and unallowable costs as defined by OMB Circular A-87, which is the basis for these calculations. There is also an associated implementation guide. Based on these federal guidelines, Health District staff identifies who is administrative and who is not administrative. Following the federal methodology takes care of these issues in generating the rate. Staff and Mr. Mayne follow those rules in developing the Health District's Indirect Cost Rate. The structure of the Health District determines and affects that rate. The higher than normal rates are a function of the County's accounting system and methodology, which creates an overall higher indirect cost rate. Clark County and the State of Nevada direct charge a great deal of their costs, which creates a lower overall indirect cost rate. The indirect costs are high because you do not pay directly for things like utilities, which is a policy decision by the County. Mr. Mayne reported that Staff has looked at some of these items, such as liability insurance and leases, are now being direct charged, but the two big drivers for the Health District are Facility Management (this location and utilities); IT; and the OPEB

contribution. Mr. Mayne stated that in the last few years, the IRS has required that retiree health benefits be fully funded. Mr. Mayne further stated that in preparation for this presentation, he went back and looked at the COWCAP allocation for the last few years, and in 2003 the County-wide Cost Allocation for the Health District was \$2.5 Million, so the costs of operating have really come down across the board for the County. The OPEB contribution is really driving the COWCAP. Historically, that transfer had run approximately \$4 to \$5 Million per year. In 2011, it was \$14 Million, and 2012 it was \$20 Million. There was a GASB federal accounting requirement a couple years ago that requires government entities to fully fund these obligations. The County is catching up with that requirement. When we look at the \$20 Million for FY 12, that is approximately 40% of the whole indirect cost rate.

Chairman Smith asked why the COWCAP is not based on the General Fund Transfer amount, and Mr. Mayne replied that the methodology is to allocate those costs that benefit multiple operating departments and in allocating those costs to the benefiting agency, you are able to on some grants have an indirect cost rate to access more federal funds.

Councilwoman Ratti stated that she wanted to be clear that Chairman Smith was talking about the COWCAP, which is separate and distinct from the indirect cost rate. Mr. Mayne clarified that the results of the COWCAP are used as the basis, and he then adds the administrative costs for the Health District on top of the COWCAP to generate the Health District's indirect cost rate. The theory is to identify the actual cost of running government.

Chairman Smith asked what amount the Cities annually contribute to the Health Fund, and Councilwoman Ratti replied that at present there is no annual transfer by the Cities to directly fund the Health District; however, when the Health District was originally created, there was a shifting of the tax rate, and when we looked it up last time, the General Fund Transfer from the County is now significantly more than what would be the equivalent of the shift that tax swap. So the County is in a whole lot more than the Cities, and the Cities acknowledge that.

Ms. Pam Fine, County Finance, reported that the last time she calculated it (she did not bring the figures with her today) the County portion of what the obligation was of that original tax swap was about \$3.5 Million per year, and obviously the County is funding the Health District more than double that. Sparks was around \$1.5 Million and Reno's was around \$4 Million. Councilwoman Ratti stated this is a recurring question to her, and she would like Ms. Fine to provide that analysis for her.

Dr. Furman stated that the cost per capita for the provision of a health department in Washoe County is twice that of Southern Nevada. Dr. Furman asked Mr. Mayne to comment on that disparity. Mr. Mayne said he could not comment on that. He was not aware of that figure. Dr. Hess stated that he was initially struck by that figure also, but when he looked at SNHD's budget, and then added back in their Air Quality department, the per capita is essentially the same.

Mr. Mayne stated that he does not work with the Health District in Southern Nevada. Councilwoman Ratti asked if he is an independent contractor, and Mr. Mayne stated that he is a retired state and county employee; he worked for the County for five years, and he worked for the state for 19 years, and he worked for Clark County for six years.

Dr. Iser reported that he has worked in many counties in California, and Cost Allocation is something they have worked with for decades. Dr. Iser reported that his main issue with the COWCAP is the rapidity of its implementation. The Health District is not being given the opportunity to adjust its income to offset the additional expense. At some point that will come in to equilibrium. At the other departments where Dr. Iser has worked, there was one indirect cost rate for the department rather than the divisional rates. Dr. Iser asked why the analysis is taken to the divisional level here, and what are the benefits to that? Mr. Mayne stated that the main benefit is that you are able to show what the true cost of running that division or unit is with a divisional rate. Mr. Mayne further stated that there is a Health District Indirect Rate in the analysis he provided, and the District can use that rate. Mr. Mayne stated that there was an administrative request approximately five years ago to develop divisional rates, and since that time he has also prepared that analysis. It is absolutely appropriate to have a Health District Rate, but you have a choice. Mr. Mayne calculates a Washoe County Indirect Cost Rate. Other departments in the County chose to use one rate. That is a policy decision.

Dr. Hess asked Mr. Mayne to explain the difference between the two documents which were provided to him. Mr. Mayne stated that the one document that is approximately 18 pages is the summary pages of the County-wide Cost Allocation Plan ("COWCAP"), and the other document is the Washoe County Health District Indirect Cost Rate Implementation Plan.

Dr. Iser stated that his concern is that we have some programs that have no allocation for an indirect rate all the way to the programs in EPHP at 78%. There are administrative personnel in all divisions. For example,

TIME /  
ITEM

SUBJECT / AGENDA

DISCUSSION

ACTION

Administrative Health Services has a 0% indirect cost rate. WIC is a specific program in that division, and they have zero cost allocated to them. He believes the disparity is what is concerning to Dr. Hess. Dr. Iser stated that his preference would be to have one indirect cost rate spread across all divisions. Mr. Mayne stated that the Health District has the ability to have one administrative indirect cost rate and still meet federal standards. Mr. Mayne stated that the drawback to utilizing one indirect cost rate is that you may have a division that provides direct service to the public that you may generate rate setting from, and therefore the rate would be smaller. Those that have a small rate may see higher costs associated with having a bloated rate applied to them. Mr. Mayne restated that a single Health District rate would be an appropriate policy if that is the policy decision made.

Councilwoman Ratti stated that clearly the OPEB contribution is a significant impact, so that makes perfect sense; however, her concern is that the administrative rate will actually become inflated because of the reduction in staff and the real possibility that Division Directors are doing work that specialist below them performed in the past, but the definition doesn't allow you to split that director into direct and indirect. Mr. Mayne stated that a time study would need to be completed to facilitate accurate recording of the percentage of time attributable to direct services versus administrative functions. Councilwoman Ratti stated that this is the first time she has heard that the Health District may have more flexibility to do a more in-depth study to determine staffing patterns and improve the indirect rate. Mr. Mayne stated that this calculation is a tool. If he had a high indirect cost rate, he would be questioning why is my admin rate so high? That is a fair question. Is it that I've got too many chiefs and not enough Indians, or is it the structure and the type of service being provided?

Councilwoman Ratti stated that there has been such a dramatic reduction in staffing over a short period of time. We refer to it as the "Swiss cheese in the org chart." The organization took what it could get to balance the budget, and we are only just now reaching the point where the economy is leveling out to where we can look at a restructure for the department because of this reality.

Mr. Mayne stated that he believes the District would see a tremendous reduction in its indirect rate if the GABS ruling requiring the OPEB funding were not the reality. Forty (40%) percent of the cost is associated with OPEB, and the cost (COWCAP) in 2013 is actually the allocation that the Health District had in 2003.



Councilwoman Ratti questioned Mr. Mayne about how and when the County began to delve into direct and indirect cost rates and stated that the DBOH has never looked into the indirect cost rate, and Mr. Mayne replied that it was in 2002 when Child Welfare integration occurred, and he came to Washoe County. It was recognized at that point that the County did not have a cost allocation plan. It was identified by County management at that time that the County needed to develop an indirect cost rate so that they could pull in those federal funds for Social Services, etc. It was recognized as a good management tool for calculating the cost of doing business and providing certain services, even though the County did not fully implement these charges out to the operating divisions until the discussions last year. Mr. Mayne stated that he can certainly appreciate the impact of such a "charge" to the Health Fund being implemented rapidly, even though the calculations have been made since 2002.

Councilwoman Ratti stated that she really appreciated Mr. Mayne's presentation today because she learned a little something new today. Councilwoman Ratti has been concerned about jumping into the COWCAP on an expense management side and how to spread that out to be able to absorb the costs, but had not deliberated on how we bring down our indirect cost rate by being more proficient at tracking expenses. We have the opportunity to reduce the indirect cost rate being charged by this department by restructuring some of how we account for staffing? Mr. Mayne agreed that is one way to accomplish that goal. Mr. Mayne stated you could consolidate a couple operating units and spread out the administrative costs over those two operating units in one, it may reduce the percentage of the indirect cost rate. Councilwoman Ratti questioned whether it would reduce the COWCAP allocation, and Mr. Mayne stated it would not.

Dr. Iser stated that the RWJF CJS Grant has just been implemented, and both Dr. Iser and Ms. O'Neill will allocate portions of their time to the grant. Otherwise, we are administration, but for that program, we will be direct services on the grant. That allocation should reduce our internal cost allocation, and it will save General Fund. Dr. Iser stated that when he was in Nevada County, he allocated his time to at least 12 different programs. Here he did not do that until now.

Dr. Iser thanked Mr. Mayne for his presentation today. Dr. Iser stated that from a management perspective, it is his desire to implement a District-wide Indirect Cost Rate. Dr. Iser stated that the District as a whole is looking at efficiencies. We have made the strategic decision to try and keep the Division Directors on General Fund so that they can provide the kind of assistance to

the Legislature that may be necessary that we could not charge to a grant. Those are changes that we can make in the future.

Councilwoman Ratti stated that there is a distinction between General Fund and Restricted and indirect rate and direct rate. They are not synonymous. She questioned whether the administrative time to get to a more detailed indirect versus direct allocation of our staff would be of benefit to our constituents, tax payers, or rate payers. The strategic thing might be to not bring down our indirect rate. She is not advocating for that, but how important is it that we get to better allocation of staffing as to direct or indirect?

Dr. Hess stated that he has concern about the high rates because of the grant funding issue and competitiveness. Dr. Hess questioned the allowable rate on the PHP grants, and Dr. Todd stated that they allow 15 – 20%. Dr. Iser stated that we are implementing charging all our grants the highest allowable indirect rate. Councilwoman Ratti stated that is precisely her point. If we can only recover 15%, where is the benefit to getting more sophisticated at doing this? Dr. Iser stated that the indirect rate is not as big a concern to him as COWCAP. Dr. Iser questioned Mr. Mayne about his statement that the federal government requires that government entities fully fund OPEB. Dr. Iser stated he does not believe that his true. County Manager Simon advised Dr. Iser that the Board of County Commissioners is considering revising their allocation to OPEB on an annual basis. Possibly Ms. Fine or Mr. Rosen can confirm that, but that was the conversation we had. It is Dr. Iser's understanding that the Board of County Commissioners can choose how much to prefund or currently fund.

Mr. Mayne stated that because this was a change in policy based on federal guidelines by GASB, county government entities have been fully funding this cost to the counties or the state historically. Allowances have been given based on a county's ability to pay. Over the years we have seen the historical contribution at \$4 or \$5 Million. Once this decision was made and they had an actuarial adjustment, they started moving toward fully funding. Mr. Mayne does not know when that actuarial full funding will occur, but he does know that the County has been putting in the monies to meet that requirement since this decision and have increased their reimbursement to meet this requirement. Mr. Mayne stated he does believe it is a requirement.

Dr. Iser stated that he believes it is a choice of the public entity how much to pre-fund. Councilwoman Ratti stated that she is not an OPEB finance expert, but they went through this exercise at the City of Sparks, and her understanding is that you can "fully fund" but when you choose to put that

money into that "lockbox," then you cannot get it back if your actuarial inputs change for some reason, such as rates changing, or the entity can choose to pay as you go. Sparks looks at a yearly impact which gives them more flexibility to not have that money in a "lockbox." Councilwoman Ratti stated this is a very complex issue for each jurisdiction to decide, but this is the approach that the City of Sparks is taking. In theory, that liability will just grow, and grow, and grow.

Dr. Iser stated that he believes one reason the County has such a high credit rating is that they have chosen to fully fund that liability. Dr. Iser further stated that his second concern about COWCAP is the charge for Tech Services. Dr. Iser stated that he believes the Health District is being double charged for Tech Services, because of the amount of support the District receives from its internal DCAS staff. Dr. Iser questioned Mr. Mayne about whether those considerations are made when calculating the COWCAP and whether a credit is possible. Mr. Mayne stated that is a challenge, and it should be a discussion point within the County. Dr. Iser stated that he is beginning to have those discussions with those support departments. Mr. Mayne stated that at this point the policy decision has been to allocate based on the Health District's 250 user IDs.

Dr. Furman asked whether it is taken into account the management time and resources used in the oversight of the EMS transport franchise. Mr. Mayne stated that it is not, but it is a valid question and an area for discussion.

Ms. Fine reported to the Board on tax allocations from the Cities of Reno and Sparks and Washoe County. Ms. Fine reported that in 1963, there was a tax swap. The Cities both agreed to give up a certain amount of ad valorem tax value to Washoe County to fund the Health District. In 1962/1963, that tax value was \$55,951 from the City of Reno; \$9,335 from the City of Sparks; and \$27,470 from Washoe County. In FY 12/13, those figures are \$2,315,340 from the City of Reno; \$573,780 from the City of Sparks; and \$3,195,428 from Washoe County. If you include the value of the Central Service Costs for the General Fund, the County funded the Health District in the amount of \$8,623,891 in FY13.

Councilwoman Ratti stated that to be clear the County funded the Health District at the \$8,623,891 level, with the benefit of tax value set aside for the Health District in the amount of \$6,084,548.

12.

**Presentation regarding the Prehospital Medical Advisory Committee ("PMAC")**

**Boar Comments**

Dr. Joseph Ryan, Chairman, presented to the District Board of Health regarding PMAC's role in our community; how PMAC interacts with the EMS providers in our community; and how public policy impacts the practice of medicine in our community.

Dr. Furman questioned Dr. Ryan about the current cost of EMS delivery in our community and what would be the cost if PMAC's vision of EMS delivery is fully implemented. Dr. Ryan stated that he cannot speak to dollars specifically, but he believes we spend too much in areas where we could do better with less money. Dr. Ryan stated he does not believe we need to reproduce Emergency Medical Dispatch and multiple functions within the chain from a call to 911. It is not efficient for us to do that. It is not the best quality care. Right now, trained Emergency Medical Dispatch staff is trained in protocols that offer the best outcomes. You can't do that part-time.

Dr. Ryan stated that there are four things supported by science that save people's lives; (1) Continuous, uninterrupted CPR (which trained staff will begin instructing the bystander to commence on their loved one); (2) clearing an obstructed airway when a person can't do it themselves; (3) providing a defibrillator shock; and (4) controlling external hemorrhage. Those are the four things that make a difference to save someone's life. A system that works well would provide that set of skills to the most number of people in the community acting in the public's interest who would provide that service as rapidly as possible. Anything beyond that, while more sophisticated, is also associated with a greater risk of doing it wrong. When someone provides emergency care infrequently, which we all do, because only 7% of people calling 911 have an emergency, and only 3% have a medical emergency, we can't do that well when we don't do it very frequently. Dr. Ryan suggests that we can do better with less if we focus on what the patient needs.

Councilwoman Ratti asked Dr. Ryan to introduce "PMAC" and explain to the audience its mission and structure. Dr. Ryan stated that PMAC is a committee that meets on a quarterly basis. PMAC most typically meets at Renown. The people who are on the committee are appointed by the organization that they represent. Each hospital has a standing seat on the committee, along with the medical director for each EMS agency and the fire departments. Dr. Ryan stated that he was appointed by REMSA. We have standing membership from Family Medicine in our community who Dr. Ryan believes is appointed by the Medical Society, and the Urgent Care providers, and for quite a long time there was a representative from the Board of Health, and PMAC believes

| TIME / ITEM | SUBJECT / AGENDA   | DISCUSSION   | ACTION |
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|             |  | <p>that was valuable, so we asked Dr. Iser to be the PMAC representative from the Board of Health.</p> <p>Councilwoman Ratti asked Dr. Ryan if PMAC as an organization has reviewed the TriData recommendations and made any findings, and Dr. Ryan reported that several members of PMAC were part of the Task Force and it has been made available, but PMAC has not formally reviewed it as a group and made recommendations. Councilwoman Ratti asked Dr. Ryan if PMAC anticipates doing that, and Dr. Ryan stated PMAC would if it would be useful to the community and the decisions that need to be made. Dr. Ryan further stated that because PMAC is cross-organizational and different from other healthcare organizations, PMAC does not have the ability to provide quality review of the medical care that is provided. Hospital-based organizations have an umbrella under which those things can be discussed confidentially, so because of PMAC's organizational structure, that protection does not exist within the law. PMAC's recommendation is that that structure be in place across the organizations to improve our ability to deal with the care provided. Dr. Ryan stated that the chairman is elected by the members.</p> <p>Dr. Hess stated that the problems he sees between geography, the multiple jurisdictions, etc., that the TriData report provided a good solution, but it will cost money. The CAD to CAD linkage that we've been discussing is a great solution. Dr. Ryan stated that the majority of 911 calls are for law enforcement. The next largest group of 911 calls is medical. Of those medical calls, 7% are actual emergencies, and only 3% of those calls are life-threatening emergencies. Dr. Ryan stated that the modern dispatch centers that work best are dispatch centers in which specialists manage the major areas (i.e., law enforcement, fire, medical). The initial call taker should only offer (911 – what is your emergency) and then be able to cognitively route to the proper specialist. It is not possible for a generalist to be great at what law enforcement needs while at the same time understanding and doing well with a medical problem.</p> |        |
| 13.         | <p><b><u>Regional Emergency Medical Services Authority:</u></b></p> <p>A. Review and Acceptance of the Operations and Financial Reports for November and December, 2012; and</p> | <p>Mr. Jim Gubbels, Vice President of REMSA, reported that the DBOH members have been provided with a copies of the November and December, 2012 Operations and Financial Reports; overall emergency response times in November for Priority One compliance was at 92%, in the 8-minute zone, it was 92%; for the 15-minute zone, it was 98%; for the 20-minute zone it was</p>   |        |

96%. For Priority Two compliance it was 97%.

Overall emergency response times in December for Priority One compliance was at 93%; in the 8-minute zone, it was 93%; for the 15-minute zone, it was 100%; for the 20-minute zone it was 96%. For Priority Two compliance it was 96%.

Mr. Gubbels advised the overall average bill for air ambulance service to date is \$7,639, and overall average bill for ground ambulance services to date is \$1,026.

**Board Comments:**

Dr. Hess stated that he read a recent article in the newspaper about non-natural causes of death speaking to accidents and injury. Dr. Hess stated that he was surprised by the percentages of death related to accidents and injury and questioned if REMSA captures data on causes and what the community is doing to impact this public health problem.

Mr. Gubbels discussed the activities of the statewide initiative on Zero Fatalities. Dr. Iser reported that last year the Health District applied for a grant through the CDC which provides a Public Health Prevention Specialist. This year, the Health District is applying for two grants for Specialists, one in Chronic Disease and one for Injury Prevention, and the goal would be to look at in more depth REMSA's data at unintentional injury, suicide, and gunshot wound data.

**B. Update of REMSA's Community Activities Since October, 2012**

Mr. Gubbels reported that the past President, Patrick Smith, has stepped down from the position, and the Board of Directors of REMSA has offered the position to Mr. Gubbels. Mr. Gubbels has accepted the position. Mr. Gubbels stated that Patrick Smith has put his heart and soul into REMSA over the last 23 years, and REMSA's accomplishments during that time are in great part due to Patrick's hard work. REMSA appreciates and respects what Patrick has done for REMSA. The organizational transition has been a part of REMSA's plan for several years and we have been working on this effort.

Mr. Gubbels reported that the Innovation Grant has accepted REMSA's operational plan, and it will move forward as of December 31. All the planning we have done will now be implemented. REMSA has hired 9 internal paramedics. They start their training period on January 8. It will be a 16-month training program, and we are currently in the process of working with our community clinics and partners to look at how they will work within those clinics. We are also now having conversations with the hospitals on how they

Dr. Hess moved, seconded by Councilwoman, to accept the REMSA Operations and Financial Reports for November and December, 2012, as presented.

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| TIME / ITEM | SUBJECT / AGENDA  | DISCUSSION   | ACTION |
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|             |   | <p>will work with them. Mr. Gubbels offered to do a short presentation to the DBOH on the Innovation Grant and how the three integration pieces will be implemented into the community.</p> <p>Chairman Smith asked the Board members if they would like to see that presentation and received consensus.</p> <p>Mr. Gubbels reported that the Fitch and Washko Reports are completed, and they have been delivered to REMSA. The REMSA Board will accept the reports at their next meeting, and then we will deliver them to the Chairman of the District Board of Health.</p> <p>Councilwoman Ratti asked for clarification on the second report, and Mr. Gubbels stated that it is the Washko Report, and that is the name of the consultant, and the Washko Report is the one that goes through the 38 recommendations included in the TriData Report.</p>   |        |
| 14.         | <p><b>Presentation Regarding 38 Recommendations in the Tri-Data Report; and Presentation, Discussion, and Possible Direction to Staff regarding Emergency Medical Services ("EMS"), Including Recommendations Contained in the TriData Report and Various Other EMS Studies</b></p> | <p>Dr. Iser presented the EMS timeline since the last meeting of the District Board of Health on November 15.</p> <p>Related Action in January: January 7, 2013 Managers' Meeting, which included Dr. Iser, Dr. Todd, and Ms. Akurosawa, the Fire chiefs, and some deputy city managers and others. What we agreed to do there was to set up a process to look at the 38 recommendations contained in the TriData Report. Ms. Akurosawa has developed a spreadsheet that sets out the 38 recommendations and the Health District's position on those recommendations, a copy of which is in your packet.</p> <p>The next Managers' Meeting was on January 23, 2013. We began going through the individual TriData items to understand all comments from each jurisdiction. In the next month's presentation, Dr. Todd and Dr. Iser will present the Health District's view on those recommendations.</p> <p>Mr. Slaughter was tasked with developing an agenda for the February 11 concurrent meeting. Someone representing Fire will make a presentation on the 38 Recommendations as they relate to REMSA, and the Sheriff will make a presentation on Dispatch, and Dr. Iser volunteered and was tasked with drafting a narrative on what the EMS agency/authority would look like.</p> <p>Dr. Iser asked that Dr. Todd present on the Health District's comments on the 38 Recommendations. Dr. Iser stated that they have received comments</p> |        |

from each Fire jurisdiction also, but are not yet at liberty to share those comments publicly.

Councilwoman Ratti asked if Dr. Iser was expecting action on these recommendations today, and Dr. Iser replied only if that is the Board's desire. Councilwoman Ratti stated that without a more in depth review, she is not ready to take action on this report.

Dr. Todd reported that his goal is to orient the Board to the document and the process that the group with which Dr. Iser is working is taking.

Dr. Hess asked if there is proposed action on the agenda for the February 11<sup>th</sup> meeting, and Dr. Iser responded that he has not yet seen an agenda, but Mr. Slaughter may discuss with each entity a proposed action to be taken. Dr. Iser stated that he does not believe any action should be taken at the February 11<sup>th</sup> meeting, but he is not sure the position of each group.

Chief Hernandez reported to the Board that at the Managers' and Stakeholders' meeting the group progressed through only about ¼ of the document, and it is the intent to fully vet the document and get recommendations from each respective political entity and combine the comments into one and submit that to the Board of Health as well as the councils of each entity for comments, recommendations, suggestions, or action.

Councilwoman Ratti questioned if that would be done by the 11<sup>th</sup>, and Chief Hernandez stated he did not see how that could be accomplished in that time frame. Dr. Iser stated that part of the February 11<sup>th</sup> meeting is designed to orient the new members of each governing body to the EMS issues, and Dr. Cohen will present at the concurrent meeting. Chief Hernandez stated that John Slaughter was directed to draft an agenda item to address bringing the new members up to date on the issues, and Councilwoman Ratti stated that is her understanding as well.

Dr. Randall Todd presented Agenda Item No. 14 to the Board for their review and oriented the Board to the design and layout of the document. Dr. Todd noted that not every recommendation in the TriData Report was targeted at the REMSA Franchise. Dr. Todd stated that this document was sent out to all of the stakeholders and asked that they put in their comments, concerns, suggestions, or opinions in different colors so that when we went back to the meeting we could then attempt to form consensus on the issues. That is what really got started yesterday. We did not include those comments in this report



| TIME / ITEM | SUBJECT / AGENDA   | DISCUSSION  | ACTION  |
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|             |  | <p>for you since they are just initial starting points, and there is a lot more discussion that needs to take place. Dr. Iser did want to include the Health District's initial starting position for your review so that if you did have concerns or wish to aim staff in a different direction, you would have the ability to do that.</p>  |   |
| 15.         | <p><b><u>PUBLIC HEARING:</u></b><br/> <b>Proposed approval and adoption of the revisions to "The Washoe County Portion of the Nevada State Implementation Plan to meet the Nitrogen Dioxide Infrastructure SIP requirements of Clean Air Act Section 110(a)(2)".</b></p> | <p>Mr. Daniel Inouye begin a the presentation on the proposed revisions to the Washoe County Portion of the Nevada State Implementation Plan to meet the Nitrogen Dioxide Infrastructure SIP requirements of the Clean Air Act.</p> <p>Ms. Admirand stopped the proceedings based on the temporary loss of a quorum. The meeting was recessed at 2:50 pm.</p> <p>Chairman Smith reconvened the meeting of the District Board of Health at 2:56 pm.</p> <p>Mr. Inouye stated that the EPA establishes health based national ambient air quality standards for six criteria pollutants including Nitrogen Dioxide. The Clean Air Act directs states to address basic requirements to implement, maintain, and enforce these standards. Many of the Clean Air Act elements relate to the general information and authorities that constitute the "infrastructure" of a state's air quality management program. States are required to submit an Infrastructure SIP within three years after promulgation of a new or revised standard.</p> <p>This I-SIP is a summary of current air quality management elements in Washoe County's portion of the Nevada Nitrogen Dioxide SIP. It includes air quality regulations and programs demonstrating the Health District's ability to meet these Clean Air Act requirements.</p> <p>Mr. Inouye reported that if the I-SIP is approved and adopted, it will be submitted to the EPA through the Nevada Division of Environmental Protection as a revision to the Washoe County portion of the Nevada NO<sub>2</sub> SIP.</p> <p>Chairman Smith opened the Public Hearing and called for anyone who wished to speak. No one appeared to speak. Chairman Smith closed the public hearing and reopened the meeting of the District Board of Health.</p> <p>Chairman Smith queried the DBOH for comments or action.</p> | <p>Dr. Hess moved, seconded by Dr. Furman, to approve and adopt the revisions to the Washoe County Portion of the Nevada State Implementation Plan to meet the NO<sub>2</sub> I-SIP requirements of the Clean Air Act.</p> <p><b>MOTION CARRIED</b></p> |
|             | <p><b>Board Comment</b></p>  |   |   |

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| 16.         | <p><b><u>PUBLIC HEARING:</u></b><br/> <b>Proposed approval and adoption of the revisions to "The Washoe County Transportation Conformity Plan."</b></p> <p><b>Board Comment</b></p>               | <p>Mr. Inouye presented a staff report regarding the approval and adoption of the revisions to the Washoe County Transportation Conformity Plan. Mr. Inouye reported that the Clean Air Act requires that long and short-range transportation plans prepared by local metropolitan planning organizations (MPO) conform to local air quality SIPs. The RTC of Washoe County is the local MPO. Transportation Conformity SIPs are the federally enforceable plans that ensure this evaluation occurs.</p> <p>The Washoe County Transportation Conformity Plan has been revised to be submitted to the EPA as the Transportation Conformity SIP for Washoe County. The Transportation Conformity Plan details each stakeholder's role and responsibility when transportation conformity analysis is required. Each stakeholder was involved in the development of the document.</p> <p>Chairman Smith opened the Public Hearing and called for anyone who wished to speak. No one appeared to speak. Chairman Smith closed the public hearing and reopened the meeting of the District Board of Health.</p> <p>Chairman Smith queried the DBOH for comments or action.</p>  | <p>Councilwoman Ratti moved, seconded by Dr. Hess, Smith, to adopt the revisions to the Washoe County Transportation Conformity Plan, as presented.</p> <p><b><u>MOTION CARRIED</u></b></p> |
| 17.         | <p><b>Discussion and Possible Appointment of a Subcommittee to Meet as Needed to Provide Direction to the DBOH and Staff on the Future of the Health District and Its Financial Stability</b></p> | <p>Chairman Smith stated that he would like to see a subcommittee formed to analyze the long term financial stability of the Health District and options available to it. Chairman Smith stated that Dr. Humphreys has expressed interest in being on such a subcommittee.</p> <p>Councilwoman Ratti asked what the scope of the committee would be, and Dr. Iser responded that since his time at the Health District, the Health District has been under huge amounts of stress primarily related to financial instability, and Dr. Iser would like a subcommittee who would advise the Health District by exploring a variety of options available from grants for funding or reorganization tactics that were referred to in our earlier discussion here today. The subcommittee needs to look at how we can decrease costs, increase revenues, or find other sources of revenues in the long run.</p> <p>Councilwoman Ratti clarified that the subcommittee would not look at any short term budget issues or impede the current budget, and Dr. Iser confirmed that would not be within the scope of the subcommittee. Councilwoman Ratti asked if this subcommittee would look at the organizational structure of the Health District and the authority under which it operates, and Dr. Iser answered in the affirmative.</p> |   |

Councilwoman Ratti stated that if the subcommittee would consider something that would change the structure of the Health District, then we should be thoughtful about the representations from each of the jurisdictions. Should that committee come forward with recommendations that affect the jurisdictions that recommendation would have to be sold to the individual councils since they are delegating their authority to have a health department to this body at this time, Councilwoman Ratti would suggest having the stakeholders on the committee early on to see it turn into something viable rather than an "intellectual exercise."

Councilwoman Ratti stated if we are truly interested in doing something significant to the structure of the Health District which includes the governing structure, it is going to have to be a more robust effort than a subcommittee.

Chairman Smith stated that at this point we are looking for ideas to really address some issues facing the Health District that could be brought back to the Board, and then if the Board determines they are worth pursuit, then the effort could be stepped up.

Councilwoman Ratti asked what the form would be to remain a subcommittee, without a quorum, and Ms. Admirand stated that any subcommittee would be subject to the Open Meeting Law. Ms. Admirand stated that even if they are not taking action, they would be making recommendations to this Board, and it is very clear under the Open Meeting Law that such a committee would be subject to the Open Meeting Law. Dr. Iser then stated that it would require Ms. O'Neill's and Ms. Admirand's attendance also.

Dr. Hess stated that for this type exploration that would inhibit discussion, and Councilwoman Ratti stated that it is intended to help keep the public informed. Councilwoman Ratti stated that she would like to be considered, and Councilwoman Ratti recommended again that the other member be one of the elected appointments to the Board. Dr. Iser questioned whether he could ask Commissioner Jung and Councilwoman Zadra if they would like to be on the committee, and Ms. Admirand replied in the affirmative. The action today will be the appointment of Dr. Humphreys and Councilwoman Ratti to this committee.

Dr. Iser reported that he has asked each Division within the Health District to appoint someone to support this committee in its exploration.

Chairman Smith moved, seconded by Dr. Hess, to form a committee to explore the financial stability and structure of the Health District and nominated Dr. Humphreys and Councilwoman Ratti as members, with one additional member to be appointed at a subsequent meeting of the DBOH.

**MOTION CARRIED**

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|-------------|--|--|---|
| 18.         | <p><b>Presentation, Discussion, and Possible Direction to Staff Regarding the 2013 Legislative Session</b></p>                                       | <p>Dr. Iser reported that there is nothing new to add at this point other than to inform the Board that a Legislative Update will be a standing item on future agendas. Dr. Iser further reported that there have been multiple requests from the County to look at bills that might have a potential fiscal impact on the Health District.</p> <p>Dr. Iser stated that we will bring a report to the Board each month on the activities staff is tasked with during this process.</p>   |   |
| 19.         | <p><b>Review and Acceptance of the Monthly Public Health Fund Revenue and Expenditure Report for December, 2012</b></p> <p><b>Board Comments</b></p> | <p>Eileen Stickney, Administrative Health Services Officer, presented the Monthly Public Health Fund Revenue and Expenditure Report for December 2012, stating that Staff recommends the Board accept the report.</p> <p>Ms. Stickney directed the Board to pool revenue and tire dollars revenue and that both of these are simply timing issues. Staff will be finalizing ETCs as we go into the budget preparation season.</p> <p>Dr. Hess questioned if the grants usually run this far behind in reimbursement, and Ms. Stickney stated that most of the grants work on a reimbursement cycle, and all of them will be balanced in Period 13 prior to close out of the budget year. Dr. Hess questioned the Medicaid billing, and Ms. Stickney reported that the initial application was rejected and staff has resubmitted under new guidelines.</p> | <p>Dr. Hess moved, seconded by Councilwoman Ratti, to accept the Health Fund Revenue and Expenditure Report for December, 2012, as presented.</p> <p><b><u>MOTION CARRIED</u></b></p> |
| 20.         | <p><b>Discussion and Possible Direction to Staff Regarding FY 14 Health Fund Budget</b></p>  | <p>Eileen Stickney, Administrative Health Services Officer, presented the budget updates to the Board. Ms. Stickney reported that the County did approve the CIP project to remove the planters from the Lobby.</p> <p>Ms. Stickney also reported that the meetings with program staff and the Division Directors to prepare budgets will begin next week. Staff will present the FY 14 Health Fund Budget to the Board at the Special Budget Meeting on March 7 at 1:00 pm.</p>   |   |
| 21.         | <p><b><u>Staff Reports and Program Updates</u></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>   |   |

| TIME / ITEM | SUBJECT / AGENDA   | DISCUSSION  | ACTION |
|-------------|--|---|--------|
|             |  | <p>Dr. Todd reported that the influenza year is rather exceptional across the country. Washoe County has not had such an experience to date; week three is the first week that Washoe County as exceeded the threshold, and we seem to be on somewhat of an upward trend. We did not exceed the threshold at all last year.</p> <p>The G2.4 Sydney strain of Norovirus has been in the news quite a bit. We do not yet know if our outbreak was part of the Sydney strain. Testing is still underway.</p>   |        |
|             | <p><b>B. <u>Director – Community and Clinical Health Services</u></b></p> <p><b>Board Comments</b></p> | <p>Mr. Steve Kutz, Director, Community and Clinical Health Services, presented his monthly Division Director's Report, a copy of which was placed on file for the record.</p> <p>Mr. Kutz reported the additional influenza vaccine is on order, but we do have vaccine available even with the increase in activity. The Sexual Health Program developed an STD Outbreak Response Plan. We are at Level II (3 cases in a 3 month period) for active Syphilis cases. We have notified the District Health Officer and the State STD Program, and we will meet with the Epidemiology Program tomorrow afternoon to look at data and put together an EPI News to alert our health care community.</p> <p>Dr. Iser reported that he met with Ms. Simon last week, and she asked that the Health District provide influenza vaccine to County employees, and we are working in collaboration to vaccinate the County employees.</p> <p>Mr. Kutz reported that he just met with HR and was told to prepare for approximately 50 immunizations, and Mr. Kutz believes that is something the program can absorb.</p> <p>Dr. Hess stated that looking at the MCAH Program Report he is concerned that the budget has been cut so much. He is curious how that has affected home visitations since the peak in 2006. Dr. Hess also questioned how the program gets its referrals.</p> <p>Mr. Kutz asked Ms. Hunter to come forward and make the presentation on the Home Visitation Program, and Dr. Iser reported that this report is in response to Chairman Smith notifying Dr. Iser last month that Dr. Furman would like a report on the Program.</p> |        |

| TIME / ITEM | SUBJECT / AGENDA  | DISCUSSION   | ACTION |
|-------------|---|--|--------|
|             |   | <p>Chairman Smith stated that what he asked for was an agenda item. Ms. Admirand stated that it is okay to discuss as an update, but no action can be taken on it. If the Chairman would rather have action it can be agendized that way next month or Ms. Hunter can give her presentation today.</p> <p>Dr. Furman stated that he would like it to be agendized as an action item next month. Dr. Furman stated that it is fine with him if Ms. Hunter makes her presentation today, but it might be better to have it next month so that the other board members will have the benefit of the presentation prior to the vote.</p> <p>Dr. Hess asked Ms. Hunter if the report would address the year-to-year statistics he discussed earlier, and if those statistics are available to him for a Medical Society meeting.</p> <p>Ms. Hunter stated that she would be happy to provide for the Board even individual presentations if they would like.</p> <p>Councilwoman Ratti stated that she would like to hold the presentation until the action to afford the other members the benefit of the presentation.</p> <p>Dr. Furman stated that he would like to make some comments. Ms. Admirand recommended that Dr. Furman make all his statements and comments at the time the action will be taken to keep the record complete. Dr. Furman stated that when agendized he will propose that this program be abolished and not funded.</p> <p>Ms. Admirand advised Dr. Furman that the proper time to address his concerns will be under Agenda Item No. 22 – Issues for Future Agenda Items.</p> <p>Mr. Kutz clarified that the Board has the report, and Ms. Hunter will bring the presentation to the February meeting, and the agenda item will be for possible action.</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>D. <u>Director – Air Quality Management</u></p>        | <p>Mr. Kevin Dick, Division Director, Air Quality Management, presented the monthly Division Director's Report, a copy of which was placed on file for the record.</p>   |        |

| TIME / ITEM | SUBJECT / AGENDA   | DISCUSSION  | ACTION   |
|-------------|--|---|--|
|             | E. <u>Administrative Health Services Officer</u>                             | The Administrative Health Services Officer's Reports for this month were addressed in other agenda items.   |  |
|             | F. <u>District Health Officer</u>  | <p>Dr. Iser, District Health Officer, presented the monthly District Health Officer Report, a copy of which was placed on file for the record.</p> <p>Dr. Iser reported that the RWJF Shared Services Learning Community Grant has now been funded. Dr. Iser will conduct the first round of meetings with the counties involved in this grant next week. Dr. Iser reported that he will report monthly to the Board on the grant activities.</p> |  |
| 22.         | <b>Board Comment – Limited to Announcements or Issues for Future Agendas</b> | Dr. Furman stated that he would like to have the Home Visiting Program as an action item on the next agenda. Dr. Furman stated that due to the serious shortfalls in the FY 14 Budget, he believes this program should not be funded further. Dr. Furman stated that this program had been voted on before for elimination and that was not done. Dr. Furman would like it to be addressed again.   |  |
| 23.         | <b>Emergency Items</b>   | None.   |  |
| 24.         | <b>Public Comment</b>  | No public comment was presented.  |  |
| 25.         | <b>Motion to Adjourn</b>   | There being no further business to come before the Board, the meeting was adjourned.  | <p>Councilwoman Ratti moved, seconded by Mr. Smith, that the meeting be adjourned.</p> <p><b>MOTION CARRIED</b><br/>The meeting was adjourned at 3:21 p.m.</p> |

*Joseph P. Iser MD, DrPH, MSc*

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: February 28, 2013  
 TO: District Board of Health  
 FROM: Kevin Dick, Director, Air Quality Management  
 SUBJECT: Jackson Food Store #134 – Case No. 1110  
 Unappealed Citation No. 5234  
 Agenda Item: 8. A. 1. a.

### Recommendation

Air Quality Management Staff recommends that Citation No. 5234 be upheld and a fine of \$1,500 be levied against Jackson Food Store #134 for failure to complete the required repairs to the Phase II vapor recovery equipment within the specified timeframe. Failure to complete the repairs necessary to maintain the Phase II vapor recovery equipment is a violation of Condition No. 3 of Permit to Operate No. G01-0009 and constitutes a major violation of the District Board of Health Regulations Governing Air Quality Management, specifically Section 030.2175, Operations Contrary to Permit. This is a negotiated settlement.

Recommended Fine: \$ 2,700.00

Negotiated Fine: \$ 1,500.00

### Background

On December 7, 2012, Air Quality Specialist II Wallace Prichard conducted a routine inspection of the gasoline dispensing equipment located at the Jackson Food Store #134 located at 735 South Meadows Parkway in Reno. During the inspection, Specialist Prichard noted that nozzles No. 2, 3, and 7 had damaged face seals which compromise the effectiveness of the Phase II vapor recovery equipment. Condition No. 3 of Permit to Operate No. G01-0009 states:

To reduce evaporative loss all components of the Phase I and Phase II vapor recovery systems shall be installed and maintained in accordance with California Air Resources Board (CARB) Executive Orders, or New York State Department of Environmental Conservation approvals.

The facility was given written notification to repair the face seals within five (5) days and contact Specialist Prichard when the repairs were complete. Specialist Prichard did not receive any notification of the repairs being completed.

On December 13, 2013, Specialist Prichard returned to the facility to determine if the required repairs had been completed. Upon re-inspection, Specialist Prichard found the entire face seal had been removed from nozzle No. 2 and the pump had not been taken out of service. Specialist Prichard also confirmed the repairs to nozzles No. 3 and 7 had not been completed. Specialist Prichard contacted the store manager, Mark Armstrong, to inform him of the non-compliant equipment. Mr. Armstrong stated that he thought the repairs had been completed earlier in the week. Based on the results of the re-inspection, Specialist Prichard issued Notice of Violation Citation No. 5234 for a major violation of Section 030.02175, Operations Contrary to Permit.

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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February 28, 2013

DBOH/Jackson Food Store #134 /Case 1110

Page 2

**Settlement**

On January 15, 2013, Senior AQ Specialist Dennis Cerfoglio conducted a negotiated settlement meeting attended by Specialist Prichard and, by phone, Mr. Richard Wright, Environmental Manager for Jackson Food Stores. After consideration of all of the facts presented in the case, including the issuance of a written notice to repair the nozzles within five (5) days, Senior Specialist Cerfoglio proposed that Citation No. 5234 be upheld with a fine of \$1,500. Mr. Wright agreed to the condition of the negotiated settlement. A Memorandum of Understanding was signed by all parties.

As a follow up, the required repairs were completed by 1500 hours on December 13, 2012, following the issuance of the Notice of Violation.

**Alternatives**

1. The District Board of Health may determine that no violation of the Regulations has taken place and dismiss Citation No. 5234.
2. The Board may determine to uphold Citation No. 5234 and levy any fine in the range of \$0 to \$10,000 per day.

In the event the Board determines to change the proposed penalty, the matter should be continued so that Jackson Food Store representatives may be properly noticed.



Kevin Dick, Division Director  
Air Quality Management

KD/DC: ma

Jan. 15. 2013 9:56AM

No. 9293 P. 1

0134



DISTRICT HEALTH DEPARTMENT  
AIR QUALITY MANAGEMENT DIVISION

FAX " 208-888-5131

MEMORANDUM OF UNDERSTANDING

WASHOE COUNTY HEALTH DISTRICT  
AIR QUALITY MANAGEMENT DIVISION

Date: January 15, 2013

Company Name: Jackson Food Store #134

Address: 735 S Meadows Pkwy Reno

Notice of Violation No.: 5234 Case No.: 1110

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: 030.2175 Violation of Permit Condition Failure to reduce evaporative loss.

A settlement of this matter has been negotiated between the undersigned parties resulting in a penalty amount of \$ 1,500.00. This settlement will be submitted to the District Board of Health for review at the regularly scheduled meeting on February 28, 2013.

\* [Signature]  
Signature of Company Representative

[Signature]  
Signature of District Representative

\* Richard Wright  
Print Name

DENNIS A. CERFOGLIO  
Print Name

\* ENVIRONMENTAL MANAGER  
Title

SR. AIR QUALITY SPEC.  
Title

\* [Signature]  
Witness

[Signature]  
Witness

Witness

Witness

**Washoe County Air Quality Management  
Permitting & Enforcement Branch  
Recommended Fine Calculation Worksheet**

Company Name Jackson's Food Store #134  
Contact Name Richard Wright

Case 1110 NOV 5234 Complaint CMP12-0208

Violation of Section 030.2175 Operations Contrary to Permit

**I. Base Penalty as specified in the Penalty Table = \$ 5,000**

**II. Severity of Violation/Intent**

**A. Public Health Impact**

**1. Degree of Violation**

(The degree of which the person/company has deviated from the regulatory requirements)

Minor – 0.5    Moderate – 0.75    Major – 1.0    **Adjustment Factor** 0.5

3 of 8 nozzles out of compliance, Failure to repair within specified timeframe

**2. Toxicity of Release**

Criteria Pollutant – 1x

Hazardous Air Pollutant – 2x    **Adjustment Factor** 1

**3. Environmental/Public Health Risk (Proximity to sensitive environment or group)**

Negligible – 1x    Moderate – 1.5x    Significant – 2x    **Adjustment Factor** 1

Total Adjustment Factors (1 x 2 x 3) = 0.5

**B. Adjusted Base Penalty**

Base Penalty 5,000 x Adjustment Factor 0.5 = \$ 2,500

**C. Multiple Days or Units in Violation**

Adjusted Penalty \_\_\_\_\_ x Number of Days or Units \_\_\_\_\_ = \$ N/A

**D. Economic Benefit**

Avoided Costs \$ 200 + Delayed Costs \$ \_\_\_\_\_ = \$ 200

(\$110 service charge + \$30 each face seal)

**Penalty Subtotal –**

Adjusted Base Penalty \$ 2,500 + Economic Benefit \$ 200 = \$ 2,700

**III. Penalty Adjustment Consideration**

**A. Degree of Cooperation** (0 – 25%) +/- -10 %  
 Excellent corporate support, repair completed immediately

**B. Mitigating Factors** (0 – 25%) +/- -25 %  
 1. Negotiated Settlement  
 2. Ability to Pay  
 3. Other (explain)

**C. Compliance History**  
 No Previous Violations (0 – 10%) - -10 %  
 Similar Violation in Past 12 months (25 - 50%) + \_\_\_\_\_ %  
 Similar Violation within past 3 year (10 - 25%) + \_\_\_\_\_ %  
 Previous Unrelated Violation (5 – 25%) + \_\_\_\_\_ %

**Total Penalty Adjustment Factors** – sum of A, B, & C -45% %

**IV. Recommended Fine**

Penalty Adjustment:

|                                       |   |  |   |                        |
|---------------------------------------|---|--|---|------------------------|
| <u>\$ 2,700</u>                       | x | <u>-25 %</u>                                   | = | <u>\$1,215</u>         |
| Penalty Subtotal<br>(From Section II) |   | Total Adjustment Factors<br>(From Section III) |   | Total Adjustment Value |

Adjusted Penalty:

|                                       |         |  |   |                           |
|---------------------------------------|---------|--|---|---------------------------|
| <u>\$ 2,700</u>                       | + / (-) | <u>\$ 1,215</u>                              | = | <u>\$ 1,485 → \$1,500</u> |
| Penalty Subtotal<br>(From Section II) |         | Total Adjustment Value<br>(From Section III) |   | <b>Recommended Fine</b>   |

*Dennis Cerfoglio*  
 Air Quality Specialist

1-15-2013  
 Date

## Administrative Penalty Table

### Air Quality Management Division Washoe County Health District

#### I. Minor Violations - Section 020.040(C)

| <u>Regulation</u>                       | <u>1<sup>st</sup> Violation</u> | <u>2<sup>nd</sup> Violation</u> |
|---|---------------------------------|---------------------------------|
| 040.005 Visible Emissions               | \$ 1,000                        | \$ 2,500                        |
| 040.030 Dust Control (fugitive)         | 250                             | 750                             |
| 040.035 Open Fires                      | 500                             | 1,000                           |
| 040.040 Fire Training                   | 500                             | 1,000                           |
| 040.050 Incinerator                     | 1,000                           | 2,000                           |
| 040.051 Woodstoves                      | 500                             | 1,000                           |
| 040.055 Odors                           | 1,000                           | 2,000                           |
| 040.080 Gasoline Transfer (maintenance) | 1,000                           | 2,000                           |
| 040.200 Diesel Idling                   | 500                             | 1,000                           |
| 050.001 Emergency Episode               | 1,000                           | 2,000                           |

#### II. Major Violations - Section 020.040

| <u>Regulation</u> | <u>Violation</u>   | <u>Source Category</u>                            |              |
|-------------------|--|---|--------------|
|                   |  | <u>Minor</u>                                      | <u>Major</u> |
| 030.000           | Construction/Operating without Permit<br>(per major process system or unit/day)                                    | \$ 5,000  | \$ 10,000    |
| 030.1402          | Failure to Comply with Stop Work Order   | 10,000/day  | 10,000/day   |
| 030.2175          | Operation Contrary to Permit Conditions<br>(per day or event)  | 5,000   | 10,000       |
| 030.235           | Failure to Conduct Source Test or Report<br>(per Reporting Period for Each Unit)                                   | 2,500   | 5,000        |
|                   | All other Major Violations<br>(per day or event)   | \$10,000  | \$ 10,000    |
| 030.000           | Construction Without a Dust Control Permit<br>Project Size – Less than 10 acres<br>Project Size – 10 acres or more | \$ 500 + \$50 per acre<br>\$1,000 + \$50 per acre |              |

#### III. Major Violations - Section 030.107 Asbestos

|   |                     |
|---|---------------------|
| A. Asbestos Sampling & Notification                       | \$ 5,000 - \$10,000 |
| B. Asbestos Control Work Practices<br>(per day or event)  | \$ 5,000 - \$10,000 |
| C. Asbestos Containment & Abatement<br>(per day or event) | \$ 5,000 - \$10,000 |



**NOTICE OF VIOLATION**

NOV 5234

DATE ISSUED: 12/13/2012

ISSUED TO: Jackson Food Store #134 PHONE #: (775) 851-2570

MAILING ADDRESS: 735 S Meadows Pkwy CITY/ST: Reno, NV ZIP: 89511

NAME/OPERATOR: Jackson Foods PHONE #: \_\_\_\_\_

PERMIT NO. G01-0009 COMPLAINT NO. CMP12-0208

YOU ARE HEREBY OFFICIALLY NOTIFIED THAT ON 12/13/12 (DATE) AT 10:25 AM (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 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: Failure to make repairs in a timely manner. Violation of Additional Condition #3, Reduce evaporative loss on components of Phase II VR.

LOCATION OF VIOLATION: Pumps # 2, 3, and 7

POINT OF OBSERVATION: Damaged face seals

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

Emissions Observed: N/A  
 (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 12/13/12 (date) you are in violation of the section(s) cited above. You are hereby ordered to abate the above violation within immediately hours/days. You may contact the Air Quality Management Division to request a negotiated settlement meeting by calling (775) 784-7200. You are further advised that within 10 working days of the date of this Notice of Violation, you may submit a written petition for appeal to the Washoe County Health District, Air Quality Management Division, P.O. Box 11130, Reno, Nevada 89520-0027. Failure to submit a petition within the specified time will result in the submission of this Notice of Violation to the District Board of Health with a recommendation for the assessment of an administrative fine.

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

Signature: M.P. Armstrong M.P. ARMSTRONG Date: 12/13/2012

Issued by: Wallace Proctor Title: Air Quality Specialist II

PETITION FOR APPEAL FORM PROVIDED

Appeal given!

**AIR QUALITY MANAGEMENT  
PERMIT TO OPERATE # 601-0009  
ISSUED TO JACKSON'S FOOD STORES #134  
LOCATED AT 735 SOUTH MEADOWS PARKWAY, RENO NV 89511**



# PERMIT TO OPERATE

An Air Pollution Emission Source

No. G01-0009

Issued By Air Quality Management Division, Washoe County Health District

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

ISSUED TO: JACKSON'S FOOD STORES #134 Gen Air - Gasoline

ADDRESS: 3450 E COMMERCIAL CT, MERIDIAN ID, 83642

LOCATION: 735 SOUTH MEADOWS PKWY, RENO, NV 89511

EQUIPMENT COVERED UNDER THIS PERMIT GASOLINE DISPENSING FACILITY WITH BALANCE PHASE II VAPOR RECOVERY, 8 GASOLINE NOZZLES

**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 limitations 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: All gasoline transfer and dispensing facilities must operate in accordance with Section 040.080 of the Washoe County District Board of Health Regulations governing Air Quality Management.
- 3: To reduce evaporative loss all components of the Phase I and Phase II vapor recovery systems shall be installed and maintained in accordance with California Air Resources Board (CARB) Executive Orders, or New York State Department of Environmental Conservation approvals.
- 4: A Static Pressure Decay Test must be completed once every three (3) years to demonstrate compliance with the CARB Executive Orders for balance phase II vapor recovery systems. Once the monthly distribution of gasoline exceeds 100,000 gallons, the Pressure/Vacuum Vent Valves must also be tested once every three (3) years to demonstrate compliance with the NESHAP Subpart CCCCC. The AQMD must be notified at least 72 hours prior to the test(s).
- 5: A flow limiter is required on dispensers that have a maximum flow rate in excess of 10 gallons/minute.
- 6: All hoses, boots, faceplates/flexible cones, nozzle shut off mechanisms, check valves, swivels, tanks, tank fill tubes, and fill tube cap seals must be maintained in good working order with regular maintenance to prevent leakage and excess escape of vapors (i.e. no tears, slits, holes, leaks, or malfunctions -- Section 040.080.)
- 7: In accordance with Section 040.095 of the Washoe County Air Quality Regulations and 40 CFR, Part 80, all gasoline dispensed to motor vehicles between October 1 and January 31 must contain the proper amount of oxygenate and each dispenser must be properly labeled with the following statement: The gasoline dispensed from this pump is oxygenated and will reduce carbon monoxide pollution from motor vehicles. The

*Joseph P. Iser MD, DrPH, MS*

CONTROL OFFICER

10/31/2013

EXPIRATION DATE

\$475.00

ANNUAL RENEWAL FEE

G01-0009

PERMIT NO.

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





# PERMIT TO OPERATE

An Air Pollution Emission Source

No. G01-0009

Issued By Air Quality Management Division, Washoe County Health District

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

ISSUED TO: JACKSON'S FOOD STORES #134 Gen Air - Gasoline

ADDRESS: 3450 E COMMERCIAL CT, MERIDIAN ID, 83642

LOCATION: 735 SOUTH MEADOWS PKWY, RENO, NV 89511

EQUIPMENT COVERED UNDER THIS PERMIT GASOLINE DISPENSING FACILITY WITH BALANCE PHASE II VAPOR RECOVERY, 8 GASOLINE NOZZLES

label must be clearly visible to the public on the upper two-thirds of the pump on the vertical surface near the gallonage and price meters.

8: Fuel spills or leaks must be cleaned up or corrected immediately using proper waste disposal methods. (Including accumulations of fuel in spill containers, condensation pots, and liquid collectors).

9: "Instructions for operating the phase II vapor recovery equipment must be posted for the customers, and must stress that "Topping Off" is prohibited --Section 040.080.C. The Air Quality Management Division's answer line phone number must be posted for customers with comments/problems regarding the nozzles - (775) 784-7200."

10: All operations must comply with 40 CFR Part 63, Subpart CCCCCC - National Emission Standards for Hazardous Air Pollutants (NESHAP) for Source Category: Gasoline Dispensing Facilities.

*Joseph P. Iser MD, DrPH, MS*

CONTROL OFFICER

10/31/2013

EXPIRATION DATE

\$475.00

ANNUAL RENEWAL FEE

G01-0009

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: **CMP12-0208**

Complaint Status: NOV

Source of Complaint: INVESTIGATOR

Complaint Type: PERMIT

Date Received: 12/13/2012

Time: 10:00:00 AM

Inspector: WPRICHARD

Inspector Area: 4

Complaint Description: NOV CITATION 5234 - CASE 1110 - FAILURE TO COMPLETE REPAIRS WITHIN SPECIFIED TIMEFRAME

Address: 735 SOUTH MEADOWS PKWY RENO

Location:

Parcel Number: 16305001

Related Permit Number: G01-0009

Complainant:

WALLACE PRICHARD, AQ SPECIALIST II  
AIR QUALITY MANAGEMENT  
1001 E 9TH ST STE B171  
RENO NV 889512  
775-784-7212

Responsible Party:

JACKSON'S FOOD STORES  
RICHARD WRIGHT  
3450 E COMMERCIAL CT  
MERIDIAN, ID 83642  
208-888-6061

Investigation:

Failure to complete repairs within specified timeframe.

The bi-annual gasoline inspection was conducted on December 7, 2012 at Jackson Food Store #134. Air Quality Specialist Prichard found that three pump nozzles were out of compliance with the permit conditions during this inspection. The nozzles are a balance unit with rubber face seals at the end of the bellow. The face seals on Pump #2, #3 and #7 were damaged and required replacement. The store was given five days to replace the face seals and call Air Quality Specialist Prichard and inform him that the replacement was complete.

Air Quality Specialist Prichard had not heard from anyone after seven days he returned to Jackson Foods to check the nozzles. No repairs had been done and pump nozzle on #2 the face seal was completely missing. Specialist Prichard observed several vehicles using the #2 pump which had absolutely no vapor recovery working. None of the pump nozzles had been taken out of service.

Air Quality Specialist Prichard spoke with Mark Armstrong, the store manager and he said that the repair notice had been sent in on Friday afternoon right after he had received the notice to repair the pumps. He also thought that the nozzles had been repaired earlier in the week. Mark was sure that someone from maintenance had looked at the pumps in question.

The afternoon of the 13th at 3:30 pm Specialist Prichard received a call from maintenance informing him that the repairs to the pumps had been completed and that all pumps were back in service.

Air Quality Specialist Prichard issued a Citation, #5234; Notice of Violation of Operating Permit #G01-0009 listed as Additional Condition #3: To reduce evaporative loss all components of the Phase I and Phase II vapor recovery systems shall be installed and maintained in accordance with California Air Resources Board (CARB) Executive Orders.

Enforcement Activities

Warning Citation...: 12/13/2012  
NOV.....:

Citation Number: 5234  
NOV Number....: 0  
Case Number.....: 1110  
Amount.....: \$1,500.00

Settlement.....: 01/15/2013  
Appealed.....:  
Upheld.....:

Amount.....: \$0.00

Status Information

Initialized By.....: CALBEE  
Date Assigned.....: 12/13/2012

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

**AQMD "PREVIOUS INSPECTIONS & NOTICE OF VIOLATIONS CHRONOLOGY"  
FOR JACKSON FOOD STORE #134 LOCATED AT  
735 SOUTH MEADOWS PARKWAY, RENO NV 89511**

CHRONOLOGY OF COMPLIANCE ACTIONS

Jackson Food Stores

Notice of Violation - WARNINGS

| <u>Date</u>     | <u>Action</u>             | <u>Reason</u>                       |
|-----------------|---------------------------|-------------------------------------|
| <u>4/26/05</u>  | <u>Store #32 Repairs</u>  | <u>Nozzles out of compliance.</u>   |
| <u>12/21/10</u> | <u>Store #21 Repairs</u>  | <u>Nozzles &amp; Hoses cracked.</u> |
| <u>5/20/11</u>  | <u>Store #129 Repairs</u> | <u>Incorrect permit equipment.</u>  |
| _____           | _____                     | _____                               |
| _____           | _____                     | _____                               |
| _____           | _____                     | _____                               |
| _____           | _____                     | _____                               |
| _____           | _____                     | _____                               |
| _____           | _____                     | _____                               |
| _____           | _____                     | _____                               |

Notice of Violation - CITATIONS

| <u>Date</u>     | <u>Action</u>         | <u>Reason</u>                     |
|-----------------|-----------------------|-----------------------------------|
| <u>12/13/12</u> | <u>Citation #5234</u> | <u>Nozzles out of compliance.</u> |

Details: Failure to make listed repairs in timely manner. Five days allowed to make repairs.

Details: \_\_\_\_\_

Details: \_\_\_\_\_

NOV - Complaint Database

Home Create External Data Database Tools

View Paste Font Rich Text Refresh All New Save Delete More Totals Spelling More Filter Selection Advanced Toggle Filter Sort & Filter Size to Fill Form Windows Switch Windows Find Find

### NOV TRACKING DATA ENTRY

NOV NUMBER:  Warning or Citation (W/C):  DATE:

GENERAL | CITATION/VARIANCE INFO |

ISSUED TO:

LOCATION OF VIOLATION:

Date Notified/Discovered:  Date Violation Started:

Initials of Employee who Issued:  Date Violation Ended:

Violation of Regulations Section(s):  and  and

Control number:

Violation Description/Verification:

High Priority Violator:  If a High Priority Violation date Reported to EPA:

If known or applicable complete the following:

Dust Permit #:  EPA Identification # (AIRS#):

Stationary Source Permit #:  EPA Class Designation:

Record: 11 < 236 of 1924 > | Unfiltered Search

Form View Caps Lock Num Lock

Start | Inbox - ... | Docume... | Washo... | Microsof... | FW: Pho... | P:(Comp... | Complai... | 1:38 PM

COMPLAINT INVESTIGATION REPORT  
Washoe County Air Quality Management Division

Complaint Number: **CMP10-0046**

Complaint Status: ASSIGNED

Source of Complaint: INVESTIGATOR

Complaint Type: PERMIT

Date Received: 12/21/2010

Time: 1:40:00 PM

Inspector: SDUGGER

Inspector Area: 3

Complaint Description: NOV WARNING 4969 - DEFECTIVE NOZZLES ON PUMPS 3 & 4; CRACKED HOSES ON PUMPS 5,9, 10, DEFECTIVE VAPOR POPET

Address: 2001 S VIRGINIA ST RENO

Location:

Parcel Number: 01905219

Related Permit Number: C0200GS

Complainant:

Responsible Party:

Investigation:

DEFECTIVE NOZZLES ON PUMPS 3 & 4; CRACKED HOSES ON PUMPS 5, 9 & 10; DEFECTIVE VAPOR POPET

See Warning NOV #4969 for more details.

Enforcement Activities

Warning Citation...: 12/21/2010

NOV.....:

Settlement.....:

Appealed.....:

Upheld.....:

Citation Number: 0

NOV Number....: 4969

Case Number....: 0

Amount.....: \$0.00

Amount.....: \$0.00

Status Information

Initialized By.....: MAMES  
Date Assigned.....: 12/21/2010

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



COMPLAINT INVESTIGATION REPORT  
Washoe County Air Quality Management Division

Complaint Number: **CMP11-0053**

Complaint Status: COMPLETE

Source of Complaint: INVESTIGATOR

Complaint Type: PERMIT

Date Received: 05/20/2011

Time: 8:45:00 AM

Inspector: MOSBORN

Inspector Area: 5

Complaint Description: OPERATING WITHOUT A PERMIT

Address: 9530 S MC CARRAN BLVD RENO

Location:

Parcel Number:

Related Permit Number: G09-0001

Complainant:

AQ STAFF - MIKE OSBORN

1001 E 9TH ST A-115  
RENO, NV 89512  
775-772-7923

Responsible Party:

JACKSON FOOD STORE #129  
BRITTANY BELANEY  
9530 S MCCARRAN BLVD  
RENO, NV 89502  
775-746-9200

Investigation:

At approximately 0845 hrs., 05-20-2011, Specialist Osborn conducted a routine permit renewal inspection at Jackson Food Store #129, located at the above address. During this inspection it was observed that PTO #G09-0001 was issued for a balance phase II vapor recovery system. It was further observed that the station did in fact have a Dresser/ Wayne vac assist system in use. The inspection continued and this specialist issued **Warning NOV #4873** to the Jackson Food store/Chevron station for operating without a valid permit. 10 days were given to make the necessary corrections as needed. No further action required at this time.

Enforcement Activities

Warning Citation..: 05/20/2011  
NOV.....:

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

Citation Number: 4873  
NOV Number....: 0  
Case Number.....: 0  
Amount.....: \$0.00  
  
Amount.....: \$0.00

Status Information

Initialized By.....: MAMES  
Date Assigned.....: 05/20/2011

Completed Date....: 05/23/2011  
Completed By.....: DCERFOGLIO

**AIR QUALITY MANAGEMENT  
VAPOR RECOVERY INSPECTION SHEET  
ISSUED TO JACKSON FOOD STORE #134  
LOCATED AT 735 SOUTH MEADOWS PARKWAY, RENO NV 89511  
DATED DECEMBER 7, 2012**



WASHOE COUNTY HEALTH DISTRICT  
AIR QUALITY MANAGEMENT DIVISION  
VAPOR RECOVERY INSPECTION SHEET

STATION Jackson Food Store #134 ADDRESS 735 S. Meadows Pkwy  
CITY Reno ZIP 89511 CONTACT \_\_\_\_\_  
OWNER/OPERATOR Jackson Foods PHONE ( 775 ) 851-2570  
NUMBER OF DISPENSERS (GASOLINE) 4 NUMBER OF NOZZLES (GASOLINE) 8  
NUMBER OF PRODUCT GRADES (GASOLINE) 3 NUMBER OF NOZZLES (DIESEL) 0  
FOR EACH DISPENSER

Date 12/07/2012  
Permit # 601-0009  
INSP Richard  
VN# \_\_\_\_\_

DEFECTIVE OR NON-OPERABLE EQUIPMENT

|               |     |     |     |  |  |  |  |  |  |  |  |  |  |  |
|---------------|-----|-----|-----|--|--|--|--|--|--|--|--|--|--|--|
| NOZZLE NUMBER | #3  | #7  | #2  |  |  |  |  |  |  |  |  |  |  |  |
| GAS GRADE     | ALL | All | All |  |  |  |  |  |  |  |  |  |  |  |

- PUMPS
  - 1. VACUUM PUMP .....
  - 2. LEAKS FTGS/SWIVELS .....
  - 3. USE INSTRUCTIONS .....
  - 4. WINTER FUEL ADVISEMENT ..
- HOSE
  - 1. CUT/PUNCTURED .....
  - 2. FLATTENED/KINKED .....
  - 3. LENGTH .....
  - 4. SWIVEL .....
  - 5. RETRACTORS .....
- NOZZLE
  - 1. NOZZLE/SPOUT .....
  - 2. SWIVEL JOINTS .....
  - 3. FACE SEAL .....
  - 4. BELLOWS .....
  - 5. VAPOR CHECK VALVE .....
- VENT PIPES
  - 1. 2" DIA. X 12 HGT.-MIN. ....
- OTHER
  - 1. VACUUM/ASSIST EQUIP .....
  - 2. AFTERBURNER .....

|  |   |   |  |  |  |  |  |  |  |  |  |  |  |  |
|--|---|---|--|--|--|--|--|--|--|--|--|--|--|--|
| <p><i>Repair within 5 days</i></p> <p><i>Called 12/13/12 to inform WCHD repairs were complete 1500 hours</i></p> |   |   |  |  |  |  |  |  |  |  |  |  |  |  |
| X  | X | X |  |  |  |  |  |  |  |  |  |  |  |  |

PHASE I System Type: Two-Point  Coaxial \_\_\_\_\_ Other \_\_\_\_\_ PHASE II INSTALLED YES  NO \_\_\_\_\_ BALANCE  ASSIST \_\_\_\_\_

|                               | TANK #1 | TANK #2 | TANK #3 | TANK #4 |                           | TANK #1 | TANK #2 | TANK #3 | TANK #4 |
|-------------------------------|---------|---------|---------|---------|---------------------------|---------|---------|---------|---------|
| 1. PRODUCT GRADE (UR, U+, UP) | ___     | ___     | ___     | ___     | 8. DEFECTIVE VAPOR POPPET | ___     | ___     | ___     | ___     |
| 2. TANK CAPACITY, GALLONS     | ___     | ___     | ___     | ___     | 9. MISSING FILL CAP       | ___     | ___     | ___     | ___     |
| 3. MISSING VAPOR CAP          | ___     | ___     | ___     | ___     | 10. DEFECTIVE FILL CAP    | ___     | ___     | ___     | ___     |
| 4. DEFECTIVE VAPOR CAP        | ___     | ___     | ___     | ___     | 11. FILL CAP GASKET       | ___     | ___     | ___     | ___     |
| 5. VAPOR CAP NOT ENGAGED      | ___     | ___     | ___     | ___     | 12. FUEL/DEBRIS IN VAULT  | ___     | ___     | ___     | ___     |
| 6. VAPOR CAP GASKET           | ___     | ___     | ___     | ___     | 13. VAULT DRAIN VALVE     | ___     | ___     | ___     | ___     |
| 7. DEFECTIVE COAXIAL          | ___     | ___     | ___     | ___     | 14. FILL-VAP-STEM LOOSE   | ___     | ___     | ___     | ___     |

REMARKS: all face seals are out of retainers!  
Make all repairs within 5 days Call when repaired.  
MACT requirements are current.  
OPERATOR (X) MDH



# Washoe County Health District



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

## STAFF REPORT

**BOARD MEETING DATE:** February 28, 2013

**DATE:** February 15, 2013

**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 *ES*  
775-328-2417, [estickney@washoecounty.us](mailto:estickney@washoecounty.us)

**SUBJECT:** Approval of Notice of Subgrant Award (continuation award) from the Nevada Department of Health and Human Services, Health Division, Sexually Transmitted Disease (STD) Prevention and Control Program, for the period January 1, 2013 through December 31, 2013 in the amount of \$119,023 in support of the STD Program, IO 10014; and authorize the Chairman of the Board to sign.

### 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 (District) received a Notice of Subgrant Award from the Nevada Department of Health and Human Services, Health Division (NSHD), in the amount of \$119,023 in support of the STD Program, IO 10014. A copy of the Subgrant Award is attached.

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

BCC Strategic Objective supported by this item: Sustainability, including financial sustainability, sustaining our services and infrastructure, and sustainability of our natural resources.

Approval of the Subgrant Award also supports the Health District Sexual Health Program Mission to provide comprehensive prevention education, treatment, and surveillance activities in Washoe County that reduce the incidence of STD infection including HIV. The Sexual Health

**AGENDA ITEM #** \_\_\_\_\_

Program emphasizes strategies that empower individuals to decrease risk-related behaviors, thereby decreasing the incidence of new STD and HIV infections in the community.

**PREVIOUS ACTION**

The Washoe County District Board of Health approved the Notice of Subgrant Award in support of the STD Program in the amount of \$119,023 for Calendar Year 2012 on March 22, 2012.

**BACKGROUND**

This grant provides funding for: personnel and benefits, and operating supplies, including lab testing.

**FISCAL IMPACT**

Should the Board approve the Notice of Subgrant Award budget amendments for FY13 are not necessary as this award crosses County fiscal years and there is sufficient budget authority through June 30, 2013.

**RECOMMENDATION**

Staff recommends that the District Board of Health approve the Notice of Subgrant Award (continuation award) from the Nevada Department of Health and Human Services, Health Division, Sexually Transmitted Disease (STD) Prevention and Control Program, for the period January 1, 2013 through December 31, 2013 in the amount of \$119,023 in support of the STD Program, IO 10014; and authorize the Chairman of the Board to sign.

**POSSIBLE MOTION**

Move to approve the Notice of Subgrant Award (continuation award) from the Nevada Department of Health and Human Services, Health Division, Sexually Transmitted Disease (STD) Prevention and Control Program, for the period January 1, 2013 through December 31, 2013 in the amount of \$119,023 in support of the STD Program, IO 10014; and authorize the Chairman of the Board to sign.

HEALTH DIVISION

(hereinafter referred to as the DIVISION)

Budget Account #: 3219  
 Category #: 09  
 GL #: 8516

NOTICE OF SUBGRANT AWARD

|   |  |
|---|--|
| <b>Program Name:</b><br>STD Prevention and Control Program<br>OPHIE<br>Nevada State Health Division | <b>Subgrantee Name:</b><br>Washoe County Health District (WCHD)<br>WCHD Project Code: 93977A<br>George Furman, MD, Chair, (775) 328-2417 |
| <b>Address:</b><br>3811 W Charleston Blvd, Suite 205<br>Las Vegas, NV 89102                         | <b>Address:</b><br>P. O. Box 11130<br>Reno, NV 89520   |
| <b>Subgrant Period:</b><br>January 1, 2013 through December 31, 2013                                | <b>Subgrantee's</b><br><b>EIN#:</b> 88-6000138<br><b>Vendor#:</b> T40283400Q<br><b>Dun &amp; Bradstreet#:</b> 07-378-6998                |

**Reason for Award:** To identify, treat and control Sexually Transmitted Diseases (STD) in Washoe County.

**County(ies) to be served:** ( ) Statewide (x) Specific county or counties: Washoe County

**Approved Budget Categories:**

|                           |           |                |   |
|---------------------------|-----------|----------------|---|
| 1. Personnel              | \$        | 96,857         | <b>Subgrantee may make categorical funding adjustments up to ten percent (10%) of the total subgrant amount without amending the agreement, so long as the adjustment is reasonable to support the activities described within the Scope of Work and the adjustment does not alter the Scope of Work.</b> |
| 2. Travel                 | \$        |                |   |
| 3. Supplies               | \$        | 12,480         |   |
| 4. Equipment              | \$        |                |   |
| 5. Contractual/Consultant | \$        |                |   |
| 6. Training               | \$        |                |   |
| 7. Indirect               | \$        | 9,686          |   |
| <b>Total Cost</b>         | <b>\$</b> | <b>119,023</b> |   |

**Disbursement of funds will be as follows:**

Payment will be made upon receipt and acceptance of an invoice and supporting documentation specifically requesting reimbursement for actual expenditures *specific to this subgrant*. Total reimbursement will not exceed \$ **119,023.00** during the subgrant period.

|   |                    |               |                         |
|---|--------------------|---------------|-------------------------|
| <b>Source of Funds:</b>                       | <b>% of Funds:</b> | <b>CFDA#:</b> | <b>Federal Grant #:</b> |
| 1. Centers for Disease Control and Prevention | 100                | 93.977        | 5H25PS001382-05         |

**Terms and Conditions**

In accepting these grant funds, it is understood that:

1. Expenditures must comply with appropriate state and/or federal regulations.
2. This award is subject to the availability of appropriate funds.
3. Recipient of these funds agrees to stipulations listed in Sections A, B, and C of this subgrant award.

|   |                         |          |
|---|-------------------------|----------|
|   | Signature               | Date     |
| Authorized Subgrantee Official<br>WCHD                |                         |          |
| Jon Basilio, MPH<br>Program Manager                   | <i>Jonathon Basilio</i> | 1-2-2013 |
| Chad Westom<br>Bureau Chief, HSPER                    | <i>Chad Westom</i>      | 1/8/13   |
| Richard Whitley, MS<br>Administrator, Health Division | <i>[Signature]</i>      |          |

*RF 1/9/13*

**HEALTH DIVISION**  
**NOTICE OF SUBGRANT AWARD**  
**SECTION A**  
**Assurances**

As a condition of receiving subgranted funds from the Nevada State Health Division, the *Subgrantee* agrees to the following conditions:

1. *Subgrantee* agrees grant funds may not be used for other than the awarded purpose. In the event *Subgrantee* expenditures do not comply with this condition, that portion not in compliance must be refunded to the Health Division.
2. *Subgrantee* agrees to submit reimbursement requests for only expenditures approved in the spending plan. Any additional expenditure beyond what is allowable based on approved categorical budget amounts, without prior written approval by the Health Division, may result in denial of reimbursement.
3. Approval of subgrant budget by the Health Division constitutes prior approval for the expenditure of funds for specified purposes included in this budget. Unless otherwise stated in the Scope of Work the transfer of funds between budgeted categories without written prior approval from the Health Division is not allowed under the terms of this subgrant. Requests to revise approved budgeted amounts must be made in writing and provide sufficient narrative detail to determine justification.
4. Recipients of subgrants are required to maintain subgrant accounting records, identifiable by subgrant number. Such records shall be maintained in accordance with the following:
  - a. Records may be destroyed not less than three years (unless otherwise stipulated) after the final report has been submitted if written approval has been requested and received from the Administrative Services Officer of the Health Division. Records may be destroyed by the *Subgrantee* five (5) calendar years after the final financial and narrative reports have been submitted to the Health Division.
  - b. In all cases an overriding requirement exists to retain records until resolution of any audit questions relating to individual subgrants.

Subgrant accounting records are considered to be all records relating to the expenditure and reimbursement of funds awarded under this Subgrant Award. Records required for retention include all accounting records and related original and supporting documents that substantiate costs charged to the subgrant activity.

5. *Subgrantee* agrees to disclose any existing or potential conflicts of interest relative to the performance of services resulting from this subgrant award. The Health Division reserves the right to disqualify any grantee on the grounds of actual or apparent conflict of interest. Any attempt to intentionally or unintentionally conceal or obfuscate a conflict of interest will automatically result in the disqualification of funding.
6. *Subgrantee* agrees to comply with the requirements of the Civil Rights Act of 1964, as amended, and the Rehabilitation Act of 1973, P.L. 93-112, as amended, and any relevant program-specific regulations, and shall not discriminate against any employee or offeror for employment because of race, national origin, creed, color, sex, religion, age, disability or handicap condition (including AIDS and AIDS-related conditions).
7. *Subgrantee* agrees to comply with the Americans with Disabilities Act of 1990 (P.L. 101-136), 42 U.S.C. 12101, as amended, and regulations adopted thereunder contained in 28 CFR 26.101-36.999 inclusive, and any relevant program-specific regulations.
8. *Subgrantee* agrees to comply with the requirements of the Health Insurance Portability and Accountability Act of 1996, 45 C.F.R. 160, 162 and 164, as amended. If the subgrant award includes functions or



activities that involve the use or disclosure of Protected Health Information, the *Subgrantee* agrees to enter into a Business Associate Agreement with the Health Division, as required by 45 C.F.R 164.504 (e).

9. *Subgrantee* certifies, by signing this subgrant, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency. This certification is made pursuant to regulations implementing Executive Order 12549, Debarment and Suspension, 28 C.F.R. pt. 67 § 67.510, as published as pt. VII of May 26, 1988, Federal Register (pp.19150-19211). This provision shall be required of every *Subgrantee* receiving any payment in whole or in part from federal funds.
10. *Subgrantee* agrees, whether expressly prohibited by federal, state, or local law, or otherwise, that no funding associated with this subgrant will be used for any purpose associated with or related to lobbying or influencing or attempting to lobby or influence for any purpose the following:
  - a. any federal, state, county or local agency, legislature, commission, council, or board;
  - b. any federal, state, county or local legislator, commission member, council member, board member, or other elected official; or
  - c. any officer or employee of any federal, state, county or local agency, legislature, commission, council, or board.
11. Health Division subgrants are subject to inspection and audit by representatives of the Health Division, Nevada Department of Health and Human Services, the State Department of Administration, the Audit Division of the Legislative Counsel Bureau or other appropriate state or federal agencies to
  - a. verify financial transactions and determine whether funds were used in accordance with applicable laws, regulations and procedures;
  - b. ascertain whether policies, plans and procedures are being followed;
  - c. provide management with objective and systematic appraisals of financial and administrative controls, including information as to whether operations are carried out effectively, efficiently and economically; and
  - d. determine reliability of financial aspects of the conduct of the project.
12. Any audit of *Subgrantee's* expenditures will be performed in accordance with Generally Accepted Government Auditing Standards to determine there is proper accounting for and use of subgrant funds. It is the policy of the Health Division (as well as a federal requirement as specified in the Office of Management and Budget (OMB) Circular A-133 [Revised June 27<sup>th</sup>, 2003]) that each grantee annually expending \$500,000 or more in federal funds have an annual audit prepared by an independent auditor in accordance with the terms and requirements of the appropriate circular. A COPY OF THE FINAL AUDIT REPORT MUST BE SENT TO THE NEVADA STATE HEALTH DIVISION, ATTN: ADMINISTRATIVE SERVICES OFFICER IV, 4150 TECHNOLOGY WAY, SUITE 300, CARSON CITY, NEVADA 89706-2009, within nine (9) months of the close of the *Subgrantee's* fiscal year. **To ensure this requirement is met Section D of this subgrant must be filled out and signed.**

**HEALTH DIVISION  
NOTICE OF SUBGRANT AWARD  
SECTION B**

Description of services, scope of work, deliverables and reimbursement

**Washoe County Health District (WCHD)**, hereinafter referred to as *Subgrantee*, agrees to provide the following services and reports according to the identified timeframes:

- Provide testing and clinical services to all patients, contacts, and suspects referred to or volunteering for examination, treatment, or counseling for sexually transmitted diseases (STDs) in Washoe County as specified in the budget, during the subgrant period. The services will be provided at STD clinics, Family Planning Clinics, the Juvenile Detention Center and non-traditional sites which services are provided by County-Level Community Outreach.
- Provide and supervise Communicable Disease Investigators, Public Health Nurses, Administrative Staff, and other staff necessary for the successful provision of testing and clinical services to patients, contacts, and suspects for STDs during the subgrant period.
- Provide interview and investigative services including pre and post-test evaluations of STD patients seeking STD evaluations per STD epidemiology performance standards approved by the Centers for Disease Control and Prevention (CDC) throughout the subgrant period.
- Use the Sexually Transmitted Disease\*Management Information System (STD\*MIS) or compatible system meeting CDC standards , reactor registry, and other records to perform the following activities related to STD investigation during the subgrant period:
  - a. program planning,
  - b. program implementation;
  - c. program evaluation; and,
  - d. Respond to recommendations for data quality improvements made by the Health Division.
- Complete and maintain an STD file system that adequately and timely documents all STD program activity conducted during the subgrant period.
- Maintain a minimum level of STD individual and community behavior change intervention activities during the subgrant period, including appropriate risk reduction education of high-risk or vulnerable populations. (For guidance, reference *Healthy People 2010: Understanding and Improving Health, Focus Area 25: Sexually Transmitted Diseases.*)
- Provide to the Health Division, upon request, reports regarding STD activities in Washoe County.
- Submit electronically to the Health Division the following deliverables by the deadlines listed:
  - STD\*MIS Reports (Due weekly)
  - Quarterly Statistical Reports - Reports should present data on all STD testing, diagnoses, treatment, and partner services conducted by the *subgrantee* during each quarter (by gender, race, age, etc.), including (1) infertility data (which includes the number of clients screened and treated for Chlamydia); (2) a ratio of the number of infected partners brought to treatment per the number of client interviews performed (by gender); and (3) prevalence monitoring. These reports must be presented in the format requested by the STD Program Coordinator. **Reports are due to the STD Program Coordinator no later than 30 days after the end of each quarter of the subgrant period.**

- Annual Progress Reports - Reports should include: (1) a brief narrative description (no more than 10 double-spaced pages) of all STD program activities conducted by the *subgrantee* for the subgrant period for CSPA and IPP, including any education, outreach, or intervention activities and their locations; (2) identification of future technical assistance or training needs (if any); and (3) copies of all products produced for the STD program with subgrant funds. These reports must be presented in the format requested by the STD Program Coordinator (See Attachment A). The annual report is due to the NSHD STD Program Coordinator no later than 45 calendar days after the end of the subgrant period (December 31<sup>st</sup>) and the interim report is due to the Program Coordinator no later than 15 calendar days after the end of the reporting period (June 30<sup>th</sup>); unless otherwise notified by the NSHD STD Program Coordinator.
- Identify the source of funding on all printed documents purchased or produced within the scope of this subgrant, using a statement similar to: *"This publication (journal, article, etc.) was supported by the Nevada State Health Division through Grant Number 5H25PS001382-05 from Centers for Disease Control and Prevention. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Nevada State Health Division nor the Centers for Disease Control and Prevention."*
- Any activities performed under this subgrant shall acknowledge the funding was provided through the State Health Division by Grant Number **5H25PS001382-05** from the Centers for Disease Control and Prevention.

(continued on next page)

*Subgrantee* agrees to adhere to the following budget:

|                    |                   |  |
|--------------------|-------------------|--|
| Personnel          | \$ 96,858         |  |
|                    | \$ 31,542         | 0.40 FTE Disease Investigation Specialist (Kathy Hong) @ \$78,855  |
|                    | \$ 39,428         | 0.50 FTE Disease Investigation Specialist (Linda Gabor) @ \$78,855 |
|                    | \$ 25,888         | Fringe Benefits (36.477% ) @ \$31,542*0.36477 + \$39,428*0.36477   |
| Travel             | \$ -              |  |
| Operating/Supplies | \$ 12,479         |  |
|                    | \$ 12,479         | 1,247 Aptima NAATs tests x \$10.00 per test (IPP Funding)          |
| Contractual        | \$ -              |  |
| Indirect           | \$ 9686           | Indirect (10% of total personnel) @ 0.10 x 96,858                  |
| <b>Total</b>       | <b>\$ 119,023</b> |  |

- With prior approval from the NSHD STD Program Coordinator, *subgrantee* may make categorical funding adjustments up to ten percent (10%) of the total subgrant amount without amending the agreement, so long as the adjustment is reasonable to support the activities described within the Scope of Work and the adjustment does not alter the Scope of Work
- Equipment purchased with these funds belongs to the federal program from which this funding was appropriated and shall be returned to the program upon termination of this agreement.
- Travel expenses, per diem, and other related expenses must conform to the procedures and rates allowed for State officers and employees. It is the Policy of the Board of Examiners to restrict contractors/*Subgrantees* to the same rates and procedures allowed State Employees. The State of Nevada reimburses at rates comparable to the rates established by the US General Services Administration, with some exceptions (State Administrative Manual 0200.0 and 0320.0).

*Subgrantee* agrees to request reimbursement according to the schedule specified below for the actual expenses incurred related to the Scope of Work during the subgrant period.

- Reimbursement may be requested monthly for expenses incurred in the implementation of the Scope of Work;
- Reimbursement will not exceed **\$119,023** for the period of the subgrant;
- Requests for Reimbursement will be accompanied by supporting documentation, including a line item description of expenses incurred;
- and, Additional expenditure detail will be provided upon request from the Division.

Additionally, the *Subgrantee* agrees to provide:

- A complete financial accounting of all expenditures to the Health Division within 30 days of the CLOSE OF THE SUBGRANT PERIOD. Any un-obligated funds shall be returned to the Health Division at that time, or if not already requested, shall be deducted from the final award.

**The Nevada State Health Division agrees:**

- The STD Prevention and Control Program will provide or accomplish the following items to ensure successful completion of this project, such as:
  - Provide reimbursement of activities related to this subgrant, not to exceed **\$119,023** during the subgrant period, given receipt of appropriate documentation;
  - Providing technical assistance, upon request from the *Subgrantee*;
  - Providing prior approval of reports or documents to be developed;
  - Forwarding a report to CDC.
- The Health Division reserves the right to hold reimbursement under this subgrant until any delinquent forms, reports, and expenditure documentation are submitted to and accepted by the Health Division.

**Both parties agree:**

- Site-visit monitoring and/or audits may be conducted by the Health Division or the Centers for Disease Control and Prevention or related staff of the *Subgrantee's* STD program in its entirety at any time. Program and fiscal audits shall occur annually or as needed.
- The *Subgrantee* will, in the performance of the Scope of Work specified in this subgrant, perform functions and/or activities that involve the use and/or disclosure of Protected Health Information (PHI); therefore, the *Subgrantee* is considered a Business Associate of the Health Division.
  - Both parties acknowledge a Business Associate Agreement is currently on file with the Nevada State Health Division's Administration Office.
- All reports of expenditures and requests for reimbursement processed by the Health Division are SUBJECT TO AUDIT.

This subgrant agreement may be TERMINATED by either party prior to the date set forth on the Notice of Subgrant Award, provided the termination shall not be effective until 30 days after a party has served written notice upon the other party. This agreement may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Agreement shall be terminated immediately if for any reason the Health Division, state, and/or federal funding ability to satisfy this Agreement is withdrawn, limited, or impaired.

**HEALTH DIVISION  
NOTICE OF SUBGRANT AWARD  
SECTION C  
Financial Reporting Requirements**

- ☞ A Request for Reimbursement is due on a **monthly or quarterly** basis, based on the terms of the subgrant agreement, no later than the 15<sup>th</sup> of the month.
- ☞ Reimbursement is based on **actual** expenditures incurred during the period being reported.
- ☞ Payment will not be processed without all reporting being current.
- ☞ Reimbursement may only be claimed for expenditures approved within the Notice of Subgrant Award.
- ☞ **PLEASE REPORT IN WHOLE DOLLARS**

Provide the following information on the top portion of the form: Subgrantee name and address where the check is to be sent, Health Division (subgrant) number, Bureau program number, draw number, employer I.D. number (EIN) and Vendor number.

An explanation of the form is provided below.

**A. Approved Budget:** List the approved budget amounts in this column by category.

**B. Total Prior Requests:** List the **total** expenditures for all previous reimbursement periods in this column, for each category, by entering the numbers found on Lines 1-8, Column D on the **previous** Request for Reimbursement/Advance Form. If this is the first request for the subgrant period, the amount in this column equals zero.

**C. Current Request:** List the **current** expenditures requested at this time for reimbursement in this column, for each category.

**D. Year to Date Total:** Add Column B and Column C for each category.

**E. Budget Balance:** Subtract Column D from Column A for each category.

**F. Percent Expended:** Divide Column D by Column A for each category and total. Monitor this column; it will help to determine if/when an amendment is necessary. Amendments **MUST** be completed (including all approving signatures) 30 days **prior** to the end of the subgrant period.

***\* An Expenditure Report/Backup that summarizes, by expenditure GL, the amounts being claimed in column 'C' is required.***

**HEALTH DIVISION  
NOTICE OF SUBGRANT AWARD  
SECTION D**

**NEVADA STATE HEALTH DIVISION  
AUDIT INFORMATION REQUEST**

1. Non-Federal entities that expend \$500,000.00 or more in total Federal Awards are required to have a single or program-specific audit conducted for that year, in accordance with OMB Circular A-133. A COPY OF THE FINAL AUDIT REPORT MUST BE SENT TO THE NEVADA STATE HEALTH DIVISION, ATTN: ADMINISTRATIVE SERVICES OFFICER IV, 4150 TECHNOLOGY WAY, SUITE 300, CARSON CITY, NEVADA 89706-2009, within nine (9) months of the close of your fiscal year.
2. Did your organization expend \$500,000.00 or more in all Federal Awards during your most recent fiscal year? YES \_\_\_\_ NO \_\_\_\_
3. When does your fiscal year end? \_\_\_\_\_
4. How often is your organization audited? \_\_\_\_\_
5. When was your last audit performed? \_\_\_\_\_
6. What time period did it cover? \_\_\_\_\_
7. Which accounting firm conducted the audit? \_\_\_\_\_

---

SIGNATURE

TITLE

DATE

## Nevada Department of Health and Human Services

Health Division # 13113  
 Bureau Program # 3219  
 GL # 8516  
 Draw #: \_\_\_\_\_

### HEALTH DIVISION

### REQUEST FOR REIMBURSEMENT

|   |  |
|---|--|
| <b>Program Name:</b><br>STD Prevention and Control Program<br>OPHIE, Nevada State Health Division | <b>Subgrantee Name:</b><br>Washoe County Health District (WCHD)<br>WCHD Project Code: 93977A<br>George Furman, MD, Chair, (775) 328-2417 |
| <b>Address:</b><br>3811 W Charleston Blvd, Suite 205<br>Las Vegas, NV 89102                       | <b>Address:</b><br>P. O. Box 11130<br>Reno, NV 89520   |
| <b>Subgrant Period:</b><br>January 1, 2013 through December 31, 2013                              | <b>Subgrantee EIN#:</b> 88-6000138<br><b>Subgrantee Vendor#:</b> T40283400Q  |

### FINANCIAL REPORT AND REQUEST FOR FUNDS

(report in whole dollars; must be accompanied by expenditure report/back-up)

Month(s): \_\_\_\_\_

Calendar Year: \_\_\_\_\_

| Approved Budget Category | A<br>Approved Budget | B<br>Total Prior Requests | C<br>Current Request | D<br>Year To Date Total | E<br>Budget Balance | F<br>Percent Expended |
|--------------------------|----------------------|---------------------------|----------------------|-------------------------|---------------------|-----------------------|
| 1 Personnel              | \$ 96,857            | \$ 0                      | \$ 0                 | \$ 0                    | \$ 96,857           | 0%                    |
| 2 Travel                 | \$ 0                 | \$ 0                      | \$ 0                 | \$ 0                    | \$ 0                | #DIV/0!               |
| 3 Operating              | \$ 12,480            | \$ 0                      | \$ 0                 | \$ 0                    | \$ 12,480           | 0%                    |
| 4 Equipment              | \$ 0                 | \$ 0                      | \$ 0                 | \$ 0                    | \$ 0                | #DIV/0!               |
| 5 Contract/Consultant    | \$ 0                 | \$ 0                      | \$ 0                 | \$ 0                    | \$ 0                | #DIV/0!               |
| 6 Training               | \$ 0                 | \$ 0                      | \$ 0                 | \$ 0                    | \$ 0                | #DIV/0!               |
| 7 Indirect               | \$ 9,686             | \$ 0                      | \$ 0                 | \$ 0                    | \$ 9,686            | 0%                    |
| 8 <b>Total</b>           | \$ 119,023           | \$ 0                      | \$ 0                 | \$ 0                    | \$ 119,023          | 0%                    |

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

Authorized Signature \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Reminder: Request for Reimbursement cannot be processed without an expenditure report/backup.  
 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: \_\_\_\_\_





# Washoe County Health District



Public Health  
Prevent. Promote. Protect.

## STAFF REPORT BOARD MEETING DATE: February 28, 2013

**DATE:** February 15, 2013

**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) *ES*

**SUBJECT:** Approval of Grant Agreement #A-00905413-0 (continuation agreement) from the U.S. Environmental Protection Agency (EPA) for partial funding in the amount of \$524,508 for the period 10/1/12 through 9/30/13 for the Air Quality Management, EPA Air Pollution Control Program, IO 10019.

### SUMMARY

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

The Air Quality Management Division has a Grant Agreement from the EPA, which provides for grant funding for the on-going Air Pollution Control Program, IO 10019. A copy of the Grant Agreement is attached.

**District Board of Health strategic priority:** Promote financial accountability and stability

BCC Strategic Objective supported by this item: Sustainability, including financial sustainability, sustaining our services and infrastructure, and sustainability of our natural resources.

Approval of this Grant Agreement also supports the Health District Air Quality Program Mission to implement clean air solutions that protect the quality of life for the citizens of Reno, Sparks and Washoe County.

AGENDA ITEM # \_\_\_\_\_

**PREVIOUS ACTION**

The Washoe County District Board of Health retroactively approved the District Health Officer's acceptance of the Grant Agreement for the period 10/1/11 through 9/30/12, on January 26, 2012 and two budget amendments for the period 10/1/11 through 9/30/12 on May 24, 2012.

**BACKGROUND**

The Grant Agreement was received on January 22, 2013. The Grant Agreement is being presented for District Board of Health approval per the new EPA procedure that does not require signature and return within 21 days of receipt.

The base grant award provides funding for salaries and benefits, training and travel, operating supplies, repairs and maintenance, minor equipment, special clothing, professional services and capital equipment.

**FISCAL IMPACT**


Should the Board approve the Grant Agreement, no FY13 budget amendments are necessary.

**RECOMMENDATION**

Staff recommends that the District Board of Health approve Grant Agreement #A-00905413-0 (continuation agreement) from the U.S. Environmental Protection Agency (EPA) for partial funding in the amount of \$524,508 for the period 10/1/12 through 9/30/13 for the Air Quality Management, EPA Air Pollution Control Program, IO 10019.

**POSSIBLE MOTION**

Move to approve Grant Agreement #A-00905413-0 (continuation agreement) from the U.S. Environmental Protection Agency (EPA) for partial funding in the amount of \$524,508 for the period 10/1/12 through 9/30/13 for the Air Quality Management, EPA Air Pollution Control Program, IO 10019.

|   |  |   |  |
|---|--|---|--|
|    | <b>U.S. ENVIRONMENTAL<br/>PROTECTION AGENCY</b><br><br><b>Grant Agreement</b>  | <b>GRANT NUMBER (FAIN):</b> 00905413  | <b>DATE OF AWARD</b><br>01/14/2013                 |
|   |  | <b>MODIFICATION NUMBER:</b> 0<br><b>PROGRAM CODE:</b> A   | <b>MAILING DATE</b><br>01/21/2013                  |
|   |  | <b>TYPE OF ACTION</b><br>New  | <b>ACH#</b><br>90104                               |
|   |  | <b>PAYMENT METHOD:</b><br>Advance   |  |
| <b>RECIPIENT TYPE:</b><br>County  |  | <b>Send Payment Request to:</b><br>Las Vegas Finance Center, Fax (702) 798-2423   |  |
| <b>RECIPIENT:</b><br>Washoe Cnty Dist Hlth Dept<br>P.O. Box 11130<br>Reno, NV 89520<br>EIN: 88-6000138  |  | <b>PAYEE:</b><br>Washoe Cnty Dist Hlth Dept<br>P.O. Box 11130<br>Reno, NV 89520   |  |
| <b>PROJECT MANAGER</b><br>Lori Cooke<br>P.O. Box 11130<br>Reno, NV 89520<br>E-Mail: Lcooke@washoecounty.us<br>Phone: 775-325-8068   | <b>EPA PROJECT OFFICER</b><br>Roy Ford<br>75 Hawthorne Street, AIR-8<br>San Francisco, CA 94105<br>E-Mail: Ford.Roy@epa.gov<br>Phone: 415-972-3997 | <b>EPA GRANT SPECIALIST</b><br>Renee Chan<br>Grants Management Office, MTS-7<br>E-Mail: Chan.Renee@epa.gov<br>Phone: 415-972-3675 |  |
| <b>PROJECT TITLE AND DESCRIPTION</b><br>FY-2013 Air Pollution Control Program<br><br>This assistance agreement provides partial federal funding in the amount of \$524,508. The purpose of this program is to provide continuing support for activities which include strategic planning and evaluation, compliance assistance, developing state implementation plans, monitoring air and emissions, rulemaking, operating permits and all other program related activities. This program will protect and improve the air quality in Washoe County and reduce the risks to human health and the environment.   |  |   |  |
| <b>BUDGET PERIOD</b><br>10/01/2012 - 09/30/2013   | <b>PROJECT PERIOD</b><br>10/01/2012 - 09/30/2013   | <b>TOTAL BUDGET PERIOD COST</b><br>\$2,151,018.00   | <b>TOTAL PROJECT PERIOD COST</b><br>\$2,151,018.00 |
| <b>NOTICE OF AWARD</b>  |  |   |  |
| Based on your Application dated 09/19/2012 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$524,508. EPA agrees to cost-share % of all approved budget period costs incurred, up to and not exceeding total federal funding of \$524,508. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA statutory provisions. The applicable regulatory provisions are 40 CFR Chapter 1, Subchapter B, and all terms and conditions of this agreement and any attachments. |  |   |  |
| <b>ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)</b>  |  | <b>AWARD APPROVAL OFFICE</b>  |  |
| <b>ORGANIZATION / ADDRESS</b><br>U.S. EPA, Region 9<br>Grants Management Office, MTS-7<br>75 Hawthorne Street<br>San Francisco, CA 94105  |  | <b>ORGANIZATION / ADDRESS</b><br>U.S. EPA, Region 9<br>Air Division, AIR-1<br>75 Hawthorne Street<br>San Francisco, CA 94105      |  |
| <b>THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY</b>   |  |   |  |
| <b>Digital signature applied by EPA Award Official</b> Denise Zvanovec - Grants Management Officer  |  |   | <b>DATE</b><br>01/14/2013                          |

# EPA Funding Information

| FUNDS                         | FORMER AWARD | THIS ACTION  | AMENDED TOTAL |
|-------------------------------|--------------|--------------|---------------|
| EPA Amount This Action        | \$           | \$ 524,508   | \$ 524,508    |
| EPA In-Kind Amount            | \$           | \$           | \$ 0          |
| Unexpended Prior Year Balance | \$           | \$           | \$ 0          |
| Other Federal Funds           | \$           | \$           | \$ 0          |
| Recipient Contribution        | \$           | \$ 1,451,673 | \$ 1,451,673  |
| State Contribution            | \$           | \$           | \$ 0          |
| Local Contribution            | \$           | \$           | \$ 0          |
| Other Contribution            | \$           | \$           | \$ 0          |
| Allowable Project Cost        | \$ 0         | \$ 1,976,181 | \$ 1,976,181  |

| Assistance Program (CFDA)                      | Statutory Authority     | Regulatory Authority       |
|--|-------------------------|----------------------------|
| 66.001 - Air Pollution Control Program Support | Clean Air Act: Sec. 105 | 40 CFR PTS 31 & 35 SUBPT A |

| Fiscal    |            |    |              |                     |        |              |              |                   |                           |
|-----------|------------|----|--------------|---------------------|--------|--------------|--------------|-------------------|---------------------------|
| Site Name | Req No     | FY | Approp. Code | Budget Organization | PRC    | Object Class | Site/Project | Cost Organization | Obligation / Deobligation |
|           | 1309M3S025 | 13 | E1           | 09M4                | 102A04 | 4112         |              |                   | 524,508                   |
|           |            |    |              |                     |        |              |              |                   | 524,508                   |

Budget Summary Page

| Table A - Object Class Category<br>(Non-construction)  | Total Approved Allowable<br>Budget Period Cost |
|--|--|
| 1. Personnel   | \$1,251,198                                    |
| 2. Fringe Benefits                                     | \$483,065                                      |
| 3. Travel  | \$42,463                                       |
| 4. Equipment   | \$47,000                                       |
| 5. Supplies  | \$12,700                                       |
| 6. Contractual   | \$4,200  |
| 7. Construction  | \$0  |
| 8. Other   | \$59,033                                       |
| 9. Total Direct Charges                                | \$1,899,659                                    |
| 10. Indirect Costs: % Base <u>Cost Allocation Plan</u> | \$251,359                                      |
| 11. Total (Share: Recipient % Federal %.)              | \$2,151,018                                    |
| 12. Total Approved Assistance Amount                   | \$524,508                                      |
| 13. Program Income                                     | \$0  |
| 14. Total EPA Amount Awarded This Action               | \$524,508                                      |
| 15. Total EPA Amount Awarded To Date                   | \$524,508                                      |

| Table B - Program Element Classification<br>(Non-construction) | Total Approved Allowable<br>Budget Period Cost |
|--|--|
| 1. The total approved budget includes                          | \$   |
| 2. \$-0- in estimated non-federal,                             | \$   |
| 3. non-recurrent costs.  | \$   |
| 4.   | \$   |
| 5.   | \$   |
| 6. Cost-share requirement: 40% and MOE                         | \$   |
| 7.   | \$   |
| 8.   | \$   |
| 9.   | \$   |
| 10.  | \$   |
| 11. Total (Share: Recip % Fed %)                               | \$   |
| 12. Total Approved Assistance Amount                           | \$   |

## Administrative Conditions

### 1. Federal Financial Report (SF 425)

The final Federal Financial Report (FFR) covering the entire project period shall be submitted within 90 days after the end of the project period according to 40 CFR Part 31.23(b) and 31.41(b). The LVFC will make adjustments, as necessary, to obligated funds after reviewing and accepting a final Federal Financial Report. Recipients will be notified and instructed by EPA if they must complete any additional forms for the closeout of the assistance agreement.

For awards with cumulative project and budget periods greater than 12 months, an interim FFR covering the period from "project/budget period start date" to September 30 of each calendar year shall be submitted to the U.S. EPA Las Vegas Finance Center, 4220 South Maryland Parkway, Bldg. C, Room 503, Las Vegas, NV 89193-8515, no later than December 31 of the same calendar year.

The recipient shall identify non-federal, non-recurrent expenditures on a separate page attached to the FFR and submit it to the Grants Management Office, MTS-7. The recipient also agrees to include a statement certifying that supplanting did not occur.

### 2. Single Audit Act

In accordance with OMB Circular A-133, which implements the Single Audit Act, the recipient hereby agrees to obtain a single audit from an independent auditor, if it expends \$500,000 or more in total Federal funds in any fiscal year. Within nine months after the end of a recipient's fiscal year or 30 days after receiving the report from the auditor, the recipient shall submit the SF-SAC and a Single Audit Report Package. The recipient **MUST** submit the SF-SAC and a Single Audit Report Package using the Federal Audit Clearinghouse's Internet Data Entry System. For complete information on how to accomplish the single audit submissions, you will need to visit the Federal Audit Clearinghouse Web site: <http://harvester.census.gov/fac/>.

### 3. Central Contractor Registration/System for Award Management and Universal Identifier Requirements.

#### A. Requirement for Central Contractor Registration (CCR)/System for Award Management (SAM).

Unless you are exempted from this requirement under 2 CFR 25.110, you as the recipient must maintain the currency of your information in the SAM until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.

#### B. Requirement for Data Universal Numbering System (DUNS) numbers. If you are authorized to make subawards under this award, you:

1. Must notify potential subrecipients that no entity (see definition in paragraph C of this award term) may receive a subaward from you unless the entity has provided its DUNS number to you.
2. May not make a subaward to an entity unless the entity has provided its DUNS number to you.

#### C. Definitions. For purposes of this award term:

1. Central Contractor Registration (CCR)/System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the System for Award Management (SAM) Internet site <http://www.sam.gov>.
2. Data Universal Numbering System (DUNS) number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by telephone (currently 866-705-5711) or the Internet (currently at <http://fedgov.dnb.com/webform>).
3. Entity, as it is used in this award term, means all of the following, as defined at 2 CFR part 25, subpart C:
  - a. A Governmental organization, which is a State, local government, or Indian tribe;
  - b. A foreign public entity;
  - c. A domestic or foreign nonprofit organization;
  - d. A domestic or foreign for-profit organization; and

- e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.

4. Subaward:

- a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
- b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. --.210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").
- c. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.

5. Subrecipient means an entity that:

- a. Receives a subaward from you under this award; and
- b. Is accountable to you for the use of the Federal funds provided by the subaward.

4. **Reporting Subawards and Executive Compensation**

a. Reporting of first-tier subawards.

1. Applicability. Unless you are exempt as provided in paragraph d. of this award term, you must report each action that obligates \$25,000 or more in Federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5) for a subaward to an entity (see definitions in paragraph e of this award term).

2. Where and when to report.

i. You must report each obligating action described in paragraph a.1. of this award term to [www.fsrs.gov](http://www.fsrs.gov).

ii. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)

3. What to report. You must report the information about each obligating action that the submission instructions posted at [www.fsrs.gov](http://www.fsrs.gov) specify.

b. Reporting Total Compensation of Recipient Executives.

1. Applicability and what to report. You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if –

i. **The total Federal funding authorized to date under this award is \$25,000 or more;**

ii. In the preceding fiscal year, you received—

(A) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

(B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

2. Where and when to report. You must report executive total compensation described in paragraph b.1. of this award term:

i. As part of your registration profile at [www.ccr.gov](http://www.ccr.gov).

ii. By the end of the month following the month in which this award is made, and annually thereafter.

c. Reporting of Total Compensation of Subrecipient Executives.

1. Applicability and what to report. Unless you are exempt as provided in paragraph d. of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if –

i. in the subrecipient's preceding fiscal year, the subrecipient received—

(A) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

(B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and

subawards); and

- ii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)
2. **Where and when to report.** You must report subrecipient executive total compensation described in paragraph c.1. of this award term:
    - i. To the recipient.
    - ii. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

**d. Exemptions.** If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:

- i. subawards, and
- ii. the total compensation of the five most highly compensated executives of any subrecipient.

e. **Definitions.** For purposes of this award term:

1. **Entity** means all of the following, as defined in 2 CFR part 25:
  - i. A Governmental organization, which is a State, local government, or Indian tribe;
  - ii. A foreign public entity;
  - iii. A domestic or foreign nonprofit organization;
  - iv. A domestic or foreign for-profit organization;
  - v. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
2. **Executive** means officers, managing partners, or any other employees in management positions.
3. **Subaward:**
  - i. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
  - ii. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. --.210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").
  - iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.
4. **Subrecipient** means an entity that:
  - i. Receives a subaward from you (the recipient) under this award; and
  - ii. Is accountable to you for the use of the Federal funds provided by the subaward.
5. **Total compensation** means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):
  - i. *Salary and bonus* .
  - ii. *Awards of stock, stock options, and stock appreciation rights* . Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
  - iii. *Earnings for services under non-equity incentive plans* . This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
  - iv. *Change in pension value* . This is the change in present value of defined benefit and actuarial pension plans.
  - v. *Above-market earnings on deferred compensation which is not tax-qualified* .
  - vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

## 5. Trafficking in Persons

a. *Provisions applicable to a recipient that is a private entity*

1. You as the recipient, your employees, subrecipients under this award, and subrecipients' employees may not—
  - i. Engage in severe forms of trafficking in persons during the period of time that the award is



- in effect;
  - ii. Procure a commercial sex act during the period of time that the award is in effect; or
  - iii. Use forced labor in the performance of the award or subawards under the award.
2. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if you or a subrecipient that is a private entity —
- i. Is determined to have violated a prohibition in paragraph a.1 of this award term; or
  - ii. Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph a.1 of this award term through conduct that is either—
    - A. Associated with performance under this award; or
    - B. Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by our Agency at 2 CFR 1532.
- b. *Provision applicable to a recipient other than a private entity* . We as the Federal awarding agency may unilaterally terminate this award, without penalty, if a subrecipient that is a private entity—
- 1. Is determined to have violated an applicable prohibition in paragraph a.1 of this award term; or
  - 2. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph a.1 of this award term through conduct that is either—
    - i. Associated with performance under this award; or
    - ii. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by our agency at 2 CFR 1532
- c. *Provisions applicable to any recipient* .
- 1. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph a.1 of this award term.
  - 2. Our right to terminate unilaterally that is described in paragraph a.2 or b of this section:
    - i. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), and
    - ii. Is in addition to all other remedies for noncompliance that are available to us under this award.
  - 3. You must include the requirements of paragraph a.1 of this award term in any subaward you make to a private entity.
- d. *Definitions* . For purposes of this award term:
- 1. “Employee” means either:
    - i. An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this award; or
    - ii. Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.
  - 2. “Forced labor” means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.
  - 3. “Private entity”:
    - i. Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 CFR 175.25.
    - ii. Includes:
      - A. A nonprofit organization, including any nonprofit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 CFR 175.25(b).
      - B. A for-profit organization.
  - 4. “Severe forms of trafficking in persons,” “commercial sex act,” and “coercion” have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. 7102).

## 6. Recycled Paper

In accordance with Executive Order 13423 (Strengthening Federal Environmental, Energy and Transportation Management dated January 24, 2007), EPA Order 1000.25 and 40 CFR Part 30.16 (as applicable), the recipient shall use recycled paper and double sided printing for all reports which are prepared as a part of this agreement and delivered to EPA. This requirement does not apply to reports prepared on forms supplied by EPA, or to Standard Forms, which are printed on recycled paper and are available through the General Services Administration. The recipient shall give preference in its procurement programs funded with Federal funds to the purchase of recycled products pursuant to EPA's

guidelines, as applicable.

Any State agency or agency of a political subdivision of a State shall also comply with the requirements set forth in the Resource Conservation and Recovery Act (RCRA), Section 6002 (42 U.S.C. 6962), which requires that preference be given in procurement programs to the purchase of specific products containing recycled materials identified in guidelines developed by EPA under 40 CFR Part 247. Regulations issued under RCRA Section 6002 apply to any acquisition of an item where the purchase price exceeds \$10,000 or where the quantity of such items acquired in the course of the preceding fiscal year was \$10,000 or more.

#### **7. Hotel and Motel Fire Safety**

The recipient agrees to ensure that all conference, meeting, convention, or training funded in whole or in part with Federal funds complies with the protection and control guidelines of the Hotel and Motel Fire Safety Act (PL 101-391, as amended). Recipients may search the Hotel-Motel National Master List at <http://www.usfa.dhs.gov/applications/hotel/> to see if a property is in compliance (FEMA ID is currently not required), or to find other information about the Act. (Refer to 40 CFR Part 30.18 and 15 U.S.C. 2225a, as applicable.)

#### **8. Drug-Free Workplace**

The recipient organization of this EPA assistance agreement must make an ongoing, good faith effort to maintain a drug-free workplace pursuant to the specific requirements set forth in Title 2 CFR Part 1536 Subpart B. Additionally, in accordance with these regulations, the recipient organization must identify all known workplaces under its federal awards, and keep this information on file during the performance of the award. Those recipients who are individuals must comply with the drug-free provisions set forth in Title 2 CFR Part 1536 Subpart C.

The consequences for violating this condition are detailed under Title 2 CFR Part 1536 Subpart E. Recipients can access the Code of Federal Regulations (CFR) Title 2 Part 1536 at <http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=701081165f70316effa8ebf67df73de0&rgn=div5&view=text&node=2:1.2.11.11.2&idno=2>.

#### **9. Debarment, Suspension and Other Responsibility Matters**

The recipient shall fully comply with Subpart C of 2 CFR Part 180 and 2 CFR Part 1532, entitled "Responsibilities of Participants Regarding Transactions (Doing Business with Other Persons)." The recipient is responsible for ensuring that any lower tier covered transaction as described in Subpart B of 2 CFR Part 180 and 2 CFR Part 1532, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. The recipient is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. The recipient acknowledges that failing to disclose the information as required at 2 CFR 180.335 may result in the delay or negation of this assistance agreement, or pursuance of legal remedies, including suspension and debarment.

Recipient may access the Excluded Parties List System at [www.epls.gov](http://www.epls.gov). This term and condition supersedes EPA Form 5700-49, "Certification Regarding Debarment, Suspension, and Other Responsibility Matters."

#### **10. Reimbursement Limitation**

EPA's financial obligations to the recipient are limited by the amount of federal funding awarded to date as shown on line 15 in its EPA approved budget. If the recipient incurs costs in anticipation of receiving additional funds from EPA, it does so at its own risk.

#### **11. Management Fees**

Management fees or similar charges in excess of the direct costs and approved indirect rates are not allowable. The term "management fees or similar charges" refers to expenses added to the direct costs in order to accumulate and reserve funds for ongoing business expenses, unforeseen liabilities, or for other similar costs which are not allowable under this assistance agreement. Management fees or similar charges may not be used to improve or expand the project funded under this agreement, except to the extent authorized as a direct cost of carrying out the scope of work.

#### **12. Lobbying and Litigation Prohibition**

The recipient shall ensure that no grant funds awarded under this assistance agreement are used to engage in lobbying of the Federal Government or in litigation against the United States unless authorized under existing law. The recipient shall abide by 2 CFR 225 (OMB Circular A-87), which prohibits the use of federal grant funds for litigation against the United States or for lobbying or other political activities.

The recipient agrees to comply with Title 40 CFR Part 34, *New Restrictions on Lobbying*. The recipient shall include the language of this provision in award documents for all subawards exceeding \$100,000, and require that subrecipients submit certification and disclosure forms accordingly. In accordance with

the Byrd Anti-Lobbying Amendment, any recipient who makes a prohibited expenditure under Title 40 CFR Part 34 or fails to file the required certification or lobbying forms shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure.

### 13. Utilization of Disadvantaged Business Enterprises

The recipient agrees to comply with the requirements of EPA's Program for Utilization of Small, Minority and Women's Business Enterprises in procurement under assistance agreements as set forth in 40 CFR Part 33. The EPA DBE rule can be accessed at <http://www.epa.gov/osbp>. In addition, the recipient agrees to make good faith efforts whenever procuring construction, equipment, services and supplies under an EPA assistance agreement, and to ensure that sub-recipients, loan recipients, and prime contractors also comply with 40 CFR Section 33.301. Records documenting compliance with the six good faith efforts shall be retained.

The recipient accepts the applicable MBE/WBE fair share objectives/goals negotiated with EPA by the Nevada Department of Conservation and Natural Resources, as follows:

|              | MBE | WBE |
|--------------|-----|-----|
| Construction | 12% | 10% |
| Equipment    | 11% | 23% |
| Services     | 07% | 25% |
| Supplies     | 13% | 28% |

By signing this financial assistance agreement, the recipient is accepting the fair share objectives/goals stated above and attests to the fact that it is purchasing the same or similar construction, supplies, services and equipment, in the same or similar relevant geographic buying market as the Nevada Department of Conservation and Natural Resources.

Pursuant to 40 CFR Section 33.404, the recipient has the option to negotiate its own MBE/WBE fair share objectives/goals. If the recipient wishes to negotiate its own MBE/WBE fair share objectives/goals, the recipient agrees to submit proposed MBE/WBE objectives/goals based on an availability analysis, or disparity study, of qualified MBEs and WBEs in their relevant geographic buying market for construction, services, supplies and equipment.

The submission of proposed fair share goals with the supporting analysis or disparity study means that the recipient is not accepting the fair share objectives/goals of another recipient. The recipient agrees to submit proposed fair share objectives/goals, together with the supporting availability analysis or disparity study to Tiffanie Pang, MTS-1, the Regional MBE/WBE Coordinator, within 120 days of acceptance of the financial assistance award. EPA will respond to the proposed fair share objectives/goals within 30 days of receiving the submission. If proposed fair share objectives/goals are not received within the 120 day time frame, the recipient may not expend its EPA funds for procurements until the proposed fair share objectives/goals are submitted.

A recipient of a Continuing Environmental Program Grant or other annual grant agrees to create and maintain a bidders list. A recipient of an EPA financial assistance agreement to capitalize a revolving loan fund also agrees to require entities receiving identified loans to create and maintain a bidders list if the recipient of the loan is subject to, or chooses to follow, competitive bidding requirements. Refer to 40 CFR Section 33.501 (b) and (c) for specific requirements and exemptions.

### 14. MBE/WBE Utilization Report

The recipient agrees to complete and submit to the Grants Management Office, MTS-7, a MBE/WBE Utilization Report (EPA Form 5700-52A), within 30 days after the end of the Federal fiscal year; i.e., by October 30 of each calendar year. Negative reports are required. Only procurements with certified MBE/WBEs are counted towards a recipient's MBE/WBE accomplishments. A final MBE/WBE report must be submitted within 90 days after the end of the project period. Your grant cannot be officially closed without all MBE/WBE reports. EPA Form 5700-52A may be obtained from the EPA Office of Small Business Program's Home Page on the internet at [www.epa.gov/osbp](http://www.epa.gov/osbp).

### 15. Indirect Costs

The cost principles of 2 CFR Part 225 (OMB Circular A-87), "Cost Principles for State, Local, and Indian Tribal Governments," applies to this agreement.

The local government recipient whose cognizant federal agency has been designated by the Office of Management and Budget (OMB) must develop and submit its indirect cost rate proposal to its cognizant agency within six (6) months after the close of the governmental unit's fiscal year. If the cognizant federal agency has not been identified by the OMB, the local government recipient must still develop (and when required, submit) its proposal within that period.

Recipients are entitled to reimbursement of indirect costs, subject to any statutory or regulatory administrative cost limitations, if they have a current rate agreement or have submitted an indirect cost rate proposal to their cognizant federal agency for review and approval. Recipients are responsible for maintaining an approved indirect cost rate throughout the life of the award. Recipients may draw down grant funds once a rate has been approved, but only for indirect costs incurred during the period specified in the rate agreement. Recipients are not entitled to indirect costs for any period in which the rate has expired.

Recipients with differences between provisional and final rates are not entitled to more than the award amount. Recipients may request EPA approval to rebudget funds from direct cost categories to the indirect cost category (to grants which have not expired or been closed out) to cover increased indirect costs.

Pursuant to 40 CFR 31.26, recipient agrees to comply with the audit requirements prescribed in the Single Audit Act Amendments, and revised OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations," including Subpart C Section 305(b) which addresses the restriction on auditors preparing indirect cost proposals.

#### **16. Payment to Consultants**

Per 40 CFR Part 31.36(j), EPA's participation in the salary rate (excluding overhead and travel) paid to individual consultants retained by recipients or by a recipient's contractors or subcontractors shall be limited to the maximum daily rate for a Level IV of the Executive Schedule, to be adjusted annually. The Federal Executive Schedule (i.e., Salary Table) is located at: <http://www.opm.gov/oca/>. This limit applies to consultation services of designated individuals with specialized skills and if the terms of the contract provide the recipient with responsibility for the selection, direction, and control of the individuals who will be providing services under the contract at an hourly or daily rate of compensation. This rate does not include overhead or travel costs and the recipient may pay these in accordance with its normal travel practices.

Subagreements with firms or individuals for services which are awarded using the procurement requirements in 40 CFR Part 31, are not affected by this limitation unless the terms of the contract provide the recipient with responsibility for the selection, direction, and control of the individuals who will be providing services under the contract at an hourly or daily rate of compensation. See 40 CFR Part 31.36(j)(2).

#### **17. Procurement**

The recipient will ensure all procurement transactions will be conducted in a manner providing full and open competition consistent with EPA regulations under 40 CFR Part 30.43, 31.36 or 35.6555, as applicable. In accordance with 40 CFR Part 30.45, 31.36(f) or 35.6585, as applicable, the grantee and subgrantee(s) must perform a cost or price analysis in connection with every procurement action, including contract modifications.

#### **18. Cost-Share Requirement and Maintenance of Effort**

The required minimum recipient cost share for this assistance agreement is 40% of total project costs, or Maintenance of Effort (MOE) level of \$1,451,671 (final MOE from FY-2012), whichever is greater. EPA agrees to pay up to 60% of total eligible project costs, not to exceed the Total Approved Assistance Amount, provided that the recipient's MOE level is maintained. The assistance agreement may reflect a percentage shown under the "Notice of Award" section which is based on estimated costs requested in the recipient's application.

### **Programmatic Conditions**

P1. This award represents PARTIAL funding in the amount of \$524,508 for Fiscal Year 2013 (FY-2013). Full funding of this assistance agreement at the estimated FY-2013 amount is not guaranteed and is subject to the availability of funds. In the event that additional funding is not received, the recipient's final performance (progress) report submitted in accordance with 40 CFR 31.40 shall also address which workplan tasks were not accomplished as a result of the reduction in EPA funding.

P2. The work includes the performance of environmental measurement. A Quality Assurance Plan (QAPP) for the Washoe County District Health Department (WCDHD) for CO, O3, NOx, Sox, PM2.5, and PM10 was conditionally approved by EPA and the WCDHD on March 7, 2011. Within 120 days of grant award, the WCDHD should address all remaining concerns with its QAPP and submit it for final approval. Measurement activity may proceed under the existing conditionally approved QAPP while the revised QAPP is being prepared.

P3. The recipient shall submit mid-year and end-of-year progress reports to the EPA Project Officer. The mid-year report is due no later than 30 calendar days after the end of the 2nd Federal fiscal quarter (April 30) and the 4th Federal fiscal quarter (October 31). These reports should include brief information on each of the following areas: 1) a comparison of actual accomplishments to the outputs/outcomes established in the assistance agreement workplan for the period; 2) the reasons for slippage if established outputs/outcomes were not met; and 3) additional pertinent information, including, when appropriate, analysis and formation of cost overruns or high unit costs.

P4. EPA may terminate the assistance agreement for failure to make sufficient progress so as to reasonably ensure completion of the project within the project period, including any extensions. EPA will measure sufficient progress by examining the performance required under the workplan in conjunction with the milestone schedule, the time remaining for performance within the project.

P5. Consistent with local, state, and federal grant procurement rules, recipient shall, when feasible, purchase environmentally preferable products/services and hold conferences/meetings using environmentally preferable measures. Environmentally preferable products/services and environmentally preferable measures include those that have a lesser or reduced effect on the environment when compared with competing products, services, or measures that serve the same purpose. This comparison may consider raw material acquisition, production, manufacturing, packaging, distribution, reuse, operation, maintenance, or disposal of the product or service. In addition, environmentally preferable measures for conferences/meetings apply to large gatherings of ten or more persons.

P6. Unless the event(s) and all of its components (i.e., receptions, banquets and other activities that take place after normal business hours) are described in the approved workplan, the recipient agrees to obtain prior approval from EPA for the use of grant funds for light refreshments and/or meals served at meetings, conferences, training workshops, and outreach activities (events). The recipient must send requests for approval to the EPA Project Officer and include: (1) An estimated budget and description for the light refreshments, meals, and/or beverages to be served at the event(s); (2) A description of the purpose, agenda, location, length and timing for the event; and (3) An estimated number of participants in the event and a description of their roles.

Recipients may address questions about whether costs for light refreshments and/or meals for events are allowable to the recipient's EPA Project Officer. However, the Agency Award Official or Grant Management Officer will make final determinations on allowability. Agency policy prohibits the use of EPA funds for receptions, banquets and similar activities that take place after normal business hours unless the recipient has provided a justification that has been expressly approved by EPA's Award Official or Grants Management Officer.

Note: U.S. General Services Administration regulations define light refreshments for morning, afternoon or evening breaks to include, but not be limited to, coffee, tea, milk, juice, soft drinks, donuts, bagels, fruit, pretzels, cookies, chips, or muffins. (41 CFR 301-74.11)

-- End of Agreement --



# Washoe County Health District



Public Health  
Prevent. Promote. Protect.

## STAFF REPORT

BOARD MEETING DATE: February 28, 2013

**DATE:** February 15, 2013

**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 *ES*  
775-328-2417, [estickney@washoecounty.us](mailto:estickney@washoecounty.us)

**SUBJECT:** Approval of Notice of Subgrant Award (continuation award) from the Nevada Department of Health and Human Services, Health Division for the period January 1, 2013 through December 31, 2013 in the amount of \$99,223, for the Immunization Program Grant (IOs 10028 & 10029), and authorize the Chairman of the Board to sign.

### 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 Health District received a Notice of Subgrant Award from the Nevada Department of Health and Human Services, Health Division (NSHD), which provides for grant funding for the on-going Immunization Program, IOs 10028 & 10029. A copy of the Subgrant is attached.

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

BCC Strategic Objective supported by this item: Sustainability, including financial sustainability, sustaining our services and infrastructure, and sustainability of our natural resources.

Approval of the Subgrant Award also supports the Health District Immunization Program Mission to promote public health by reducing vaccine preventable disease through immunization, with an emphasis on collaboration and cooperation with community partners.

**AGENDA ITEM #** \_\_\_\_\_

**PREVIOUS ACTION**

The Washoe County District Board of Health retroactively approved District Health Officer approval of Amendment #1 to the Calendar Year 2012 Notice of Subgrant Award on June 28, 2012. No action has been taken this fiscal year.

**BACKGROUND**

The NSHD has received "Round 1" of funding from the Centers for Disease Control and Prevention (CDC). As such, the Notice of Subgrant Award reflects the subgrant period of January 1, 2013 through December 31, 2013, but funding of \$99,223, or approximately one-third of the anticipated funding level of \$292,556.

**FISCAL IMPACT**

No budget amendments are necessary as sufficient budget authority is available through 6/30/13.

**RECOMMENDATION**

Staff recommends that the District Board of Health approve the Notice of Subgrant Award (continuation award) from the Nevada Department of Health and Human Services, Health Division for the period January 1, 2013 through December 31, 2013 in the amount of \$99,223, for the Immunization Program Grant (IOs 10028 & 10029), and authorize the Chairman of the Board to sign.

**POSSIBLE MOTION**

Move to approve the Notice of Subgrant Award (continuation award) from the Nevada Department of Health and Human Services, Health Division for the period January 1, 2013 through December 31, 2013 in the amount of \$99,223, for the Immunization Program Grant (IOs 10028 & 10029), and authorize the Chairman of the Board to sign.

HEALTH DIVISION

(hereinafter referred to as the DIVISION)

Budget Account #: 3213  
 Category #: 20  
 GL #: 8516

NOTICE OF SUBGRANT AWARD

| <p><b>Program Name:</b><br/>                 Immunization Program<br/>                 Bureau of Child, Family &amp; Community Wellness<br/>                 Nevada State Health Division</p>  |                    | <p><b>Subgrantee Name:</b><br/>                 Washoe County Health District (WCHD)</p>   |                         |                         |                    |                |                         |   |            |              |                 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |
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| <p><b>Address:</b><br/>                 4150 Technology Way, Suite #210<br/>                 Carson City, NV 89706-2009</p>  |                    | <p><b>Address:</b><br/>                 PO Box 11130<br/>                 Reno, NV 89520</p>   |                         |                         |                    |                |                         |   |            |              |                 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |
| <p><b>Subgrant Period:</b><br/>                 1/1/2013 through 12/31/2013</p>  |                    | <p><b>Subgrantee's</b><br/> <b>EIN#:</b> 88-6000138<br/> <b>Vendor#:</b> T40283400 Q<br/> <b>Dun &amp; Bradstreet#:</b> 73786998</p> |                         |                         |                    |                |                         |   |            |              |                 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |
| <p><b>Reason for Award:</b> To eliminate cases of vaccine-preventable diseases in Washoe County by raising immunization rates.</p>   |                    |  |                         |                         |                    |                |                         |   |            |              |                 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |
| <p><b>County(ies) to be served:</b> ( ) Statewide (X) Specific county or counties: <u>Washoe County</u></p>  |                    |  |                         |                         |                    |                |                         |   |            |              |                 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |
| <p><b>Approved Budget Categories:</b></p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:25%;"></th> <th style="width:15%;">VFC Ops (01)</th> <th style="width:15%;">VFC/AFIX (04)</th> <th style="width:15%;">317 Ops (00)</th> <th style="width:15%;">Pan Flu (05)</th> <th style="width:15%;">Total Cost</th> </tr> </thead> <tbody> <tr> <td>1. Personnel</td> <td style="text-align: right;">\$56,404</td> <td></td> <td style="text-align: right;">\$36,014</td> <td></td> <td style="text-align: right;">\$92,418</td> </tr> <tr> <td>2. Travel</td> <td style="text-align: right;">\$200</td> <td></td> <td style="text-align: right;">\$2,265</td> <td></td> <td style="text-align: right;">\$2,465</td> </tr> <tr> <td>3. Operating</td> <td style="text-align: right;">\$433</td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$433</td> </tr> <tr> <td>4. Equipment</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>5. Contractual/<br/>Consultant</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>6. Training</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>7. Other</td> <td style="text-align: right;">\$3,907</td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$3,907</td> </tr> <tr> <td><b>Total Cost</b></td> <td style="text-align: right;"><b>\$60,944</b></td> <td></td> <td style="text-align: right;"><b>\$38,279</b></td> <td></td> <td style="text-align: right;"><b>\$99,223</b></td> </tr> </tbody> </table> |                    |  |                         |                         | VFC Ops (01)       | VFC/AFIX (04)  | 317 Ops (00)            | Pan Flu (05)                                  | Total Cost | 1. Personnel | \$56,404        |  | \$36,014 |  | \$92,418 | 2. Travel | \$200 |  | \$2,265 |  | \$2,465 | 3. Operating | \$433 |  |  |  | \$433 | 4. Equipment |  |  |  |  |  | 5. Contractual/<br>Consultant |  |  |  |  |  | 6. Training |  |  |  |  |  | 7. Other | \$3,907 |  |  |  | \$3,907 | <b>Total Cost</b> | <b>\$60,944</b> |  | <b>\$38,279</b> |  | <b>\$99,223</b> |
|  | VFC Ops (01)       | VFC/AFIX (04)  | 317 Ops (00)            | Pan Flu (05)            | Total Cost         |                |                         |   |            |              |                 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |
| 1. Personnel   | \$56,404           |  | \$36,014                |                         | \$92,418           |                |                         |   |            |              |                 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |
| 2. Travel  | \$200              |  | \$2,265                 |                         | \$2,465            |                |                         |   |            |              |                 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |
| 3. Operating   | \$433              |  |                         |                         | \$433              |                |                         |   |            |              |                 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |
| 4. Equipment   |                    |  |                         |                         |                    |                |                         |   |            |              |                 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |
| 5. Contractual/<br>Consultant  |                    |  |                         |                         |                    |                |                         |   |            |              |                 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |
| 6. Training  |                    |  |                         |                         |                    |                |                         |   |            |              |                 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |
| 7. Other   | \$3,907            |  |                         |                         | \$3,907            |                |                         |   |            |              |                 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |
| <b>Total Cost</b>  | <b>\$60,944</b>    |  | <b>\$38,279</b>         |                         | <b>\$99,223</b>    |                |                         |   |            |              |                 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |
| <p><b>Any categorical adjustments must be approved through the Immunization Program Manager. Written permission must be obtained and can be done via email. Categorical adjustments are capped at 10%.</b></p>   |                    |  |                         |                         |                    |                |                         |   |            |              |                 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |
| <p><b>Disbursement of funds will be as follows:</b><br/>                 Payment will be made upon receipt and acceptance of an invoice and supporting documentation specifically requesting reimbursement for actual expenditures <i>specific to this subgrant</i>. Total reimbursement will not exceed \$99,223 during the subgrant period.</p>  |                    |  |                         |                         |                    |                |                         |   |            |              |                 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |
| <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:40%;"><b>Source of Funds:</b></td> <td style="width:15%;"><b>% of Funds:</b></td> <td style="width:15%;"><b>CFDA #:</b></td> <td style="width:30%;"><b>Federal Grant #:</b></td> </tr> <tr> <td>1. Centers for Disease Control and Prevention</td> <td style="text-align: center;">100%</td> <td style="text-align: center;">93.268</td> <td style="text-align: center;">1H23IP000727-01</td> </tr> </table>  |                    |  |                         | <b>Source of Funds:</b> | <b>% of Funds:</b> | <b>CFDA #:</b> | <b>Federal Grant #:</b> | 1. Centers for Disease Control and Prevention | 100%       | 93.268       | 1H23IP000727-01 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |
| <b>Source of Funds:</b>  | <b>% of Funds:</b> | <b>CFDA #:</b>   | <b>Federal Grant #:</b> |                         |                    |                |                         |   |            |              |                 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |
| 1. Centers for Disease Control and Prevention  | 100%               | 93.268   | 1H23IP000727-01         |                         |                    |                |                         |   |            |              |                 |  |          |  |          |           |       |  |         |  |         |              |       |  |  |  |       |              |  |  |  |  |  |                               |  |  |  |  |  |             |  |  |  |  |  |          |         |  |  |  |         |                   |                 |  |                 |  |                 |



**Terms and Conditions**

In accepting these grant funds, it is understood that:

1. Expenditures must comply with appropriate state and/or federal regulations.
2. This award is subject to the availability of appropriate funds.
3. Recipient of these funds agrees to stipulations listed in Sections A, B, and C of this subgrant award.

|  | Signature          | Date   |
|--|--------------------|--------|
| Matt Smith<br>District Board of Health Chair                   |                    |        |
| Erin Seward, MPH<br>Program Manager                            | <i>Erin Seward</i> | 1/4/13 |
| Deborah A. Harris, MA, CPM<br>CFCW Bureau Chief                | <i>D.A. Harris</i> | 1/8/13 |
| Richard Whitley, MS<br>Administrator, Health Division <i>Ⓢ</i> |                    |        |

*MF  
1/9/13  
award  
4/11/13*

**HEALTH DIVISION**  
**NOTICE OF SUBGRANT AWARD**  
**SECTION A**  
**Assurances**

As a condition of receiving subgranted funds from the Nevada State Health Division, the Subgrantee agrees to the following conditions:

1. Subgrantee agrees grant funds may not be used for other than the awarded purpose. In the event Subgrantee expenditures do not comply with this condition, that portion not in compliance must be refunded to the Health Division.
2. Subgrantee agrees to submit reimbursement requests for only expenditures approved in the spending plan. Any additional expenditures beyond what is allowable based on approved categorical budget amounts, without prior written approval by the Health Division, may result in denial of reimbursement.
3. Approval of subgrant budget by the Health Division constitutes prior approval for the expenditure of funds for specified purposes included in this budget. Unless otherwise stated in the Scope of Work the transfer of funds between budgeted categories without written prior approval from the Health Division is not allowed under the terms of this subgrant. Requests to revise approved budgeted amounts must be made in writing and provide sufficient narrative detail to determine justification.
4. Recipients of subgrants are required to maintain subgrant accounting records, identifiable by subgrant number. Such records shall be maintained in accordance with the following:
  - a. Records may be destroyed not less than three years (unless otherwise stipulated) after the final report has been submitted if written approval has been requested and received from the Administrative Services Officer of the Health Division. Records may be destroyed by the Subgrantee five (5) calendar years after the final financial and narrative reports have been submitted to the Health Division.
  - b. In all cases an overriding requirement exists to retain records until resolution of any audit questions relating to individual subgrants.

Subgrant accounting records are considered to be all records relating to the expenditure and reimbursement of funds awarded under this Subgrant Award. Records required for retention include all accounting records and related original and supporting documents that substantiate costs charged to the subgrant activity.

5. Subgrantee agrees to disclose any existing or potential conflicts of interest relative to the performance of services resulting from this subgrant award. The Health Division reserves the right to disqualify any grantee on the grounds of actual or apparent conflict of interest. Any attempt to intentionally or unintentionally conceal or obfuscate a conflict of interest will automatically result in the disqualification of funding.
6. Subgrantee agrees to comply with the requirements of the Civil Rights Act of 1964, as amended, and the Rehabilitation Act of 1973, P.L. 93-112, as amended, and any relevant program-specific regulations, and shall not discriminate against any employee or offeror for employment because of race, national origin, creed, color, sex, religion, age, disability or handicap condition (including AIDS and AIDS-related conditions).
7. Subgrantee agrees to comply with the Americans with Disabilities Act of 1990 (P.L. 101-136), 42 U.S.C. 12101, as amended, and regulations adopted thereunder contained in 28 CFR 26.101-36.999 inclusive, and any relevant program-specific regulations.
8. Subgrantee agrees to comply with the requirements of the Health Insurance Portability and Accountability Act of 1996, 45 C.F.R. 160, 162 and 164, as amended. If the subgrant award includes functions or activities that involve the use or disclosure of Protected Health Information, the Subgrantee agrees to enter into a Business Associate Agreement with the Health Division, as required by 45 C.F.R 164.504 (e).

9. Subgrantee certifies, by signing this subgrant, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency. This certification is made pursuant to regulations implementing Executive Order 12549, Debarment and Suspension, 28 C.F.R. pt. 67 § 67.510, as published as pt. VII of May 26, 1988, Federal Register (pp.19150-19211). This provision shall be required of every Subgrantee receiving any payment in whole or in part from federal funds.
10. Subgrantee agrees, whether expressly prohibited by federal, state, or local law, or otherwise, that no funding associated with this subgrant will be used for any purpose associated with or related to lobbying or influencing or attempting to lobby or influence for any purpose the following:
  - a. any federal, state, county or local agency, legislature, commission, council, or board;
  - b. any federal, state, county or local legislator, commission member, council member, board member, or other elected official; or
  - c. any officer or employee of any federal, state, county or local agency, legislature, commission, council, or board.
11. Health Division subgrants are subject to inspection and audit by representatives of the Health Division, Nevada Department of Health and Human Services, the State Department of Administration, the Audit Division of the Legislative Counsel Bureau or other appropriate state or federal agencies to
  - a. verify financial transactions and determine whether funds were used in accordance with applicable laws, regulations and procedures;
  - b. ascertain whether policies, plans and procedures are being followed;
  - c. provide management with objective and systematic appraisals of financial and administrative controls, including information as to whether operations are carried out effectively, efficiently and economically; and
  - d. determine reliability of financial aspects of the conduct of the project.
12. Any audit of Subgrantee's expenditures will be performed in accordance with Generally Accepted Government Auditing Standards to determine there is proper accounting for and use of subgrant funds. It is the policy of the Health Division (as well as a federal requirement as specified in the Office of Management and Budget (OMB) Circular A-133 [Revised June 27<sup>th</sup>, 2003]) that each grantee annually expending \$500,000 or more in federal funds have an annual audit prepared by an independent auditor in accordance with the terms and requirements of the appropriate circular. **A COPY OF THE FINAL AUDIT REPORT MUST BE SENT TO THE NEVADA STATE HEALTH DIVISION, ATTN: ADMINISTRATIVE SERVICES OFFICER IV, 4150 TECHNOLOGY WAY, SUITE 300, CARSON CITY, NEVADA 89706-2009, within nine (9) months of the close of the Subgrantee's fiscal year. To ensure this requirement is met Section D of this subgrant must be filled out and signed.**

**HEALTH DIVISION  
NOTICE OF SUBGRANT AWARD  
SECTION B**

Description of services, scope of work, deliverables and reimbursement

The intent of this subgrant is to perform activities deemed effective in improving immunization coverage and to reduce hepatitis B disease among children and adults. The activities addressed in this contract are required under the federal Immunizations and Vaccines for Children Grant, CFDA 93.268, administered by the Centers for Disease Control and Prevention, and identified within the Immunization Program Operations Manual (IPOM) dated 1/1/2013 – 12/31/2017.

Funds from the CDC are received in Rounds. Therefore, this subgrant only has enough funds for four months. Subgrant will be amended with additional funds when the Nevada State Immunization Program also receives additional funds from the CDC.

Washoe County Health District (WCHD), hereinafter referred to as Subgrantee, agrees to provide the following services and reports according to the identified timeframes:

**CHAPTER A – PROGRAM STEWARDSHIP AND ACCOUNTABILITY**

**VFC SITE VISITS**

VFC site visits ensure that federally provided vaccine is stored and handled appropriately. **Please note that for every VFC site visit (if the provider practice is large enough) an AFIX assessment is also required. All county VFC/AFIX Coordinators are required to work closely with state Provider Quality Assurance Manager.**

| <b>Goal: Enhance stewardship and accountability for all publicly purchased vaccine and VFC and Section 317 funding.</b>   |  |  |
|---|--|--|
| <b>Objectives</b>   | <b>Activities</b>  | <b>Date Due By</b>   |
| <p>(IPOM A-7)<br/>By 12/31/2013, assure that VFC-enrolled providers comply with VFC Program requirements though annual compliance site visits to at least <u>75%</u> of active VFC-enrolled providers and other means as defined in the current VFC Operations Guide.</p> | <p>1) Throughout 2013, state Quality Assurance Manager and county coordinators are responsible for conducting site visits on a minimum of 75% of enrolled 317 &amp; VFC providers. State and county are responsible for their specific jurisdiction. Every month, state and county coordinators are responsible for conducting a minimum designated amount of VFC site visits. This will help coordinators meet their goal of 75%. The following are required for VFC site visits:</p> <ul style="list-style-type: none"> <li>a) Utilize the most current VFC site visit questionnaire and VFC non-compliance checklist as provided by the Nevada State Immunization Program (NSIP).</li> <li>b) Conduct VFC site visits on 100% of newly enrolled VFC providers.</li> <li>c) Conduct VFC site visits on newly enrolled VFC providers no sooner than ninety (90) days and no later than 120 days of completion of enrollment.</li> </ul> | <p>12/31/2013</p>  |
|   |  | <p><b>Documentation</b></p> <ul style="list-style-type: none"> <li>• Mid-Year &amp; End-of-Year Progress Report</li> <li>• Within 30 days of the VFC site visit submit the following documentation for site visits completed: <ul style="list-style-type: none"> <li>○ VFC Areas of Non-compliance</li> <li>○ Post visit letter</li> </ul> </li> <li>• Submit by the fifth (5<sup>th</sup>) day of each month the previous month's Co-CASA export on an FTP site as designated by the NSIP.</li> </ul> |

|  |  |  |  |
|--|--|--|--|
|  | <ul style="list-style-type: none"> <li>- Utilize the VFC site visit questionnaire and original reporting sheet to note deficiencies while conducting site visits with newly enrolled providers.</li> <li>d) Provide technical assistance and/or follow-up visits as directed by the NSIP.</li> </ul> |  |  |
|--|--|--|--|

**CHAPTER B – ASSESSING PROGRAM PERFORMANCE**

**AFIX ASSESSMENTS**

AFIX is a continuous quality improvement process that is used to improve provider practice and raise immunization coverage rates. **Please note that for every VFC site visit (if provider practice is large enough) an AFIX assessment is also required. All county VFC/AFIX Coordinators are required to work closely with state Provider Quality Assurance Manager.**

| <b>Goal: Assess program performance for program improvement.</b>  |  |                    |  |
|---|--|--------------------|--|
| <b>Objectives</b>   | <b>Activities</b>  | <b>Date Due By</b> | <b>Documentation</b>   |
| (IPOM B-3)<br>By 12/31/2013, work with VFC providers on quality improvement processes to increase coverage levels and decrease missed opportunities using AFIX components, as appropriate and move toward use of IIS as primary source of data for provider coverage level assessment by the end of the project period. | 1) Throughout 2013, state Quality Assurance Manager and county coordinators will conduct AFIX assessments on all VFC providers who immunized 10 or more children born in 2009. The following will be conducted with each AFIX visit: <ul style="list-style-type: none"> <li>a) Utilize Nevada WebIZ to conduct AFIX assessments or directly enter immunization records into the most current Co-CASA module as provided by the CDC.</li> <li>b) Generate the summary reports for the immunization series (4:3:1:3:3:1 &amp; 4:3:1:3:3:1:4) as selected by the CDC and complete "Visit Information" tab of Co-CASA.</li> <li>c) Generate the single antigen report to complete the information on the "Visit Information" tab of Co-CASA.</li> <li>d) Promote coalition reminder/recall program and NILE activities during site visits.</li> <li>e) Perform AFIX assessments for all Nevada WebIZ users in jurisdiction for the annual Silver Syringe Awards.               <ul style="list-style-type: none"> <li>- Coordinate with Nevada State Immunization Program staff to conduct an AFIX assessment on all VFC providers/users that use the Nevada WebIZ.</li> </ul> </li> </ul> | 12/31/2013         | <ul style="list-style-type: none"> <li>• Mid-Year &amp; End-of-Year Progress Report</li> <li>• Within 30 days of the VFC/AFIX site visit submit the following documentation for site visits completed:               <ul style="list-style-type: none"> <li>○ Provider AFIX feedback report (submitted after a six month follow up visit)</li> <li>○ AFIX Series Summary Reports – page 1 and Single Antigen Report</li> <li>• Submit by the fifth (5<sup>th</sup>) day of each month the previous month's Co-CASA export on an FTP site as designated by the NSIP.</li> </ul> </li> </ul> |
| (IPOM B-1d)<br>By 12/31/2013, promote evidence-based strategies.  | 1) Throughout 2013, conduct AFIX immunization assessments on WIC clients to determine up-to-date status with a focus on children 2 years of age and younger. Utilize reminder/recall feature in Nevada WebIZ.<br>Goal = increase rates by 15%.   | 12/31/2013         | Mid-Year & End-of-Year Progress Report   |

|  |  |                                     |   |
|--|--|-------------------------------------|---|
|  | <p>2) Throughout 2013, conduct 6 adolescent AFIX assessments on providers below 75% in Washoe County on 1 Tdap, 1 MCV4, 3 HPV (females only) on 13-17 years olds. Follow-ups will be conducted 6 months after the original visit. Utilize reminder/recall feature in Nevada WebIZ.<br/>Goal = increase rates by 15%.</p> <p>3) Throughout 2013, conduct AFIX immunization assessments on licensed child care centers that have enrollments of at least 15 two-year olds. Conduct at least 3 educational sessions to improve child care staffs' ability to accurately review immunization records, with appropriate use of reminder/recall feature in Nevada WebIZ, and exclusion as necessary.<br/>Goal = increase rates by 15%.</p> | <p>12/31/2013</p> <p>12/31/2013</p> | <p>Mid-Year &amp; End-of-Year Progress Report</p> <p>Mid-Year &amp; End-of-Year Progress Report</p> |
|--|--|-------------------------------------|---|

**CHAPTER C – ASSESSING ACCESS TO VACCINATIONS**

**PERINATAL HEPATITIS B PREVENTION**

Based on the success of past endeavors of Hepatitis B disease reduction among both children and adults, the CDC seeks to eliminate Hepatitis B virus transmission in the United States. However this goal cannot be achieved without the assistance from the immunization grantees, especially the Perinatal Hepatitis B prevention coordinators. **All county Perinatal Hepatitis B Coordinators are required to work closely with the state Perinatal Hepatitis B Coordinator.**

**All jurisdictions are required to use the Perinatal Hepatitis B Module within Nevada WebIZ to conduct case management activities for all infants born to HBsAg positive mothers. Case, infant and contact information including serology, HBIG and hepatitis B vaccination dates must be documented in this module.**

**The annual Perinatal Hepatitis B Prevention Assessment is due to Doug Banghart no later than March 1, 2013.**

|  |   |
|--|---|
| <p><b>Goal:</b> Work with partners, as appropriate, to assure coordination of the following activities in order to prevent perinatal hepatitis B transmission.</p> |   |
| <p><b>Objectives</b><br/>(IPOM C-5a)<br/>By 12/31/2013, identify HBsAg-positive pregnant women.</p>  | <p><b>Activities</b></p> <ol style="list-style-type: none"> <li>Throughout 2013, educate prenatal, postpartum, and pediatric providers on the importance of screening all women during every pregnancy for HBsAg.</li> <li>Throughout 2013, improve mechanisms to identify women who are HBsAg-positive and pregnant.</li> <li>Throughout 2013, identify household and sexual contacts. Offer testing and Hepatitis B vaccination.</li> </ol> |
|  | <p><b>Date Due By</b><br/>12/31/2013<br/>12/31/2013<br/>12/31/2013</p>  |
|  | <p><b>Documentation</b><br/>Mid-Year &amp; End-of-Year Progress Report<br/>Mid-Year &amp; End-of-Year Progress Report<br/>Mid-Year &amp; End-of-Year Progress Report</p>  |

|   |  |                   |   |
|---|--|-------------------|---|
| <p>(IPOM C-5b)<br/>By 12/31/2013, prophylax newborns with hepatitis B vaccine and HBIG.</p> | <p>1) Throughout 2013, provide technical assistance to each birthing hospital to establish mechanisms to confirm women's HBsAg status at time of delivery and, if a woman presents for delivery without documentation or HBsAg status is unknown, establish policies or mechanisms to immediately test for HBsAg status.</p>   | <p>12/31/2013</p> | <p>Mid-Year &amp; End-of-Year Progress Report</p> |
|   | <p>2) Throughout 2013, if mother is HBsAg-positive, establish policies or mechanisms to administer hepatitis B vaccine and HBIG to infant within 12 hours of birth. If HBsAg status is unknown at birth, administer hepatitis B vaccine to infant within 12 hours of birth. Provide technical assistance to each birthing hospital to establish policies or mechanisms to administer HBIG to infant as soon as HBsAg-positive status is confirmed, but no later than one week after birth.</p> | <p>12/31/2013</p> | <p>Mid-Year &amp; End-of-Year Progress Report</p> |
|   | <p>3) Throughout 2013, review mechanisms for birthing hospitals to routinely provide documentation of date and time of HBIG and hepatitis B vaccine administration to exposed newborn to the infant's identified health care provider and the Perinatal Hepatitis B Prevention Program.</p>  | <p>12/31/2013</p> | <p>Mid-Year &amp; End-of-Year Progress Report</p> |
|   | <p>4) Throughout 2013, review policies and mechanisms to have birthing hospitals routinely provide documentation of date/time and type of post-exposure prophylaxis administered to infants born to women with unknown HBsAg status to the newborn's pediatrician and the county Perinatal Hepatitis B Prevention Program and to provide results of HBsAg screening to program when results become available.</p>  | <p>12/31/2013</p> | <p>Mid-Year &amp; End-of-Year Progress Report</p> |
|   | <p>5) Throughout 2013, provide technical assistance to each birthing hospital to develop policies or procedures for administering the first dose of hepatitis B vaccine to all infants born to HBsAg-negative women before hospital discharge or, for infants weighing less than 2,000 grams, at one month or hospital discharge, whichever comes first.</p>   | <p>12/31/2013</p> | <p>Mid-Year &amp; End-of-Year Progress Report</p> |
| <p>(IPOM C-5c)<br/>By 12/31/2013, increase timely completion of doses two and three.</p>    | <p>1) Throughout 2013, review and improve mechanisms and implement remind/recall of infants enrolled in the Perinatal Hepatitis B Prevention Program so that they receive all required vaccine doses of the hepatitis B vaccine series on schedule.</p>  | <p>12/31/2013</p> | <p>Mid-Year &amp; End-of-Year Progress Report</p> |
|   | <p>2) Throughout 2013, review and improve protocols to actively follow up with families that do not receive the full hepatitis B vaccine series according to the most current ACIP-recommended childhood immunization schedule.</p>  | <p>12/31/2013</p> | <p>Mid-Year &amp; End-of-Year Progress Report</p> |

|   |  |  |   |
|---|--|--|---|
|   | <p>3) Throughout 2013, review and improve mechanisms to ensure that the Perinatal Hepatitis B Prevention Program receives documentation of administration data (mm/dd/yyyy) for all hepatitis B vaccine doses administered to identified infants born to HBsAg-positive women.</p>   | 12/31/2013   | Mid-Year & End-of-Year Progress Report  |
| <p>(IPOM C-5d)<br/>By 12/31/2013, increase post-vaccination serology.</p> | <p>1) Throughout 2013, identify contributing factors that prevent infants from obtaining post-vaccination serologic testing (PVST) within the ACIP-recommended testing and time frame.</p> <p>2) Throughout 2013, develop and implement action plan by 6/30/2013 to reduce or eliminate identified factors within the program's control that prevent infants from obtaining timely PVST. Provide a copy of the action plan to the State Perinatal Hepatitis B Coordinator by 6/13/2013.</p> <p>3) Throughout 2013, identify, contact, and collaborate with other entities that may be able to reduce or eliminate identified factors outside program control that prevent infants from obtaining timely and appropriate PVST.</p> <p>4) Throughout 2013, develop and implement mechanisms that remind/recall infants enrolled in the Perinatal Hepatitis B Prevention Program to receive PVST when due.</p> <p>5) Throughout 2013, review and improve protocols that actively follow up with families of infants that do not obtain PVST according to the ACIP recommendations.</p> <p>6) Throughout 2013, review and improve protocols to close infants to Perinatal Hepatitis B Prevention Program services with PVST results that report the infants are protected against hepatitis B infection.</p> <p>7) Throughout 2013, review and improve protocols to actively follow-up with families of infants with PVST results that indicate infants remain susceptible to hepatitis B infection to revaccinate infant with 2<sup>nd</sup> hepatitis B vaccine series and receive PVST after the completion of the 2<sup>nd</sup> hepatitis B vaccine series.</p> <p>8) Throughout 2013, review and improve mechanisms to obtain and document date of infant's PVST and results from appropriate sources (i.e., family, lab, health care provider, etc.).</p> | <p>12/31/2013</p> <p>6/30/2013</p> <p>12/31/2013</p> <p>12/31/2013</p> <p>12/31/2013</p> <p>12/31/2013</p> <p>12/31/2013</p> <p>12/31/2013</p> | <p>Mid-Year &amp; End-of-Year Progress Report</p> <p>Mid-Year &amp; End-of-Year Progress Report</p> <p>Mid-Year &amp; End-of-Year Progress Report</p> <ul style="list-style-type: none"> <li>• Copy of action plan</li> </ul> <p>Mid-Year &amp; End-of-Year Progress Report</p> <p>Mid-Year &amp; End-of-Year Progress Report</p> <p>Mid-Year &amp; End-of-Year Progress Report</p> <p>Mid-Year &amp; End-of-Year Progress Report</p> <p>Mid-Year &amp; End-of-Year Progress Report</p> <p>Mid-Year &amp; End-of-Year Progress Report</p> |



- Identify the source of funding on all printed documents purchased or produced within the scope of this subgrant, using a statement similar to: "This publication (journal, article, etc.) was supported by the Nevada State Health Division through Grant Number 1H23IP000727-01 from the Centers for Disease Control and Prevention. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Nevada State Health Division nor the Centers for Disease Control and Prevention."
- Any activities performed under this subgrant shall acknowledge the funding was provided through the State Health Division by Grant Number 1H23IP000727-01 from the Centers for Disease Control and Prevention.
- When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all awardees receiving Federal funds, including and not limited to State and local governments and recipients of Federal research grants, shall clearly state (1) the percentage of the total costs of the program or project which will be financed with Federal money, (2) the dollar amount of Federal funds for the project or program, and (3) percentage and dollar amount of the total costs of the project or program that will be financed by nongovernmental sources.

**The following individuals agree to this Scope of Work:**

*Erin Seward*

Erin Seward, MPH  
Nevada Immunization Program Manager

*1/4/13*

Date

Candy Hunter, RN, PHN, M.Ed.  
CCHHS Director

Date

**Subgrantee agrees to adhere to the following budget (1/3 of anticipated budget):**

|                                    | VFC Ops (01)    | VFC/AFIX (04) | 317 Ops (00)    | Pan Flu (05) | Total Cost      |
|------------------------------------|-----------------|---------------|-----------------|--------------|-----------------|
| <b>Personnel</b>                   | <b>\$56,404</b> |               | <b>\$36,014</b> |              | <b>\$92,418</b> |
| VFC/AFIX Site Visits               | 56,404          |               |                 |              |                 |
| Peri Hep B                         |                 |               | 1,662           |              |                 |
| Adolescent AFIX                    |                 |               | 9,677           |              |                 |
| WIC                                |                 |               | 12,513          |              |                 |
| Child Care Centers                 |                 |               | 12,162          |              |                 |
| <b>Travel</b>                      | <b>\$200</b>    |               | <b>\$2,265</b>  |              | <b>\$2,465</b>  |
| VFC/AFIX Site Visits               | 200             |               |                 |              |                 |
| Adolescent AFIX                    |                 |               | 66              |              |                 |
| Child Care Centers                 |                 |               | 66              |              |                 |
| NIC & State IZ Conf                |                 |               | 2,133           |              |                 |
| <b>Operating</b>                   | <b>\$433</b>    |               |                 |              | <b>\$433</b>    |
| VFC/AFIX Site Visits               | 433             |               |                 |              |                 |
| <b>Equipment</b>                   |                 |               |                 |              |                 |
| <b>Contractual/<br/>Consultant</b> |                 |               |                 |              |                 |
| <b>Training</b>                    |                 |               |                 |              |                 |
| <b>Other</b>                       | <b>\$3,907</b>  |               |                 |              | <b>\$3,907</b>  |
| VFC/AFIX Site Visits               | 3,907           |               |                 |              |                 |
| <b>Total Cost</b>                  | <b>\$60,944</b> |               | <b>\$38,279</b> |              | <b>\$99,223</b> |

**The following activities will be paid for out of the following sub-orgs:**

| ACTIVITIES                          | VFC Ops (01) | VFC/AFIX (04) | 317 Ops (00) | Pan Flu (05) |
|-------------------------------------|--------------|---------------|--------------|--------------|
| VFC/AFIX Site Visits                | X            |               |              |              |
| Perinatal Hepatitis B               |              |               | X            |              |
| Adolescent AFIX                     |              |               | X            |              |
| WIC                                 |              |               | X            |              |
| Child Care Centers                  |              |               | X            |              |
| Travel to NIC & State IZ Conference |              |               | X            |              |

- Funds are awarded to the Nevada State Immunization Program throughout the year in ROUNDS from the CDC. Therefore subgrants will be amended with additional funds when further rounds are received from the CDC.
- Any categorical adjustments must be approved through the State Immunization Program Manager. Written permission must be obtained and can be done via email.
- Equipment purchased with these funds belongs to the federal program from which this funding was appropriated and shall be returned to the program upon termination of this agreement.
- Travel expenses, per diem, and other related expenses must conform to the procedures and rates allowed for State officers and employees. It is the Policy of the Board of Examiners to restrict contractors/Subgrantees to the same rates and procedures allowed State Employees. The State of Nevada reimburses at rates comparable to the rates established by the US General Services Administration, with some exceptions (State Administrative Manual 0200.0 and 0320.0). Rates can be found at [www.gsa.gov](http://www.gsa.gov).
- Costs associated with food or meals are NOT permitted unless included with per diem as a part of official travel. Meals cannot be claimed within 50 miles of the official workstation.

**Subgrantee agrees to request reimbursement according to the schedule specified below for the actual expenses incurred related to the Scope of Work during the subgrant period.**

- Nevada State Immunization Program must receive Requests for Reimbursement no later than the thirtieth (30<sup>th</sup>) day of each month for the prior month's actual expenses.
- The maximum available through this subgrant is \$99,223.
- Requests for Reimbursement will be accompanied by supporting documentation, including a line item description of expenses incurred.
- Reimbursements will not be processed without all **mandatory reporting documents** such as:
  - a. Request for Reimbursement Form
  - b. Reimbursement Worksheet
  - c. Receipts for supplies, travel, equipment, and other items purchased. *Only allowable purchases per the 2013-2017 Immunization Program Operations Manual (IPOM) will be accepted for reimbursement. Any unallowable items purchased will not be reimbursed.* IPOM can be found at [www.cdc.gov/vaccines/vac-gen/policies/ipom/default.htm](http://www.cdc.gov/vaccines/vac-gen/policies/ipom/default.htm).
- Reimbursement is based on actual expenditures incurred during the period being reported. The Reimbursement Worksheet supplied should be used to tabulate and summarize the expenses by grant category and should be submitted with the other documents as described below.
- Submit one hard copy via postal mail of your original, signed Request for Reimbursement, Reimbursement Worksheet and copies of receipts.
- Mid-Year and End-of-Year Progress Reports are required and must be submitted to state Immunization Program Manager via email. Any additional items that are required for documentation (flyers, reports, etc.) may be submitted via email or postal mail. Mid-Year Progress Report is due no later than 7/12/2013. End-of-Year Progress Report is due no later than 2/14/2014. This does not need to be a large narrative. Please see attached template.
- Monthly submission of CoCASA data is due the fifteenth (15<sup>th</sup>) day of each month for the prior month. In addition, Areas of Noncompliance paperwork should be submitted within 30 days of the VFC site visit. Please submit the originals to the state Provider Quality Assurance Manager via postal mail.
- Reimbursement will not be processed without all reporting being current.
- Reimbursement will only be claimed for expenditures approved within the Notice of Subgrant Award.
- Additional expenditure detail will be provided upon request from the Division.

**Additionally, the Subgrantee agrees to provide:**

- A complete financial accounting of all expenditures to the Health Division within 30 days of the CLOSE OF THE SUBGRANT PERIOD. Any un-obligated funds shall be returned to the Health Division at that time, or if not already requested, shall be deducted from the final award.

**The Nevada State Health Division agrees:**

- To provide technical assistance to subgrantee, upon request.
- Reimburse subgrantees for Scope of Work accomplished per subgrant upon proper documentation from subgrantee.
- Submit reimbursement request to Nevada State Health Division's Fiscal Services within five business days but only upon receipt of all mandatory reporting documents.
- The Health Division reserves the right to hold reimbursement under this subgrant until any delinquent forms, reports, and expenditure documentation are submitted to and accepted by the Health Division.

**Both parties agree:**

The Subgrantee will, in the performance of the Scope of Work specified in this subgrant, perform functions and/or activities that involve the use and/or disclosure of Protected Health Information (PHI); therefore, the Subgrantee is considered a Business Associate of the Health Division.

- Both parties acknowledge a Business Associate Agreement is currently on file with the Nevada State Health Division's Administration Office.

All reports of expenditures and requests for reimbursement processed by the Health Division are SUBJECT TO AUDIT.

This subgrant agreement may be TERMINATED by either party prior to the date set forth on the Notice of Subgrant Award, provided the termination shall not be effective until 30 days after a party has served written notice upon the other party. This agreement may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Agreement shall be terminated immediately if for any reason the Health Division, state, and/or federal funding ability to satisfy this Agreement is withdrawn, limited, or impaired.

**HEALTH DIVISION**  
**NOTICE OF SUBGRANT AWARD**  
**SECTION C**  
Financial Reporting Requirements

- ❖ A Request for Reimbursement is due on a **monthly or quarterly** basis, based on the terms of the subgrant agreement, no later than the 30<sup>th</sup> of the month.
- ❖ Reimbursement is based on **actual** expenditures incurred during the period being reported.
- ❖ Payment will not be processed without all reporting being current.
- ❖ Reimbursement may only be claimed for expenditures approved within the Notice of Subgrant Award.

Provide the following information on the top portion of the form: Subgrantee name and address where the check is to be sent, Health Division (subgrant) number, Bureau program number, draw number, employer I.D. number (EIN) and Vendor number.

An explanation of the form is provided below.

- A. Approved Budget:** List the approved budget amounts in this column by category.
- B. Total Prior Requests:** List the **total** expenditures for all previous reimbursement periods in this column, for each category, by entering the numbers found on Lines 1-8, Column D on the **previous** Request for Reimbursement/Advance Form. If this is the first request for the subgrant period, the amount in this column equals zero.
- C. Current Request:** List the **current** expenditures requested at this time for reimbursement in the column, for each category.
- D. Year to Date Total:** Add Column B and Column C for each category.
- E. Budget Balance:** Subtract Column D for Column A for each category.
- F. Percent Expended:** Divide Column D by Column A for each category and total. Monitor this column; it will help to determine if/when an amendment is necessary. Amendments **MUST** be completed (including all approving signatures) 30 days **prior** to the end of the subgrant period.

**\*An Expenditure Report/Backup that summarizes, by expenditure GL, the amounts being claimed in column 'C' is required.**

**HEALTH DIVISION  
NOTICE OF SUBGRANT AWARD  
SECTION D**

**NEVADA STATE HEALTH DIVISION  
AUDIT INFORMATION REQUEST**

1. Non-Federal entities that expend \$500,000.00 or more in total Federal Awards are required to have a single or program-specific audit conducted for that year, in accordance with *OMB Circular A-133*. A COPY OF THE FINAL AUDIT REPORT MUST BE SENT TO THE NEVADA STATE HEALTH DIVISION, ATTN: ADMINISTRATIVE SERVICES OFFICER IV, 4150 TECHNOLOGY WAY, SUITE 300, CARSON CITY, NEVADA 89706-2009, within nine (9) months of the close of your fiscal year.
  
2. Did your organization expend \$500,000.00 or more in all Federal Awards during your most recent fiscal year? YES \_\_\_\_ NO \_\_\_\_
  
3. When does your fiscal year end? \_\_\_\_\_
  
4. How often is your organization audited? \_\_\_\_\_
  
5. When was your last audit performed? \_\_\_\_\_
  
6. What time period did it cover? \_\_\_\_\_
  
7. Which accounting firm conducted the audit? \_\_\_\_\_

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SIGNATURE

TITLE

DATE



# Washoe County Health District



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

## STAFF REPORT BOARD MEETING DATE: 2/28/13

**DATE:** February 15, 2013

**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) *ES*

**SUBJECT: Ratification of Interlocal Agreement between the Washoe County Health District (WCHD) and the Board of Regents of the Nevada System of Higher Education on Behalf of the University of Nevada Cooperative Extension to utilize WCHD facilities for the “All 4 Kids©: Resiliency in the Obesogenic Environment” research project for the period upon approval by all parties through June 30, 2013, unless extended by the mutual agreement of the Parties; in no event shall this agreement extend beyond June 30, 2018; 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. A copy of the Interlocal Agreement is attached.

**District Board of Health strategic priority:** Be assured that mandates are met and needed services are delivered.

BCC Strategic Objective supported by this item: Achieving long term financial sustainability (County budget, resources, etc.)

### PREVIOUS ACTION

The District Board of Health ratified an Interlocal Agreement between the Washoe County Health District and the Board of Regents of the Nevada System of Higher Education on Behalf of the University of Nevada Cooperative Extension to utilize WCHD facilities for the “All 4 Kids©: Resiliency in the Obesogenic Environment” research project for the period upon approval by all parties through June 30, 2013 on December 20, 2012.

AGENDA ITEM # \_\_\_\_\_

The Board of Regents did not approve the Agreement and requested the following revisions:

- 1) Requested limit on extensions to no more than 5 years.
- 2) Added language where Washoe County Health District holds harmless the University of Nevada – Reno.

### **BACKGROUND**

In September 2012, faculty from the University of Nevada, Reno – Cooperative Extension department contacted the Women, Infants, and Children (WIC) program manager to identify an opportunity to partner on the “All 4 Kids©: Resiliency in an Obesogenic Environment” research project.

This is a multi-state project researching obesity with Nevada (specifically UNR) taking the lead. The project has received approval from the University of Nevada, Reno’s Institutional Review Board. English-speaking mothers of a child aged 3-10 who is currently not pregnant that volunteer will be interviewed and asked a series of questions. The interview will be administered solely by UNR research staff, consists of approximately 300 questions, and is typically 30-45 minutes though some may last a little longer and include questions about play behavior, eating behaviors, and general family life (parenting styles, routines, and economics). Mothers may refuse to answer any of the questions. As part of the interview, the researcher will measure the height and weight of the mother and child (where available). No invasive procedures will be conducted on any human subjects. In exchange for completing the interview, the mother will receive \$35 worth of educational incentives (a Dr. Seuss book, jump ropes, and produce bags). The interviews are confidential and tracked via an identification number and analyzed as part of the whole not individually. UNR’s goal is to complete 100-150 subject interviews over the next several months.

Attached are flyers that will be posted and provided to certifying WIC staff to share with clients who want to take it with them.

Upon request of the Board of Regents, revisions pertaining to the indemnification language and term of the agreement were made. The revised Interlocal Agreement has been reviewed and approved by the Washoe County Risk Manager and Deputy District Attorney.

### **FISCAL IMPACT**

Should the Board approve this item, there will be no additional fiscal impact to the adopted FY 13 budget.

### **RECOMMENDATION**

Staff recommends ratification of Interlocal Agreement between the Washoe County Health District (WCHD) and the Board of Regents of the Nevada System of Higher



Education on Behalf of the University of Nevada Cooperative Extension to utilize WCHD facilities for the “All 4 Kids©: Resiliency in the Obesogenic Environment” research project for the period upon approval by all parties through June 30, 2013, unless extended by the mutual agreement of the Parties; in no event shall this agreement extend beyond June 30, 2018; and if approved, authorize the Chairman to execute.

**POSSIBLE MOTION**

Move to ratify the Interlocal Agreement between the Washoe County Health District (WCHD) and the Board of Regents of the Nevada System of Higher Education on Behalf of the University of Nevada Cooperative Extension to utilize WCHD facilities for the “All 4 Kids©: Resiliency in the Obesogenic Environment” research project for the period upon approval by all parties through June 30, 2013, unless extended by the mutual agreement of the Parties; in no event shall this agreement extend beyond June 30, 2018; and if approved, authorize the Chairman to execute.

Do you speak English?

Do you have at least one child aged 3-10?

Are you currently NOT pregnant?

If yes...

The *How Families Eat and Play* Team would like to invite you to participate in a research study.

To participate in the study, you will be asked to complete a one-time, 30-45 minute interview here at the WIC Office. You will be asked questions about your child's eating and play behavior as well as general family life. As part of the interview, we will measure your height and weight as well as that of your child (if they are available).

Participants will be given \$35 worth of educational incentives including a Dr. Seuss book, produce green bags, and a jump



If you are interested,

please talk to your WIC staff

for more information!



University of Nevada  
Cooperative Extension

A Contract Between Washoe County Health District  
Acting By and Through Its  
HEALTH DEPARTMENT  
(hereinafter referred to as the WCHD)  
P.O. BOX 11130  
Reno, Nevada 89520

And

BOARD OF REGENTS OF THE NEVADA SYSTEM OF HIGHER EDUCATION  
On behalf of the University of Nevada Cooperative Extension  
(hereinafter referred to as University)  
University of Nevada, Reno  
Reno, Nevada 89557

WHEREAS, the University desires to have access to community and clinical public health opportunities for a research project; and

WHEREAS, the WCHD conducts several community and clinical public health programs which would be enhanced by the services of the University research; and

WHEREAS, it is deemed that the services hereinafter set forth are both necessary and in the best interests of the parties;

NOW, THEREFORE, in consideration of the aforesaid premises, the parties mutually agree as follows:

**CONTRACT TERM.** This Contract shall be effective upon approval of the University and the Washoe County Health District, through June 30, 2013, unless extended by the mutual agreement of the Parties for the "All 4 Kids©: Resiliency in an Obesogenic Environment" research project. In no event shall this agreement extend beyond June 30, 2018.

**TERMINATION.** This Contract may be terminated by either party prior to the date set forth in paragraph (1), 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 County, State and/or Federal funding ability to satisfy this Contract is withdrawn, limited, or impaired. This Contract may also be renegotiated in the event of a reduction in the anticipated County, State, or Federal funding revenue required to satisfy this Contract.

**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, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address set forth above.

**INCORPORATED DOCUMENTS.** The parties agree that the services to be performed shall be specifically described; this Contract incorporates the following attachments:

ATTACHMENT A: SCOPE OF RESEARCH PROJECT (See Attachment A)

ATTACHMENT B: WASHOE COUNTY DISTRICT HEALTH DEPARTMENT VACCINE AND TB SCREENING REQUIREMENTS (See Attachment B)

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 a prevailing party reasonable attorneys' fees and costs.

LIMITED LIABILITY. The parties will not waive and intends 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 354.626.

#### INDEMNIFICATION

To the extent limited in accordance with NRS 41.0305 to NRS 41.039, the University shall indemnify, defend and hold harmless WCHD from and against any and all liabilities, claims, losses, lawsuits, judgments, and/or expenses, including attorney fees, arising either directly or indirectly from any act or failure to act by the University or any of its officers or employees, which may occur during or which may arise out of the performance of this Agreement. The University will assert the defense of sovereign immunity as appropriate in all cases, including malpractice and indemnity actions. The University's indemnify obligation for actions sounding tort is limited in accordance with the provisions of NRS 41.035 to \$100,000 per cause of action.

To the extent limited in accordance with NRS 41.0305 to NRS 41.039, the WCHD shall indemnify, defend and hold harmless the University from and against any and all liabilities, claims, losses, lawsuits, judgments, and/or expenses, including attorney fees, arising either directly or indirectly from any act or failure to act by the WCHD or any of its officers or employees, which may occur during or which may arise out of the performance of this Agreement. The WCHD's indemnify obligation for actions sounding tort is limited in accordance with the provisions of NRS 41.035 to \$100,000 per cause of action.

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.

HIPAA. As covered entities, the parties acknowledge the applicability of the Health Insurance Portability and Accountability Act of 1996, P.L. 104-191 ("HIPAA") to any covered functions, which may be performed pursuant to this Agreement.

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.

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 nonenforceability of such provision shall not be held to render any other provision or provisions of this Contract unenforceable.

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.

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 a common law balancing of interests.

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 or otherwise required by this Contract.

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 service set forth in this agreement.

GOVERNING LAW; JURISDICTION. 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 Washoe County, Nevada district courts for enforcement of this Contract.

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 Washoe County's legal advisor.

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

APPROVED BY BOARD OF HEALTH

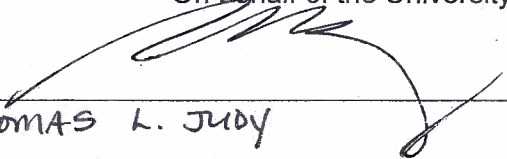
\_\_\_\_\_  
Washoe County Board of Health

On \_\_\_\_\_ Date \_\_\_\_\_ Chairman \_\_\_\_\_ Title \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
On \_\_\_\_\_ Date \_\_\_\_\_

For the BOARD OF REGENTS OF THE NEVADA SYSTEM OF HIGHER EDUCATION  
On behalf of the University of Nevada Cooperative Extension

  
THOMAS L. JUDY

On 1/14/2013 Date \_\_\_\_\_ Title ASSOC. V.P., BUSINESS & FINANCE

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On

ATTACHMENT A  
SCOPE OF RESEARCH PROJECT  
("All 4 Kids©: Resiliency in an Obesogenic Environment")  
COOPERATIVE EXTENSION

**Responsibilities of the Parties**

1. The parties agree to jointly plan for the utilization of the WCHD's facilities for research projects as part of preparation of public health and other related professionals. The maximum number of research staff and the specific period shall be jointly determined after consideration of the District's facilities and adequacy, extent and variety of research experiences available.
2. Both parties agree that research staff are not considered employees of the Washoe County Health District under this Agreement and therefore waive any and all claims to benefits otherwise provided to employees of the County, including, but not limited to any personal, liability or worker's compensation insurance from the County.

**Responsibilities of the University**

1. University shall maintain oversight of research staff participating in research opportunities through WCHD programs.
2. University shall ensure that all research staff carry and have evidence of adequate group medical insurance prior to the participation in any research project at the WCHD.
3. University shall ensure that vaccine and TB screening requirements have been met for all research staff prior to the beginning of a research project on site at the WCHD based on individual research activities/placement. The requirements for each research staff are contained in Attachment B: WASHOE COUNTY HEALTH DISTRICT VACCINE AND TB SCREENING REQUIREMENTS FOR STUDENTS/INTERNS/RESIDENTS.
4. University shall comply with all applicable laws, ordinances and regulations of governmental entities having jurisdiction over matters which are the subject of this Agreement. Further, pursuant to NRS Chapter 239B, University shall require background checks for research team personnel participating in the activities covered by this Agreement. The University will pay any cost associated with the background investigation. The results of these background checks which shall be made available to WCHD may result in removal of a participant from the program, at WCHD's discretion, or termination of this Agreement.
5. University shall immediately upon notice remove any research staff or faculty from WCHD program under this Agreement whom WCHD determines, in its reasonable discretion, imposes an unreasonable risk of harm to personnel, clients, property or to him/herself, or who violates WCHD policies, regulations or procedures despite warning.
6. Jenna Hayes or Madeleine Sigman-Grant will be the liaison officers and the principal contacts between WCHD and University for purposes of administration of this Agreement.

7. University agrees to comply with all aspects of the Code of Federal Regulations, Title 45 Public Welfare; Department of Health and Human Services; Part 46 Protection of Human Subjects.
8. Provide posters (one-page, preferably color, including participation incentives) and "take aways" for potential participants explaining the project and inviting participation with University contract information.
9. Allow WIC participants who want information or choose to participate in the project to do after their WIC Services or appointment.
10. Provide reception of potential participants, and explanation of the project, answer questions, and check-in of survey participants.
11. Recruit all participants, conduct all surveys, and perform heights and weights using n portable equipment brought in.
12. Provide any needed copies of immunizations records, TB test results, fingerprinting, etc. required by District Health prior to interactions with the public on premises.
13. Provide a summary report of a subset of the data, in other words the data provided by WIC subjects, for describing Washoe County Health District participants in terms of parenting styles, feeding styles, impact of economic strain, and use of routines (family meals, holidays, etc.). The report will include percentages in all of the categories for each of the measures for each of the WIC clinics surveyed and will be available in 2014 or early 2015.
14. Not interfere with operations of the WIC clinic nor activities of Washoe County Health District outside of what is specifically agreed upon.

### **Responsibilities of the WCHD**

1. WCHD shall have sole responsibility for establishing the policies, regulations and procedures applicable to its operations and activities. It shall notify University of all policies, regulations and procedures that it expects University's personnel and research staff to adhere to while on WCHD premises or conducting activities in WCHD facilities. WCHD may notify University personnel and research staff directly without prior notice to University of policies, regulations and procedures if circumstances prohibit such prior notice.
2. WCHD shall maintain its facilities that are open to University personnel and research staff in compliance with applicable local, state and federal laws and regulations and accreditation requirements, if any.
3. WCHD will provide physical facilities as necessary to the administration of this Agreement and to the conduct of the research experiences conducted under the auspices of this Agreement, within the limits of the District.
4. WCHD administration and personnel recognize their responsibility to maintain a research environment of high quality in which sound research projects can occur.



5. WCHD will provide research opportunities for research staff within the limits of WCHD. The emphasis shall be on research rather than services without disruption of usual WCHD activities.
6. WCHD shall appoint a liaison officer and notify University of same. Such officer shall be the principal contact between WCHD and University for purposes of administration of this Agreement.
7. WCHD may remove and restrict from entry upon its premises University personnel, research staff who it determines, in its reasonable discretion, impose an unreasonable risk of harm to WCHD personnel, clients, property of him/herself, or who violates WCHD policies, regulations or procedures despite warning. WCHD shall exercise reasonable efforts under the circumstances to notify University of its intent to remove or restrict prior to taking action and shall notify University as soon thereafter as is reasonable.
8. Will post posters and "take aways" provided by University at each WIC site reception area and give same to certifying WIC staff to share with clients who want to take it with them.
9. Allow University project staff access to WIC clients on Thursday and Fridays at the Ninth St. location and any week day at the South Reno location by mutual agreement of dates and times.
10. Allow the University staff person to utilize a clip board and existing seating in the WIC reception area to provide information to potential participants, answer questions, and make appointments for interviews for the project.
11. Provide space inside the WIC office area for the project staff to interview clients.
12. Allow University project staff the opportunity to recruit participants for one to two minutes at the end of scheduled WIC nutrition education classes.
13. Not provide reception services for the University project or any explanation of the project nor check-in survey participants.
14. Not provide any translation services to the project.

WCHD personnel shall not be obligated to participate in the research experiences of research staff referred to WCHD hereunder except to the extent agreed between University and WCHD. To the extent WCHD personnel are engaged in the supervision of research staff experiences they shall adhere to the research experience requirements established under the authority of this Agreement and shall make such reports and provide such information specified therein.

### **Scheduling and Tracking Research Staff Placements**

The University shall select, in consultation with the District, research experiences to which the research staff will be assigned from among those research opportunities made available by the WCHD. The University and the WCHD shall mutually determine dates and times for the use of these facilities by such research staff. (This research is faculty research only and is not associated with any University course.)

## **Communication between School and District Program Staff**

School and the District have appointed the following principal contacts for all communications in connection with this Exhibit:

### Contact for the Health District

Joseph P. Iser, MD, DrPH, MSc  
District Health Officer  
Administrative Health Services  
PO Box 11130  
Reno, NV 89520  
775-328-2416  
Email address: [jiser@washoecounty.us](mailto:jiser@washoecounty.us)

### Contact for Cooperative Extension

Jenna T. Hayes, M.S.  
Cooperative Extension  
  
University of Nevada, Reno  
1664 N. Virginia St, MS 0281  
Reno, NV 89557

ATTACHMENT B

WAHSOE COUNTY HEALTH DISTRICT  
 VACCINE AND TB SCREENING REQUIREMENTS\* FOR  
 RESEARCH STAFF

|                       | <b>9<sup>th</sup> Street and Off-site Clinical Areas</b>   | <b>9<sup>th</sup> Street Non-Clinical Areas</b>  | <b>Off-site Non-Clinical Areas</b>                 |
|-----------------------|--|--|--|
| MMR                   | Required (1 dose or immunity to Measles, Mumps and Rubella if born before 1957, 2 doses if born during or after 1957)                              | Required (1 dose or immunity to Measles, Mumps and Rubella if born before 1957, 2 doses if born during or after 1957)                              | Recommended (2 doses if born during or after 1956) |
| Tdap                  | Required if 2 or more years since last Td booster  | 2007 – Recommend for next Tetanus booster  | 2007 – Recommend for next Tetanus booster          |
| Varicella             | Required (vaccine or history of chicken pox)   | Recommended  | Recommended  |
| Influenza             | Required during October – March  | Recommended  | Recommended  |
| Approved TB Screening | Required (for example Quantiferon within 30 days prior to rotation or 2-step TST with second TST placed and read within 30 days prior to rotation) | Required (for example Quantiferon within 30 days prior to rotation or 2-step TST with second TST placed and read within 30 days prior to rotation) | N/A  |
| Hepatitis B           | If possible human blood exposure during rotation   | If possible human blood exposure during rotation   | If possible human blood exposure during rotation   |

\* Requirements are based on staff activities and location.



# Washoe County Health District



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

## STAFF REPORT

BOARD MEETING DATE: 2/28/13

**DATE:** February 15, 2013

**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)

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

**SUBJECT:** Recommend approval of donation of one 50 gallon tank with boom to the Churchill County Mosquito Vector and Weed Control District with a current market value estimated at \$200.00.

### SUMMARY

Pursuant to NRS 244.1505, Board of County Commissioners (BCC) may donate to a governmental entity 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:** Be assured that mandates are met and needed services are delivered.

BCC Strategic Objective supported by this item: Achieving long term financial sustainability (County budget, resources, etc.)

### PREVIOUS ACTION

In FY12 the Board approved a donation of pesticide (Golden Bear Oil) to the Churchill County Mosquito Vector and Weed Control District with a market value estimated at \$386.00

### BACKGROUND

Per Washoe County Health District Vector Borne Disease Program staff, they have two 50 gallon tanks with booms that are over 20 years and are no longer used in the program. These were used for liquid pesticide applications. With pesticide used in these units it is recommended by program staff to surplus them to agencies who use pesticide/herbicide products. The Churchill County Mosquito Vector and Weed Control District and Washoe County Parks Department has expressed interest in receiving one unit each. Should this donation valued at approximately \$200.00 be approved, Churchill County Mosquito Vector and Weed Control District will pick up the tank with boom from the Washoe County Health District.

AGENDA ITEM # \_\_\_\_\_

**FISCAL IMPACT**

There is no fiscal impact associated with the donation of one 50 gallon tank with boom.

**RECOMMENDATION**

Staff recommends approve of donation of one 50 gallon tank with boom to the Churchill County Mosquito Vector and Weed Control District with a current market value estimated at \$200.00.

**POSSIBLE MOTION**

Move to approve the donation of one 50 gallon tank with boom to the Churchill County Mosquito Vector and Weed Control District with a current market value estimated at \$200.00.



# Washoe County Health District



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

## ENVIRONMENTAL HEALTH SERVICES DIVISION

DATE: February 8, 2013  
TO: District Board of Health  
FROM: Bryan W. Tyre, P.E.  
SUBJECT: Reappointment of Ronald Anderson, P.E., to the Sewage, Wastewater and Sanitation (SWS) Hearing Board

### Recommendation

The Environmental Health Services staff recommends that the District Board of Health reappoint Ronald Anderson, P.E., to the Sewage, Wastewater and Sanitation Hearing Board for a three-year term expiring February 2016.

### Background

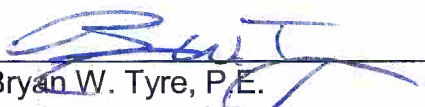
Mr. Anderson has served as a valuable member of the SWS Hearing Board for 12 years. He has expressed an interest in another three (3) year appointment. His technical expertise and common sense often provide insight to the SWS Hearing Board and his knowledge of on-site system design contributes to the understanding of unique sewage disposal variance requests.

### Fiscal Impact

There will be no fiscal impact to the District associated with this reappointment.

### Alternatives

The Board may decide not to reappoint Mr. Anderson and direct staff to consider other candidates and advertise for additional applicants.

  
\_\_\_\_\_  
Bryan W. Tyre, P.E.  
Senior Licensed Engineer  
Environmental Health Services Division



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*Regional Emergency Medical Services Authority*

**REMSA**

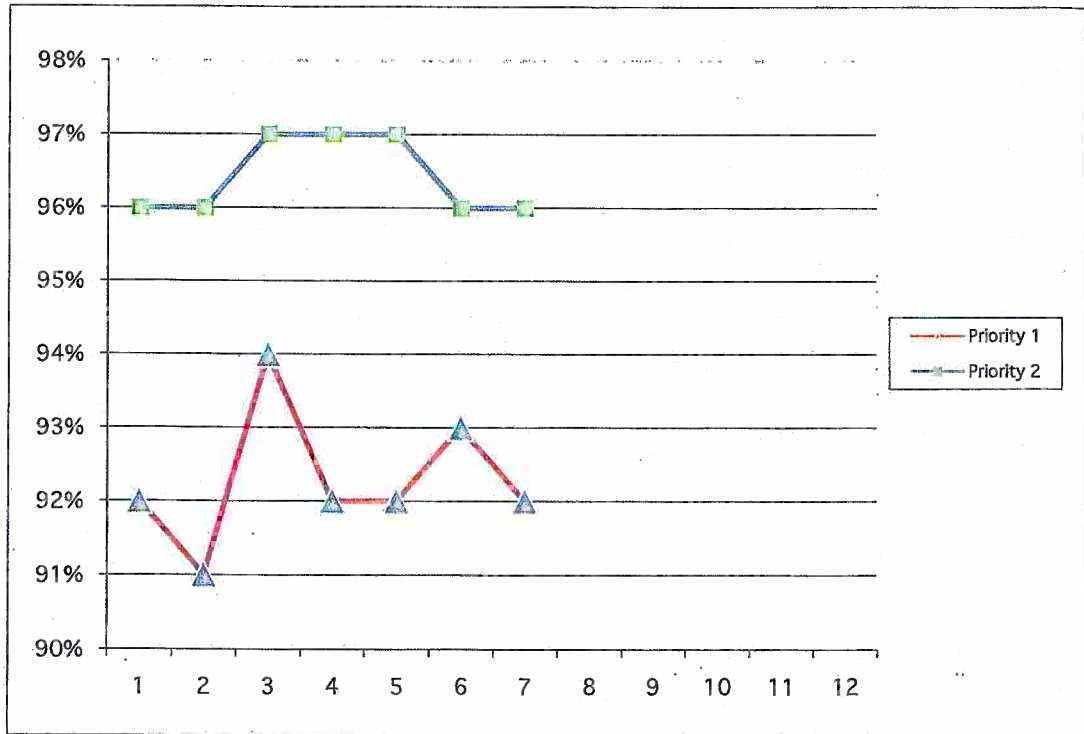
**OPERATIONS REPORTS**

**FOR**

**JANUARY 2013**

Fiscal 2013

| Month     | Avg. Response Time | Avg. Travel Time | Priority 1 | Priority 2 |
|-----------|--------------------|------------------|------------|------------|
| Jul. 2012 | 5 mins. 46 secs.   | 4 mins. 48 secs. | 92%        | 96%        |
| Aug.      | 5 mins. 59 secs.   | 4 mins. 56 secs. | 91%        | 96%        |
| Sept.     | 5 mins. 46 secs.   | 4 mins. 48 secs. | 94%        | 97%        |
| Oct.      | 5 mins. 34 secs.   | 4 mins. 40 secs. | 92%        | 97%        |
| Nov.      | 5 mins. 38 secs.   | 4 mins. 42 secs. | 92%        | 97%        |
| Dec.      | 5 mins. 56 secs.   | 4 mins. 58 secs. | 93%        | 96%        |
| Jan. 2013 | 5 mins. 48 secs.   | 4 mins 50 secs.  | 92%        | 96%        |
| Feb.      |                    |                  |            |            |
| Mar.      |                    |                  |            |            |
| Apr.      |                    |                  |            |            |
| May       |                    |                  |            |            |
| June 2013 |                    |                  |            |            |





Care Flight

| Month         | #Patients | Gross Sales      | Avg. Bill      | YTD Avg.       |
|---------------|-----------|------------------|----------------|----------------|
| Jul-12        | 10        | \$69,730         | \$6,973        | \$6,973        |
| Aug.          | 17        | \$140,090        | \$8,241        | \$7,771        |
| Sept.         | 12        | \$95,505         | \$7,959        | \$7,829        |
| Oct.          | 3         | \$20,775         | \$6,925        | \$7,764        |
| Nov.          | 11        | \$81,919         | \$7,447        | \$7,698        |
| Dec.          | 3         | \$19,774         | \$6,591        | \$7,639        |
| Jan. 2013     | 6         | \$40,326         | \$6,721        | \$7,550        |
| Feb.          |           |                  | \$0            | \$7,550        |
| Mar.          |           |                  | \$0            | \$7,550        |
| Apr.          |           |                  | \$0            | \$7,550        |
| May           |           |                  | \$0            | \$7,550        |
| June          |           |                  | \$0            | \$7,550        |
| <b>Totals</b> | <b>62</b> | <b>\$468,119</b> | <b>\$7,550</b> | <b>\$7,550</b> |

Adjusted Allowed Average Bill - \$7,393.00

REMSA Ground

| Month         | #Patients    | Gross Sales         | Avg. Bill      | YTD Avg.       |
|---------------|--------------|---------------------|----------------|----------------|
| Jul-12        | 3222         | \$3,256,558         | \$1,011        | \$1,011        |
| Aug.          | 3305         | \$3,381,910         | \$1,023        | \$1,017        |
| Sept.         | 3088         | \$3,190,456         | \$1,033        | \$1,022        |
| Oct.          | 3234         | \$3,322,716         | \$1,027        | \$1,024        |
| Nov.          | 3015         | \$3,094,421         | \$1,026        | \$1,024        |
| Dec.          | 3164         | \$3,269,747         | \$1,033        | \$1,026        |
| Jan. 2013     | 3376         | \$3,477,783         | \$1,030        | \$1,026        |
| Feb.          |              |                     | \$0            | \$1,026        |
| Mar.          |              |                     | \$0            | \$1,026        |
| Apr.          |              |                     | \$0            | \$1,026        |
| May           |              |                     | \$0            | \$1,026        |
| June          |              |                     | \$0            | \$1,026        |
| <b>Totals</b> | <b>22404</b> | <b>\$22,993,591</b> | <b>\$1,026</b> | <b>\$1,026</b> |

Allowed ground avg bill - \$1,028.00



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*Regional Emergency Medical Services Authority*

**CARE FLIGHT  
OPERATIONS REPORT  
FOR  
JANUARY 2013**



**CARE FLIGHT OPERATIONS REPORT  
JANUARY 2013  
WASHOE COUNTY**

- ❖ **In Town Transfer:**
  - 3 Ground ITTs were completed
  
- ❖ **Outreach, Education, & Marketing:**
  - 0 Community Education & Public Events

❖ **Statistics**

**Washoe County Flights**

|                         | # patients |
|-------------------------|------------|
| Total Flights:          | 6          |
| Total Patients          | 6          |
| Expired on Scene        | 0          |
| Refused Transport (AMA) | 0          |
| Scene Flights           | 6          |
| Hospital Transports     | 0          |
| Cardiac                 | 2          |
| Trauma                  | 2          |
| Medical                 | 2          |
| Pulmonary               | 0          |
| High Risk OB            | 0          |
| Neuro                   | 0          |
| Pediatrics              | 0          |
| Newborn                 | 0          |
| Full Arrest             | 0          |
| Surgical                | 0          |
| <b>Total</b>            | <b>6</b>   |



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*Regional Emergency Medical Services Authority*

**REMSA**  
**GROUND OPERATIONS REPORT**  
**FOR**  
**JANUARY 2013**



## GROUND AMBULANCE OPERATIONS REPORT

January 2013

### 1. OVERALL STATISTICS:

|   |      |
|---|------|
| Total Number Of System Responses                            | 5535 |
| Total Number Of Responses In Which<br>No Transport Resulted | 2165 |
| Total Number Of System Transports                           | 3370 |

### 2. CALL CLASSIFICATION REPORT:

|                                  |      |
|----------------------------------|------|
| Cardiopulmonary Arrests          | 2%   |
| Medical                          | 45%  |
| OB                               | 1%   |
| Psychiatric/Behavioral           | 4%   |
| Transfers                        | 20%  |
| Trauma                           | 24%  |
| Trauma - MVA                     | 5%   |
| Trauma - Non MVA                 | 19%  |
| 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)
  - ETCO<sub>2</sub> use in cardiac arrests and advanced airway
- 100% of Phase 6 Paramedic and EMT PCRs
- 100% Pain/Sedation Management
- Total of 2931 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 |
|-----------|---------------------------|----------|
| 1/3/2013  | EMS CES 911 Training Site | 5        |
| 1/8/2013  | REMSA                     | 15       |
| 1/15/2013 | EMS CES 911 Training Site | 1        |
| 1/17/2013 | Casey Quinlan             | 1        |
| 1/25/2013 | EMS CES 911 Training Site | 1        |
| 1/28/2013 | EMS CES 911 Training Site | 1        |

**Advanced Cardiac Life Support Recert**

| Date       | Course Location             | Students |
|------------|-----------------------------|----------|
| 1/23/2012  | REMSA                       | 4        |
| 12/27/2012 | John Mohler & Co            | 1        |
| 1/4/2013   | Riggs Ambulance             | 1        |
| 1/5/2013   | EMS CES 911 Training Site   | 2        |
| 1/8/2013   | Nampa Fire Department       | 7        |
| 1/10/2013  | Eastern Plumas Healthcare   | 2        |
| 1/10/2013  | Nampa Fire Department       | 8        |
| 1/11/2013  | REMSA                       | 8        |
| 1/11/2013  | John Mohler & Co            | 4        |
| 1/12/2013  | EMS CES 911 Training Site   | 2        |
| 1/14/2013  | EMS CES 911 Training Site   | 2        |
| 1/18/2013  | Tahoe Pacific Hospital - SM | 3        |

|           |                                      |    |
|-----------|--------------------------------------|----|
| 1/19/2013 | Saint's Same Day Surgery - REMSA     | 12 |
| 1/21/2013 | EMS CES 911 Training Site            | 1  |
| 1/22/2013 | EMS CES 911 Training Site            | 1  |
| 1/25/2013 | John Mohler & Co                     | 19 |
| 1/25/2013 | Saint Mary's Regional Medical Center | 6  |
| 1/28/2013 | EMS CES 911 Training Site            | 1  |
| 1/29/2013 | Zack Marcus                          | 1  |

#### Advanced Cardiac Life Support Skills

| Date      | Course Location | Students |
|-----------|-----------------|----------|
| 1/3/2013  | REMSA           | 1        |
| 1/14/2013 | REMSA           | 1        |

#### Advanced Cardiac Life Support Prep Course

| Date     | Course Location | Students |
|----------|-----------------|----------|
| 1/4/2013 | REMSA           | 6        |

#### Basic Life Support Instructor

| Date       | Course Location                     | Students |
|------------|-------------------------------------|----------|
| 12/19/2012 | Barrick Cortez - REMSA              | 15       |
| 12/20/2012 | Barrick Cortez - REMSA              | 15       |
| 1/8/2013   | Nevada Division of Forestry - REMSA | 6        |

#### Nevada First Responder

| Date       | Course Location       | Students |
|------------|-----------------------|----------|
| 11/26/2012 | Ralston Foods - REMSA | 4        |
| 12/19/2012 | RR Donnelley - REMSA  | 4        |

**Health Care Provider CPR**

| Date       | Course Location                     | Students |
|------------|-------------------------------------|----------|
| 1/23/2012  | REMSA                               | 9        |
| 12/17/2012 | HGH                                 | 6        |
| 12/20/2012 | Airport Fire Department             | 1        |
| 1/3/2013   | REMSA                               | 8        |
| 1/5/2013   | Riggs Ambulance                     | 7        |
| 1/5/2013   | REMSA                               | 1        |
| 1/6/2013   | Jennifer Kraushaar                  | 1        |
| 1/7/2013   | Willow Springs                      | 10       |
| 1/7/2013   | Milan                               | 23       |
| 1/7/2013   | Nevada Division of Forestry - REMSA | 6        |
| 1/9/2013   | Milan                               | 23       |
| 1/9/2013   | REMSA                               | 8        |
| 1/10/2013  | Eastern Plumas Healthcare           | 6        |
| 1/10/2013  | CPR Plus                            | 3        |
| 1/11/2013  | Great Basin College                 | 13       |
| 1/11/2013  | NDOC                                | 1        |
| 1/11/2013  | NDOC                                | 1        |
| 1/12/2013  | Majen                               | 1        |
| 1/12/2013  | Jennifer Kraushaar                  | 1        |
| 1/12/2013  | REMSA                               | 8        |
| 1/13/2013  | EMS CES 911 Training Site           | 5        |
| 1/13/2013  | Jennifer Kraushaar                  | 5        |
| 1/14/2013  | Lassen CPR Plus                     | 6        |
| 1/14/2013  | Riggs Ambulance                     | 6        |



|           |                                 |    |
|-----------|---------------------------------|----|
| 1/15/2013 | REMSA                           | 10 |
| 1/16/2013 | Milan                           | 17 |
| 1/16/2013 | Kenny Cohen                     | 3  |
| 1/16/2013 | EMS CES 911 Training Site       | 2  |
| 1/16/2013 | Nevada Legislative Counsel      | 3  |
| 1/17/2013 | Barrick Dominican Republic      | 5  |
| 1/19/2013 | Nye County Sheriff's            | 8  |
| 1/20/2013 | Tyler Teese                     | 3  |
| 1/20/2013 | Kevin Elliott                   | 1  |
| 1/21/2013 | EMS CES 911 Training Site       | 14 |
| 1/22/2013 | Lassen CPR Plus                 | 3  |
| 1/23/2013 | EMS CES 911 Training Site       | 1  |
| 1/23/2013 | Regent Care Center Reno         | 7  |
| 1/24/2013 | Nye County Sheriff's            | 1  |
| 1/25/2013 | CPR Plus                        | 4  |
| 1/25/2013 | CCNN                            | 12 |
| 1/26/2013 | Silver Lake Volunteer Fire Dept | 3  |

**Health Care Provider, Employee**

| Date      | Course Location | Students |
|-----------|-----------------|----------|
| 1/15/2013 | REMSA           | 1        |
| 1/21/2013 | REMSA           | 1        |
| 1/23/2013 | REMSA           | 1        |
| 1/29/2013 | REMSA           | 1        |
| 1/30/2013 | REMSA           | 1        |
| 1/31/2013 | REMSA           | 1        |

Health Care Provider Recert

| Date       | Course Location                  | Students |
|------------|----------------------------------|----------|
| 12/13/2012 | Eastern Plumas Healthcare        | 5        |
| 12/20/2012 | REMSA                            | 4        |
| 1/1/2013   | EMS CES 911 Training Site        | 1        |
| 1/2/2013   | Riggs Ambulance                  | 1        |
| 1/7/2013   | REMSA                            | 9        |
| 1/8/2013   | EMS CES 911 Training Site        | 1        |
| 1/10/2013  | Tahoe Forest Hospital            | 1        |
| 1/10/2013  | REMSA                            | 10       |
| 1/10/2013  | REMSA                            | 1        |
| 1/11/2013  | Great Basin College              | 1        |
| 1/14/2013  | Tahoe Forest Hospital            | 1        |
| 1/15/2013  | Tahoe Forest Hospital            | 5        |
| 1/16/2013  | WCSD                             | 2        |
| 1/17/2013  | REMSA                            | 10       |
| 1/17/2013  | Nevada Air Guard                 | 1        |
| 1/18/2013  | Tahoe Forest Hospital            | 2        |
| 1/18/2013  | Tahoe Forest Hospital            | 1        |
| 1/19/2013  | REMSA                            | 9        |
| 1/19/2013  | Saint's Same Day Surgery - REMSA | 10       |
| 1/21/2013  | Tahoe Forest Hospital            | 1        |
| 1/22/2013  | EMS CES 911 Training Site        | 1        |
| 1/23/2013  | EMS CES 911 Training Site        | 1        |
| 1/25/2013  | Tahoe Forest Hospital            | 1        |
| 1/29/2013  | Tahoe Forest Hospital            | 3        |

|           |                           |    |
|-----------|---------------------------|----|
| 1/30/2013 | REMSA                     | 10 |
| 1/31/2013 | Riggs Ambulance           | 2  |
| 1/31/2013 | EMS CES 911 Training Site | 2  |

### Health Care Provider Skills

| Date       | Course Location             | Students |
|------------|-----------------------------|----------|
| 12/14/2012 | Tahoe Pacific Hospital - SM | 1        |
| 1/3/2013   | REMSA                       | 1        |
| 1/3/2013   | REMSA                       | 1        |
| 1/7/2013   | Willow Springs              | 2        |
| 1/7/2013   | Tahoe Pacific Hospital - SM | 1        |
| 1/14/2013  | Tahoe Pacific Hospital - SM | 1        |
| 1/15/2013  | REMSA                       | 1        |
| 1/16/2013  | Willow Springs              | 12       |
| 1/16/2013  | REMSA                       | 1        |
| 1/18/2013  | Tahoe Pacific Hospital - SM | 1        |
| 1/21/2013  | Tahoe Pacific Hospital - SM | 1        |
| 1/23/2013  | Riggs Ambulance             | 1        |
| 1/23/2013  | Tahoe Pacific Hospital - SM | 1        |
| 1/24/2013  | REMSA                       | 3        |
| 1/25/2013  | John Mohler & Co            | 1        |
| 1/25/2013  | REMSA                       | 2        |
| 1/26/2013  | Tahoe Pacific Hospital - SM | 1        |
| 1/28/2013  | REMSA                       | 1        |
| 1/29/2013  | REMSA                       | 3        |
| 1/30/2013  | REMSA                       | 4        |

|           |                             |   |
|-----------|-----------------------------|---|
| 1/30/2013 | Tahoe Pacific Hospital - SM | 1 |
| 1/30/2013 | Riggs Ambulance             | 2 |
| 1/31/2013 | REMSA                       | 1 |

### Heart Saver CPR/AED

| Date      | Course Location  | Students |
|-----------|------------------|----------|
| 9/29/2012 | Heather Paige    | 6        |
| 1/2/2013  | Majen            | 1        |
| 1/2/2013  | Majen            | 1        |
| 1/5/2013  | Nevada Air Guard | 6        |
| 1/5/2013  | REMSA            | 7        |
| 1/5/2013  | Ronald Oliver    | 9        |
| 1/6/2013  | Nevada Air Guard | 6        |
| 1/9/2013  | Majen            | 5        |
| 1/9/2013  | WCSD             | 4        |
| 1/10/2013 | WCSD             | 6        |
| 1/12/2013 | WCSD             | 4        |
| 1/14/2013 | WCSD             | 6        |
| 1/14/2013 | WCSD             | 6        |
| 1/15/2013 | WCSD             | 6        |
| 1/16/2013 | REMSA            | 7        |
| 1/16/2013 | Majen            | 14       |
| 1/16/2013 | City of Sparks   | 5        |
| 1/16/2013 | WCSD             | 4        |
| 1/17/2013 | Nevada Air Guard | 6        |
| 1/18/2013 | IGT              | 11       |
| 1/20/2013 | Ronald Oliver    | 6        |

|           |                               |    |
|-----------|-------------------------------|----|
| 1/22/2013 | WCSD                          | 6  |
| 1/23/2013 | Hope Academy Reed High School | 4  |
| 1/23/2013 | WCSD                          | 6  |
| 1/25/2013 | Elko County School District   | 6  |
| 1/26/2013 | Majen                         | 1  |
| 1/26/2013 | WCSD                          | 3  |
| 1/28/2013 | Nevada Legislative Counsel    | 8  |
| 1/28/2013 | Majen                         | 9  |
| 1/29/2013 | WCSD                          | 5  |
| 1/29/2013 | UNR EHS                       | 12 |
| 1/30/2013 | WCSD                          | 5  |
| 1/31/2013 | Erica Kryzstof                | 4  |
| 1/31/2013 | WCSD                          | 5  |

**Heart Saver CPR/First Aid**

| Date       | Course Location             | Students |
|------------|-----------------------------|----------|
| 10/29/2012 | NDOC                        | 6        |
| 10/31/2012 | NDOC                        | 4        |
| 11/7/2012  | Otto Bartel                 | 7        |
| 1/2/2013   | Majen                       | 2        |
| 1/2/2013   | Majen                       | 1        |
| 1/3/2013   | SNJC                        | 1        |
| 1/4/2013   | SNJC                        | 6        |
| 1/5/2013   | REMSA                       | 7        |
| 1/8/2013   | Majen                       | 9        |
| 1/9/2013   | Community Living Options    | 3        |
| 1/9/2013   | Nevada Division of Forestry | 5        |

|           |                         |    |
|-----------|-------------------------|----|
| 1/9/2013  | Majen                   | 9  |
| 1/9/2013  | Susan Phillips          | 4  |
| 1/10/2013 | Majen                   | 3  |
| 1/10/2013 | Great Basin College     | 7  |
| 1/12/2013 | Amazon                  | 2  |
| 1/13/2013 | David Anthes            | 5  |
| 1/15/2013 | Majen                   | 6  |
| 1/15/2013 | Majen                   | 2  |
| 1/15/2013 | JOiN                    | 4  |
| 1/17/2013 | Nampa Fire Department   | 18 |
| 1/17/2013 | Nampa Fire Department   | 12 |
| 1/19/2013 | REMSA                   | 8  |
| 1/20/2013 | Nampa Fire Department   | 7  |
| 1/21/2013 | Eagle Valley            | 6  |
| 1/22/2013 | Majen                   | 6  |
| 1/23/2013 | Majen                   | 1  |
| 1/23/2013 | Majen                   | 4  |
| 1/23/2013 | Elko BLM                | 20 |
| 1/23/2013 | Susan Phillips          | 2  |
| 1/24/2013 | Sierra Nevada Job Corps | 5  |
| 1/25/2013 | Sierra Nevada Job Corps | 6  |
| 1/25/2013 | Sierra Nevada Job Corps | 5  |
| 1/28/2013 | Majen                   | 5  |
| 1/29/2013 | Majen                   | 4  |

**Heart Saver First Aid**

| Date      | Course Location           | Students |
|-----------|---------------------------|----------|
| 1/8/2013  | Milan                     | 23       |
| 1/10/2013 | Milan                     | 21       |
| 1/10/2013 | Nye County EMS            | 1        |
| 1/14/2013 | EMS CES 911 Training Site | 1        |
| 1/16/2013 | WCSD                      | 6        |
| 1/17/2013 | Milan                     | 18       |
| 1/21/2013 | EMS CES 911 Training Site | 8        |
| 1/25/2013 | CCNN                      | 13       |
| 1/28/2013 | Majen                     | 1        |

**Heart Saver Pediatric CPR/First Aid**

| Date      | Course Location    | Students |
|-----------|--------------------|----------|
| 1/12/2013 | REMSA              | 9        |
| 1/12/2013 | Jennifer Kraushaar | 2        |
| 1/19/2013 | Alex MacLennan     | 10       |

**Pediatric Advanced Life Support**

| Date      | Course Location | Students |
|-----------|-----------------|----------|
| 1/17/2013 | Casey Quinlan   | 1        |
| 1/23/2013 | REMSA           | 13       |

**Pediatric Advanced Life Support Recert**

| Date       | Course Location           | Students |
|------------|---------------------------|----------|
| 10/10/2012 | Eastern Plumas Healthcare | 2        |
| 1/6/2013   | EMS CES 911 Training Site | 2        |

|           |                           |    |
|-----------|---------------------------|----|
| 1/7/2013  | EMS CES 911 Training Site | 5  |
| 1/9/2013  | Nampa Fire Department     | 11 |
| 1/11/2013 | Nampa Fire Department     | 11 |
| 1/22/2013 | REMSA                     | 7  |
| 1/30/2013 | EMS CES 911 Training Site | 5  |

#### Pediatric Advanced Life Support Skills

| Date      | Course Location | Students |
|-----------|-----------------|----------|
| 1/15/2013 | REMSA           | 1        |
| 1/25/2013 | Riggs Ambulance | 1        |
| 1/31/2013 | REMSA           | 1        |

#### International Trauma Life Support

| Date      | Course Location | Students |
|-----------|-----------------|----------|
| 1/15/2013 | REMSA           | 12       |

#### CE Courses

| Date    | Course Location            | Students |
|---------|----------------------------|----------|
| 1/23/13 | Mental Health Care - REMSA | 19       |
| 1/31/13 | Mental Health Care - REMSA | 23       |

#### Ongoing Courses

| Date    | Course Description / Location | Students |
|---------|-------------------------------|----------|
| 1/3/12  | REMSA Education- Paramedic    | 15       |
| 8/14/12 | REMSA Education - Paramedic   | 13       |
| 1/8/13  | REMSA Education- EMT          | 26       |

|                            |      |
|----------------------------|------|
| Total Students This Report | 1235 |
|----------------------------|------|



**5. COMMUNITY RELATIONS:**

**Community Outreach:**

**Point of Impact**

| Date    | Description                            | Attending |
|---------|--|-----------|
| 1/15/13 | KOLO Channel 8 Moms Everyday Interview | 1 Staff   |

**Safe Kids Washoe County**

| Date    | Description   | Attending              |
|---------|---|------------------------|
| 1/8/13  | Safe Kids monthly Coalition meeting, Sparks.  | 13 volunteers, 1 staff |
| 1/8/13  | Join Together Northern Nevada Coalition monthly meeting, Reno.  | 1 staff                |
| 1/9/13  | Safe Kids USA Advisory Council monthly teleconference.  | 1 staff                |
| 1/15/13 | Coral Academy of Science Safety Committee meeting, Reno.  | 9 volunteers, 1 staff  |
| 1/16/13 | Water Watcher Whistle committee meeting, Reno.  | 2 volunteers           |
| 1/16/13 | Immunize Nevada Coalition monthly meeting, Reno.  | 2 staff                |
| 1/18/13 | Maternal Child Health Coalition of Northern Nevada monthly meeting. Regina Washington was elected co-chair.                     | 1 staff                |
| 1/22/13 | Safe Kids Worldwide conference call regarding new logo and branding.  | 2 staff                |
| 1/24/13 | Meeting with Emily Stratton from Immunize Nevada to discuss outreach to rural communities for Cribs for Kids and Text For Baby. | 1 staff                |

**Public Relations**

| Date    | Description   | Attending |
|---------|---|-----------|
| 1/29/13 | Press release to the media regarding the Nevada Bicycle and Pedestrian Advisory Board award to Safe Kids Washoe County for Organization of the Year for the Ready to Walk N' Roll Summer Camps. |           |
| 1/29/13 | Interview with KOH Radio regarding above award.   | 1 staff   |

## Meetings

| Date                 | Description   | Attending         |
|----------------------|---|-------------------|
| 1/3/13               | Strategic Planning with Community Outreach department.  | 3 staff           |
| 1/8/13               | Safe Haven subcommittee teleconference meeting hosted by State of Nevada Health Division.   | 1 staff           |
| 1/10/13              | Employee Resource Team  | 1 staff           |
| 1/14/13              | United Way Health Council site visits and interviews.   | 1 staff volunteer |
| 1/15/13              | United Way Community Involvement Council teleconference.  | 1 staff volunteer |
| 1/16/13              | Social Work presentation to the Community Paramedics class.   | 1 staff           |
| 1/21/13 -<br>1/23/13 | Nevada State EMS Department's First Medical Director's Summit, Incline Village. Melissa Krall presented on the EMS for Children Program and Injury Prevention programs in Nevada. | 1 volunteer       |
| 1/30/13              | United Way Health Council site visits and interviews.   | 1 staff volunteer |
| 1/31/13              | United Way Health Council site visits and interviews.   | 1 staff volunteer |



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*Regional Emergency Medical Services Authority*

**GROUND AMBULANCE AND CARE FLIGHT  
INQUIRIES  
FOR  
JANUARY 2013**

**INQUIRIES**

**January 2013**

There were no inquiries in the month of January.



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*Regional Emergency Medical Services Authority*

**GROUND AMBULANCE  
CUSTOMER SERVICE  
FOR  
JANUARY 2013**

**GROUND AMBULANCE CUSTOMER COMMENTS JANUARY 2013**

|    | <b>What Did We Do Well?</b>  | <b>What Can We Do To Serve You Better</b>  | <b>Description / Comments</b>  |
|----|--|--|--|
| 1  | The whole thing.   |  |  |
| 2  | Everything! you were finally able to convince the patient to go to Renown in the ambulance.                                      | You cannot improve on anything.  |  |
| 3  | Responded fast and tried to help   | Just keep being quick to respond.  | Very respectful and helpful.   |
| 4  | Everything!  | I can't imagine  | Very professional and friendly.  |
| 5  | The crew was great! They were transporting the patient. We felt good letting her go with them.                                   |  |  |
| 6  | Prompt and professional  |  | continue same service.   |
| 7  | Keep what you're doing! you are outstanding!   |  |  |
| 8  | Taking care of patient   |  |  |
| 9  | Gave information about my condition  |  | Good service   |
| 10 | Very nice and caring paramedics in ambulance   |  |  |
| 11 | Very pleasant personnel  |  |  |
| 12 | Everything   | Keep up the good work.   |  |
| 13 | Very professional and helpful  | It was a transport call. Less people could have been utilized.   |  |
| 14 | Response almost immediate  | replace furniture in original place  |  |
| 15 | Everything   |  |  |
| 16 | Everything   |  |  |
| 17 | Reassuring   | Make contact by phone easier   | it was generally good and the paramedics were great.   |
| 18 | Everything. The guys that came out this time were very professional and helpful.   | Don't be so shy.   | I am grateful that you are there when I need you! Your paramedics and the fire dept did a whole lot more for me than the ER staff at Renown did! |
| 19 | Compassionate, efficient   | Did everything well.   |  |
| 20 | Professional and caring. Explained situation to put patient at ease.   |  | I felt the service was very good.  |
| 21 | You were very kind and thoughtful.   |  |  |
| 22 | They were very fast and competent in helping the patient   |  | Care was very good   |
| 23 | Everything   | Nothing  |  |
| 24 | Paramedics were very nice and professional and arrived very quickly.   |  |  |
| 25 | Everything   | Not a thing  | The paramedic was very helpful   |
| 26 |  | I need help w/ this. No one gets the phone. Medication took, not returned. It is missing. Return medication bag/locate it for me. It is not at the hospital. |  |
| 27 | Went smoothly  |  |  |
| 28 | Yes  | Don't know   | Thanks   |
| 29 | I am really appreciated REMSA know little sign language and explained it to me about EKG and etc before brought me to the ER.    |  |  |
| 30 | I was out of it mostly, but they did the very best and got me there fast   | They did the very best   |  |
| 31 | Very professional  | Your people did the very best  |  |
| 32 | Very friendly, calm, and professional  |  | Ambulance arrived in a timely manner   |
| 33 | Your EMT's were very kind and professional to me. They made me feel safe.  |  |  |
| 34 | The dispatch stayed on the phone with me till the REMSA came, they were extremely calming and efficient.                         | Everything was wonderful!  | They took very good care of me and were very cool with my fiance coming along with me.   |
| 35 | Everyone was very helpful and courteous.   |  | The young man asked me who my Cardiologist was, didn't have one. But got one, and I needed a pacemaker. Saved my life.                           |
| 36 | I'm klostrophobic but they let me walk out and try to get in myself. They're friendly and explain everything.                    |  | Excellent service. They let someone go with me, so I'm not alone.  |
| 37 | You provided a calming moment in a very confusing and scary time. They were very professional when notifying my spouse by phone. |  |  |
| 38 | Awesome! Thank you!  |  |  |
| 39 |  |  | Good service   |

|    | What Did We Do Well?   | What Can We Do To Serve You Better  | Description / Comments  |
|----|--|---|---|
| 40 | On time  | Same  |   |
| 41 | Everything, you saved my life! WOW! Without you I would not be here!! Thank you!!                            | Just keep being the consument professionals you are.                                  | It was fabulous.. Thank you for all you do. I an a very greatfull customer.   |
| 42 |  |   | I felt I had the best of care.  |
| 43 | Everything!  |   | Kind, caring, and upstanding young men. Clearly competent.  |
| 44 | The people that picked me up helped calm me. They were very kind.  | Things were handled very well. I don't know what else could be expected.              | Thank you for being there.  |
| 45 | The crew was very capable. They were calm in a very bad situation.   |   |   |
| 46 | Everything   | Stay as efficient as you are.   |   |
| 47 | Thank you for your help in this scary life event.  |   |   |
| 48 | Everything. They were extremely kind to me, even tho I assured them I did not need an ambulance (I did).     |   | Thanks very much for the great service! I am fine and doing well.   |
| 49 |  |   | On 12/13/12, my medication bag was taken from the home and is still missing. Please call me regarding this.                             |
| 50 | Made us feel that everything was being done that could be and all would be fine.                             | Nothing I can think of.   | We felt everyone was proficient and helpful. The person that stayed on the line with me was calming and a major part of our experience. |
| 51 | Courteous, helpful, knowledgeable about what what was happening.   |   |   |
| 52 | Everything   |   |   |
| 53 | Quick arrival, quick action  | Nothing   |   |
| 54 | Examine cause of incident, was well.   | Strap me in tighter at lifting on to the ambulance                                    | In general, all was well.   |
| 55 | Used compassion, and kindness as I am old and have many medical problems.                                    | Have warm blankets (temperature wise)   | Service was excellent   |
| 56 | Transport me to Renown Rast  |   | Good show, good professional service.   |
| 57 | I don't remember very well what happened.  | Not charge so much. I.E. Taking someone's blood pressure is not Advanced Life Support | You listen very well the the patient's wishes.  |
| 58 | Careing  |   | They well quilled and did all that needed to be done  |
| 59 | Very, very excellent in all areas!   | You are the best!   | The best care every where!  |
| 60 | Thoughtful   |   |   |
| 61 | You just are great people.   | Nothing I can think of . You have done a great job each time you came here!!          |   |
| 62 | Everything!  |   |   |
| 63 | Showed up in the show Christmas night, drove to Renown on snowy freeway. Thanks!                             |   |   |
| 64 | They were very helpful and explained things well.  | Not sure.   |   |
| 65 | Got me quickly to the emergency room at Renown, allowed my son to accompany me                               | Your team was truly professional.   |   |
| 66 | Everything, I had a heart attack and lived.  |   | Very good crew. Telling me everything they were doing all the way to the hospital.  |
| 67 | Polite and professional staff. Seemed very caring.   |   |   |
| 68 | Fast response, polite and professional   |   |   |
| 69 | Good, tender loving care.  |   |   |
| 70 | Everything   | Nothing   | Good service  |
| 71 | Everything, great service!   |   |   |
| 72 | Everyone was polite, courteous, very well taking me to the hospital from rehab and back when I was finished. | Nothing.  |   |
| 73 | Took care of my wife. I was so freaked out, everything went in a blur.                                       | Nothing, my wife is alive.  | Dispatcher kept me calm enough to help my wife and prep house before medics arrived.  |
| 74 | Everything was fine  | Stay like you are   | I have used your service several times. It is real good, thank you.   |
| 75 | You talked and calmed me down.   |   |   |
| 76 | Everything from your prompt arrival to transport to the hospice  |   |   |
| 77 | Everything   |   |   |
| 78 | Everything   | Nothing, you did it all   | You were great.   |
| 79 | Everything   | Keep on doing well  | It's all good   |
| 80 | Listened, understood situation, responded to request from me.  |   |   |
| 81 | Everything.  | I thing the service has too be more soon. Take 1 hour to arrive to my work place.     |   |
| 82 | Everything   | Not one thing   |   |

|     | What Did We Do Well?  | What Can We Do To Serve You Better                                  | Description / Comments   |
|-----|---|---|--|
| 83  | Very good   | Can't think of anything   |  |
| 84  | Trip was comfortable, no problems.  |   |  |
| 85  | This occurred during terrible weather!<br>Everything!   | Keep doing the same!  | I was having a gall bladder attack the the paramedics got me to the hospital. These 2 paramedics should be commended!      |
| 86  | Everything!   | Thank you for all you do!   | Congratulations on the Federal award you received!   |
| 87  | Everything. Got there is a hurry  | Mother was monitored and assessed quickly.<br>She went to hospital. |  |
| 88  | Everything was easy. You made us feel like everything would be fine.  | Keep doing everything well.   | You all at REMSA are great at what you do. Thank you!  |
| 89  | Everything was great  | Nothing   | Very good  |
| 90  | Everything  | Not a thing   |  |
| 91  | Everything!   |   | Don't know what we would do without you!   |
| 92  | Everything  | Nothing   | All care and service was exceptional   |
| 93  | Oxygen to me to help me breath. Kindness and support on the trip to the hospital. Thank you.  |   |  |
| 94  | Everything was fine.  |   |  |
| 95  | Everything was good. Your staff is very polite and nice to be around.   | Nothing   | My bills go directly to W.C.S.S. so I don't know too much about billing.   |
| 96  | Everything. The paramedics took great care of the patient. Response time was fast.  |   | The paramedics were very professional, and caring.   |
| 97  | Totally professional as always  | Keep up the good work.  |  |
| 98  | After I was again lucid, it was good.<br>Communication.   | Communicate w/ family.  |  |
| 99  | Too much anticipated service required   | Limit service as needed.  | An old people's residence doesn't need ambulance AND fire truck!   |
| 100 | Prompt arrival, showed kindness and compassion  |   |  |
| 101 | Response was very timely.   | Nothing, the staff and crew were very professional.                 |  |
| 102 | Everything  | Keep up the good work.  |  |
| 103 | Everything was great and very helpful and assuring  | Nothing, they were all prefect and kind and courteous.              | We would gladly recommend REMSA to anyone! They're precious and great in our hour of need!                                 |
| 104 | Over all very good service.   |   |  |
| 105 | The crew was very pleasant.   |   |  |
| 106 | kept me informed of what they were doing.<br>Helped me stay calm.   |   |  |
| 107 | The EMT's that came to my house were very friendly and knowlegable and were able to answer all my questions.  |   |  |
| 108 | Minimal time to reach ailing patient from the time the 911 phone call was placed.<br>Ambulance team was kind, courteous, helpful, professional, caring and dedicated. | Nothing, thank you!   | Also, the team was very sensitive and caring of family members concerns.   |
| 109 | All of the above  | I'm satisfied   | Good care and service.   |
| 110 | Caring for the patient, hooking up it, monitor for vitals   |   | A Very professional crew. One crew member came back to the ER to check on my welfare after I was there for a couple hours. |
| 111 | Everything  | You do it   | Very good.   |
| 112 | Very good service   |   | Good communication   |
| 113 | Everything. Patient thought the ambulance service was wonderful.  |   |  |
| 114 | Personable, calm  |   |  |
| 115 | Very professional medics who took me to Renown. Were very kind and assuring to me.  |   |  |
| 116 | All   |   | Excellent  |
| 117 | Effectively positioned me on gurney and carried me on gurney to ambulance, spoke to me. This was very good! Professional.   |   |  |
| 118 | As stated above   | Nothing   | The people that took care of me were very professional.  |
| 119 | Everything  | I don't know how it could be better                                 | Came so quickly, very professional   |
| 120 | Team was quick, thorough, professional and courteous, under weird circumstances for me.   |   |  |
| 121 | Excellant   |   | Thank you for your help  |
| 122 | Warmed me up, made me laugh 2 help feel better  | You served w/ top care, don't change                                |  |
| 123 | Your people are very professional and caring.   |   |  |
| 124 | Everything. Your staff were efficient, gracious, friendly and caring. It was enjoyable.   |   |  |
| 125 | All services done well.   | Keep up the high quality service.                                   |  |



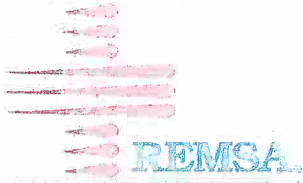
|     | What Did We Do Well?   | What Can We Do To Serve You Better   | Description / Comments  |
|-----|--|--|---|
| 126 | Awesome job!   | None.  |   |
| 127 | All care and service was done well.  | Everything was fine  | None  |
| 128 | All care and service   | All was fine.  | All fine.   |
| 129 | The responders seemed knowledgeable, capable, and caring. There were two trips to my house that day. Both times this response was excellent. |  |   |
| 130 | Your people are very professional.   |  |   |
| 131 | Informative at scene. Described my condition (heart) extremely well. Good transport to hospital.   | Can't think of a thing.  |   |
| 132 | All aspects.   |  |   |
| 133 |  | For general transport between hospitals should b=have been MedExpress & not charged over \$600. You didn't provide any emergent care. REMSA also did not pick her up for over 2 hours. |   |
| 134 | Got here fast and did their jobs well.   |  | All I can say is thank you.   |
| 135 | Everything   | Nothing  |   |
| 136 |  |  | Always excellent  |
| 137 | Everything was done very well. Thank you.  |  |   |
| 138 | Thank you!   |  |   |
| 139 | You were kind and considerate and very helpful.  |  |   |
| 140 | Everything   | You're doing great   | Thank you, THANK YOU!   |
| 141 | Made me confident I was receiving good care.   |  |   |
| 142 | Speed and efficiency   | You did great!   |   |
| 143 | Everything   | Be aware that patient is probably scared.  |   |
| 144 |  |  | I appreciate and do thank the whole team.   |
| 145 | Got there to help me in a very short period, and was very professional.  | Nothing that I can think of.   | The only thing I didn't like was getting stuck with a needle 3 times in one arm.  |
| 146 | Very concerned and caring people.  |  |   |
| 147 | Staff was very helpful and polite. Very nice people!   |  |   |
| 148 | Treated on site. Transported to hospital   |  |   |
| 149 |  | Took a longer route than necessary NOT DIRECT!!  |   |
| 150 | Total satisfaction.  |  |   |
| 151 | Reassured me   | Service was very good  | PERFECT!  |
| 152 | Everything   |  |   |
| 153 | My mom is 85 and the REMSA attendants were very compassionate towards her.   |  |   |
| 154 | They were caring and nice to someone who was irritated and in pain. Very professional as well.   | Nothing.   | It would just be nice to have warm blankets or blankets that are warmer. Thank you.   |
| 155 | I called them and they were here fast.   |  |   |
| 156 | Brought me an anti-anxiety pill.   |  |   |
| 157 | REMSA has always been helpful.   | Keep up the good work!   |   |
| 158 | Very helpful   |  |   |
| 159 | On time  | Same   |   |
| 160 | The transport team did a fine job.   |  |   |
| 161 | Service was excellent.   |  | Good.   |
| 162 | you got him there safely.  |  |   |
| 163 | Easy, gentle and encouraging with my wife, care and efficient. Not an emergency, but moved quickly.  | Based on this experience, nothing.   | I was able to guide our driver to the quickest way to our home. Perhaps he let me to keep me from worrying about my wife. If not, consider installing an updated GPS. |
| 164 | Everything   | Stay the same!   |   |
| 165 | Everything   |  |   |
| 166 | Courteous, efficient   |  |   |
| 167 | Responded quickly  | Nothing, the staff were the best!  | Great job!  |
| 168 | You were very helpful, courteous to the patient and easy to work with.   |  |   |
| 169 | Offered comfort and stability. The ride was safe and secure.   | Continue what you are doing :)   | Care-giving was great and you loaned out a blanket that still is very comforting.   |
| 170 | Your EMT staff was polite and professional.  |  |   |

|     | What Did We Do Well?  | What Can We Do To Serve You Better  | Description / Comments  |
|-----|---|---|---|
| 171 | Everything  | Its all good :)   | No problems   |
| 172 | Most everything   |   |   |
| 173 | Your people always treat me well.   |   |   |
| 174 | Everything  | Nothing   | I was very pleased with your service.   |
| 175 | Everything  | Everything was excellent.   |   |
| 176 | The ambulance was here within minutes   |   | Thank you   |
| 177 | Put me at ease while I was being transported to St. Mary's ER.  |   |   |
| 178 | Was very happy with service.  |   |   |
| 179 | Calm communication.   |   |   |
| 180 | Your EMT's were efficient and friendly. They did a great job.   |   |   |
| 181 | Everything  |   | It's such a wonderful service. We have never had to have this kind of help before. "Old soldiers never die. They just fade away."   |
| 182 | All service very professional and polite.   | Very satisfied  | sure I was taken to my husband from the emergency waiting room and inquired about my husband on a couple of occasions.  |
| 183 | Everything  | Hopefully, you won't have to.   | Would like to have a choice of hospital.  |
| 184 | You showed up quickly, got me to the hospital quickly, and communicated the process to my boyfriend very well.                                | You were perfect.   |   |
| 185 | Everything  | Nohting   | This was my first and only ride and involvement with the EMT's. I couldn't have asked for a better experience. Everyone was very nice and informative.  |
| 186 | Your people are kind and wonderful.   | Just keep on doing what you are with the same wonderful people.   | Excellence!   |
| 187 | Was very helpful  | Charge less for no insurance, no money, no job.   |   |
| 188 | Compassion. Trying to help me. I didn't know how bad I was hurt.  |   |   |
| 189 | I felt the crew worked hard and cared about the patient's life. They were all so comforting to me.  | All was done well for us. The crew even came to visit the patient in the hospital and that meant a lot.         |   |
| 190 | Everything.   |   |   |
| 191 | Everything  |   |   |
| 192 | Was in agony. Tried very hard not to hurt one more.   |   |   |
| 193 | Everything  |   |   |
| 194 | Got me the medical services I needed fast, efficiently and safely.  | Can't think of anything. Keep up the good work.   | No questions.   |
| 195 | Everything. They made me feel comfortable, safe, and well taken care of.  | Keep doing what you're doing.   |   |
| 196 | Responded pretty quickly. Got me stabilized and to Renown w/ minimum discomfort.  |   | Did your job just fine.   |
| 197 | Very professional, gentle, kind.  |   | This can be a scary experience, but they were kind and professional. Thank you.   |
| 198 | Everything was handled extremely well! NO complaints!   |   |   |
| 199 | Notify me when ambulance arrived with my wife and directed me to the place (room) she was placed and very nice while waiting for her arrival. | Have snacks available for waiting family members. Better chairs in room beside patient. Comfort, they were not. | The doctor and nurse was very helpful with questions and care.  |
| 200 | Everything...   |   |   |
| 201 | Everything  |   |   |
| 202 | Everything  |   |   |
| 203 | Got me to the hospital.   | Be professional & not joking and laughing when the patient is obviously in pain.                                | I ended up having a miscarriage. My 11 year old daughter & 6 year old son witnessed me in pain. They were crying and upset, not one of the many men tried to comfort them. They were laughing and joking in front of my children. My daughter was visibly crying, upset & worried. The joking & laughing did not help the situation at all. These gentlemen need training in "caring" & compassion. I know they see all sorts of situations day in and day out but they still need to show a little "heart". If you have no more compassion, then maybe consider another profession. Thank you. |
| 204 | Everything  |   |   |
| 205 | Staff listened to details of issue and made patient comfortable with pillow and blanket   | No suggestions. Great work  | Service was prompt and professional - as always.  |
| 206 | Everything  | Keep up the same work   |   |

|     | What Did We Do Well?   | What Can We Do To Serve You Better   | Description / Comments   |
|-----|--|--|--|
| 207 | Your paramedics were polite and reassuring.  |  |  |
| 208 | Your crew were gentle and kind. Everything went well and we won't hesitate to call you again if need be.   |  | The service was great. Thank you for being there for us.   |
| 209 | Crew was very helpful in getting me up and down to the elevator since I had trouble moving.  |  |  |
| 210 | Everything   |  | Excellent and professional, polite. Well done.   |
| 211 | Polite and helpful   | I can think of nothing more than what you do now.  | Very good.   |
| 212 | Caring, kind, and came quickly.  |  |  |
| 213 | All your combined efforts and attended extended to me and my family summed up to our comfort and made our transport bearable. Continue to provide superb service and care to all under your care.  |  |  |
| 214 | Explained what might be wrong and made patient feel confident  | All was good.  |  |
| 215 | From the first minute to the last goodbye, I have never met with staff with skill and care! Thank you.   | Just stay as you are, with 14 surgeries in my life time, I must be an expert is all I can say. | God bless you. Prompt, professional, and caring all at the same time.  |
| 216 | Took very good care of me  |  | All staff was very good and helpful.   |
| 217 | Everything! Customer service was great.  |  |  |
| 218 | Prompt   |  |  |
| 219 | Everything was great   |  |  |
| 220 | Arrived quickly and acted politely   |  |  |
| 221 | This program has been very beneficial to the Nugget. This year we had another heart attack and the quick response saved the individual.  |  |  |
| 222 | Got me there safely  |  |  |
| 223 | I was very glad to see all your smiling faces, you made me feel so comfort and save.   | Nothing, you did everything. I know you must have been very tired at midnight. Thank you.      | Thank you, keep smiling. You are a beam of light in this dark world. I am a old German girl, please excuse my English. |
| 224 | Great job getting him comfortable and to the hospital.   |  | Thank you very much for taking care of my Uncle.   |
| 225 | Your staff was very kind and knew where and what they were doing. Hats off!  |  |  |
| 226 | Helping me quickly and attending to all my needs. The service was excellent. Thank you.  |  | Excellent service.   |
| 227 |  |  | You are always courteous   |
| 228 | Everything was great   |  |  |
| 229 | All went well.   |  |  |
| 230 | Moved patient around with minimum pain.  |  |  |
| 231 | Very caring and helped to calm me.   | Nothing.   |  |
| 232 | Teh paramedics were prompt, professional, compassionate, provided good care and had great "bedside manners".   |  | you are great! Thank you for your help.  |
| 233 | Due to the late hour, I asked them to be quiet when arriving and leaving to and from my place, and they did.   | Do the same.   |  |
| 234 | Extremely efficient, everything went like clock work. Extremely happy with the service.  |  |  |
| 235 | Excellent service  |  |  |
| 236 | Everything   |  |  |
| 237 | I thought everyone involved was courteous and professional, and really friendly.   | I simply have no complaints.   | I am so appreciative of the service that day. There's really nothing to comment on.                                    |
| 238 | Everything.  |  |  |
| 239 | You literally save my life. It came down to seconds. I was "flat lined" upon arrival, your medical care/treatment in the ambulance indisputably saved my life with no brain damage. Your work was excellent. Thank you is not nearly enough. I am truly, eternally grateful. I was a fireman/EMT prior to federal agent. You absolutely walk on water. |  | Totally outstanding. I thank you so much. God bless all of you.  |
| 240 | Services   | Very good  | Polite service   |
| 241 |  |  | All medics were great! I want to thank all of them for their help.   |
| 242 |  | \$1000.00 per block transported seems quite high for a 3 block trip.                           |  |

|     | What Did We Do Well?   | What Can We Do To Serve You Better                              | Description / Comments  |
|-----|--|---|---|
| 243 | Quick response, professional.  |   |   |
| 244 | The crew was very professional and friendly. They made sure she was warm   | Nothing.  | They knew she can't hear well, so they spoke loudly and very close to her. Thank you so much.   |
| 245 | Everything   | Nothing   | Nothing   |
| 246 | You responded quickly and diagnosed my symptoms fast.  |   |   |
| 247 | As a retired California firefighter, the crew was very professional. They not only cared for me, but my wife also! | Keep the standards up. It was appreciated.                      | No comment, but thanks!!  |
| 248 | Service couldn't be better.  | I won't hesitate to call you again if we need help again.       | Thank you. The service was just fine.   |
| 249 |  | Lost her hearing aid in transport - an \$1,100.00 loss.         |   |
| 250 | Everything   | Nothing. You were wonderful.                                    |   |
| 251 |  |   | My wife and I are the neighbors living in directly back of the patient and were designated by her as the people to be called first when her activated her "Life Alert" emergency system. As such, I have been called several times (5 in the month of December) to her house to help her up from falls. It was on this call, New Year's Eve, that she consented to go in the hospital. The REMSA crew that responded along with the Truckee Meadows Fire crew from station 16 provided a most professional and compassionate level of care to the patient while at her house. As far as her treatment in the ambulance, I cannot personally attest to. There was a second REMSA crew interaction with her. The evening after being transferred from the hospital to the rehab center she stated protesting being there, and a REMSA unit was dispatched. When my wife and I arrived at the rehab center to check on her, we saw that she was letting everyone know that she didn't want to be "in that place". The medics in attendance, I could tell, were exasperated with the situation, but were treating her with courtesy and respect while explaining that this was the best place for her to be to get the care that she needed. I would like to add that I worked 25 years as a fire engine operator for both the Truckee Meadows FPD and the Reno FD until retirement. And over the years have worked closely with many of the REMSA crews. I have always witnessed top rate care and service provided by them. |
| 252 | Helped me in and out the ambulance. Was concerned about how I felt. Very professional.                             |   |   |
| 253 | Responded quickly with every effort put forth to ensure maximum comfort and info supplied regarding questions.     | Keep up the good work.  | Your care and service provide a profound sense of safety, security, and confidence.   |
| 254 | You were on time   | What you do now is great.                                       |   |
| 255 | Was very prompt, professional, efficient, competent, courteous, friendly, caring.                                  |   |   |
| 256 | The service was fantastic and couldn't have been any better.   | Better? I'm alive. Everyone did a super job! Thank you so much. | Excellent service! Again, thank you for saving my life.   |
| 257 | Doctor was great   | You did well.   | Everything great.   |
| 258 | You always do well in your service   |   | I have made several trips with you, always good service.  |
| 259 | Excellent  |   | Great!  |
| 260 | Everything   | Everything went well  | All went very well. Very, very nice.  |
| 261 | You were there when we needed you!!  | Thank you!!   |   |
| 262 | All  |   |   |
| 263 | Everything   | Nothing   | Excellent   |
| 264 | Everything   | Nothing   | Excellent   |
| 265 | Everything   | Nothing   | Excellent   |
| 266 | I had a nose bleed and they helped to stop it.   | Everything was great.   | Thank you for everything they did.  |
| 267 | Everything   | I know of nothing   | The staff was excellent   |
| 268 | The dispatcher listened to me when I said what I could see.  | Nothing.  | I think you should keep doing what you are doing. Very helpful and polite.  |
| 269 | The crew was very nice and helpful and very kind to all of us.   |   |   |
| 270 | Everything   |   | All personnel was excellent.  |
| 271 |  |   | I was too sick to care but I was grateful for their care.   |
| 272 | Care for my father on his last flight. Allowed me to talk to him and answered my questions.                        |   |   |
| 273 | Your job   | They did great  | I have 2 occasion and they have done a great job. Thank you.  |
| 274 | The patient said the EMT was very helpful in keeping his mind off the pain. He was friendly, too.                  |   |   |
| 275 | Yes  | Nothing   |   |
| 276 | The team was excellent - no improvement needed   |   | Thank you   |

|     | What Did We Do Well?  | What Can We Do To Serve You Better   | Description / Comments  |
|-----|---|--|---|
| 277 | Your response was quick and very professional. Efficient and very courteous.  | Fire Dept response team was also very helpful.   |   |
| 278 | Very professional   |  |   |
| 279 | Everything! Explained things very well, arrived fast!   | Continue what you do.  |   |
| 280 | Yes   |  |   |
| 281 | Made me feel at ease. The EMT's were fun!   |  |   |
| 282 | The male EMT did everything right. I was very injured, in shock, and his soothing, competent manner helped calm me.             | Retrain or fire the female EMT until she learns how to have empathy or at least learns how to fake it! | There was a male and female crew. The male was so kind and helpful! The female was a JERK and stressed me and my husband out even more! She acted like she didn't want to be there and like I was a nuisance! |
| 283 | Explained things very well. Arrived fast.   | Just continue being there for us.  |   |
| 284 | All care was provided professionally.   |  |   |
| 285 | You were great  |  |   |
| 286 | Everything. Care of patient, explaining issues, making everyone comfortable.  | Can't think of anything.   |   |
| 287 | Everything  | Continue to use Fords.   |   |
| 288 | I was very impressed with the teamwork and caring my child received! Not only professional, but compassionate as well.          | ???? I was very happy with the service.  | The personnel had already stabilized my child's arm and fully explained everything I needed to know. I really appreciated how I was treated as well.  |
| 289 | Made me as comfortable as possible  |  | My experience was good considering I was far from home and in a lot of pain.  |
| 290 | All   |  |   |
| 291 | Cared for me, knew what was to be done.   | None that I can think of.  |   |
| 292 | Help me to stay calm. Also helpful with my husband.   |  | Stay the same.  |
| 293 | Keeping me calm.  | Put my IV in better and not blow my vein.  | Over all they did well and very polite.   |
| 294 | Very professional   |  | Very good.  |
| 295 | Everything was fine.  | Keep doing what you are doing.   |   |
| 296 | I've never had a reason to complain about anything! Thank you!  |  |   |
| 297 | In all of my REMSA rides the EMT's and all the personnel involved were very efficient, communicated well and made me feel safe. | I cannot think of anything you staff could have done better in ANY of my REMSA rides.                  | I am very satisfied with the care I received and only wish I could thank the men and women who saved my life.   |
| 298 | Got me to the hospital as soon as possible.   |  | When in great pain, it's hard to observe what's going on. All you want is some relief.  |
| 299 | All was well.   |  |   |
| 300 | Everything  | Nothing  |   |
| 301 | Professional, efficient, knowledgeable  | Keep up the good work  | Excellent service.  |
| 302 | Great   | Miss bumps in road while doing IV's.   |   |
| 303 | Everything.   |  |   |
| 304 | Found all my meds and correctly wrote them down and gave to the ER staff - care for me perfectly.                               |  | Very pleased with service and care.   |



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*Regional Emergency Medical Services Authority*

**CARE FLIGHT**  
**CUSTOMER SERVICE**  
**FOR**  
**JANUARY 2013**



**CARE FLIGHT CUSTOMER COMMENTS JANUARY 2013**

| What Did We Do Well   | What Can We Do To Serve You Better                   | Description / Comments   |
|---|--|--|
| 1 Everything  | Nothing  | Am very pleased with the service.  |
| 2 You got me to the hospital and saved my life.   |  |  |
| 3 Arrived and departed at both hospitals really fast. The crew members were just wonderful and supportive to me in my hour of need. | Can't think of anything they could have done better. | Please notify both Care Flight nurses that my husband did pass away on 12/21/12. |



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*Regional Emergency Medical Services Authority*

**REMSA  
PUBLIC RELATIONS REPORT  
FOR  
JANUARY 2013**



PUBLIC RELATIONS

January 2013

| ACTIVITY  | RESULTS  |
|---|--|
| Negotiated and placed and ran Silver Saver ads on TV to publicize year round enrollment   | Spots began running in January.  |
| Set-up interview with Vickie Fisher for KOLO's Moms Everyday program to discuss car seat safety.  | The segment ran multiple times in January.                                   |
| Write press release and radio script for February's CPR/run event at Scheels. Coordinated interviews with JW Hodge after information was released to the media. | KOH, Channel 2 and RGJ ran stories regarding the event and run.              |
| Worked with City of Sparks to obtain a proclamation for REMSA regarding their CPR event and run in February.  | JW Hodge and Jim Gubbels received the proclamation the last week of January. |
| Took media calls regarding the ambulance that was shot with a BB gun.   | All TV stations and the Reno Gazette Journal ran the story.                  |
| Wrote and distributed a press release regarding an award Safe Kids received from NDOT.  | KOH interviewed Melissa regarding the story.                                 |

City of



## Proclamation

**WHEREAS,** Heart disease affects men, women, and children of every age and race in the United States and continues to be the leading cause of death in America; and

**WHEREAS,** Approximately 295,000 emergency medical services-treated out-of-hospital cardiac arrests occur annually nationwide. Roughly 92 percent of sudden cardiac arrest victims die before being discharged from a hospital. Sudden cardiac arrest results from an abnormal heart rhythm in most adults, often ventricular fibrillation. Unfortunately, only 31.4 percent of out-of-hospital cardiac arrest victims receive bystander cardiopulmonary resuscitation (CPR).

**WHEREAS,** The REMSA Center for Pre-hospital Education has dedicated itself to quality education that prepares our community to provide lifesaving skills including CPR. REMSA has trained more than 15,000 individuals in northern Nevada in the past year how to conduct proper CPR techniques in order to save lives.

**WHEREAS,** Prompt delivery of CPR more than doubles the victim's chance of survival by helping to maintain vital blood flow to the heart and brain, increasing the amount of time in which an electric shock from a defibrillator may be effective.

**WHEREAS,** An automated external defibrillator (AED), even when used by a bystander, is safe, easy to operate and, if used immediately after the onset of sudden cardiac arrest, highly effective in terminating ventricular fibrillation so the heart can resume a normal, effective rhythm.

**WHEREAS,** For every minute without bystander CPR, survival from witnessed cardiac arrest decreases 7-10 percent. The interval between the 911 telephone call and the arrival of Emergency Medical Services personnel is usually longer than five minutes; therefore, a cardiac arrest victim's survival is likely to depend on a public trained in CPR and AED use and access to these lifesaving devices.

**NOW, THEREFORE, I GENO MARTINI,** Mayor of the City of Sparks, Nevada, do hereby proclaim February 9<sup>TH</sup> 2013,

### "SAVE A HEART DAY"

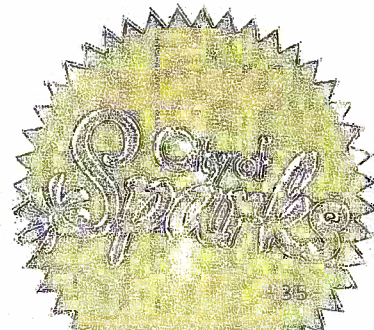
In and for the City of Sparks, Nevada, and urge all citizens to show their support for life-saving education and the fight against Sudden Cardiac Arrest and commemorate this day by taking time to learn the life-saving skills of CPR. By increasing awareness of the importance of CPR and the use of AED units to reduce death and disability from cardiovascular disease, we can save thousands of lives each year.

**IN WITNESS WHEREOF,** I have set my hand and caused the Seal of the City of Sparks, Nevada, to be affixed this 16<sup>TH</sup> day of January 2013.

GENO R. MARTINI, Mayor

ATTEST:

TERESA GARDNER, City Clerk



## REMSA to offer free CPR training



Published: 1/16 11:39 am

Updated: 1/16 11:40 am

SPARKS, Nev. (KRNV & MyNews4.com) -- In honor of February's National Heart Month, the Regional Emergency Medical Services Authority (REMSA) will conduct its sixth annual Save a Heart free CPR Awareness Training event and health fair from 10 a.m. until 2 p.m. on Saturday, Feb. 9 at Scheels in Sparks. Free hand-only CPR awareness courses begin at the top of every hour.

New to this year's event is Running Red for Heart, a 5K run sponsored by Northern Nevada Medical Center to benefit the American Heart Association. The run begins at 8 a.m. and all runners are asked to wear all red running gear. Awards will be given for best-dressed runner during a special awards ceremony where hands-only CPR will also be taught to participants. Registration is \$30 and is available at [active.com](http://active.com).

Health Expo will include:

- Northern Nevada Medical Center providing free blood pressure checks, and other screenings including onsite physicians and medical experts.
- Point of Impact Child Safety Seat Checkpoint that will be held in the Scheels' parking lot starting at 9 a.m. Limited to the first 30 cars.
- Fitness demonstrations and experts from Kaia FIT, local gyms, and Scheels.
- United Blood Services – Onsite Blood Donations.
- American Heart Association, Saint Mary's, and Renown offering heart healthy education.

More than 900 people per day in the United States die from Sudden Cardiac Arrest. People trained to provide CPR in the community and knowledge about heart healthy living will greatly improve the chances of survival for these victims.

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RECEIVED  
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January 2, 2013

REMSA / CareFlight  
450 Edison Way  
Reno, NV 89502

Dear Friends, *THANK YOU REMSA FOR YOUR GREAT SUPPORT!*

Thank you for your wonderful donation of Christmas presents for the children, it was over the top! It was so special and the children truly enjoyed them! The residents at Kids Kottage greatly appreciate these gifts. Your donation will help to continue providing for the children in emergency care. Thank you for making a difference in their lives.

Sincerely,

*Bert Wells*  
Bert Wells  
Administrative Director  
Kids Kottage



# Washoe County Health District



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

## STAFF REPORT

**BOARD MEETING DATE: February 28, 2013**

**DATE:** February 15, 2013

**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:** Public Hearing – Proposed approval and adoption of revisions to the Health Department Fee Schedule, specific to:

- a. Administrative Health Services Division,
- b. Air Quality Management Division, in accordance with the Washoe County District Board of Health Regulations Governing Air Quality Management,
- c. Community and Clinical Health Services Division, and;
- d. Environmental Health Services Division, in accordance with the Washoe County District Board of Health Regulations Governing Food Establishments; Washoe County District Board of Health Regulations Governing Sewage, Wastewater, and Sanitation; Washoe County District Board of Health Regulations Governing the Prevention of Vector-Borne Diseases; Washoe County District Board of Health Regulations Governing Invasive Body Decoration Establishments; Washoe County District Board of Health Regulations Governing Public Bathing Places; Washoe County District Board of Health Regulations Governing Public Spas; Washoe County District Board of Health Regulations Governing Mobile Home and Recreational Vehicle Parks; Washoe County District Board of Health Regulations Governing Solid Waste Management; and the Washoe County District Board of Health Regulations Governing Well Construction.

### SUMMARY

The Washoe County District Board of Health must approve changes to the Health Department Fee Schedule. Revisions are being proposed to the Department Fee Schedule, specific to:

- a. Administrative Health Services Division,
- b. Air Quality Management Division, in accordance with the Washoe County District Board of Health Regulations Governing Air Quality Management,
- c. Community and Clinical Health Services Division, and;

**AGENDA ITEM # \_\_\_\_\_**

- d. Environmental Health Services Division, in accordance with the Washoe County District Board of Health Regulations Governing Food Establishments; Washoe County District Board of Health Regulations Governing Sewage, Wastewater, and Sanitation; Washoe County District Board of Health Regulations Governing the Prevention of Vector-Borne Diseases; Washoe County District Board of Health Regulations Governing Invasive Body Decoration Establishments; Washoe County District Board of Health Regulations Governing Public Bathing Places; Washoe County District Board of Health Regulations Governing Public Spas; Washoe County District Board of Health Regulations Governing Mobile Home and Recreational Vehicle Parks; Washoe County District Board of Health Regulations Governing Solid Waste Management; and the Washoe County District Board of Health Regulations Governing Well Construction.

A copy of the proposed schedule is attached.

**District Board of Health strategic priority:** Promote financial accountability and stability

BCC Strategic Objective supported by this item: Sustainability, including financial sustainability, sustaining our services and infrastructure, and sustainability of our natural resources.

#### **PREVIOUS ACTION**

At the October 27, 2011 District Board of Health (DBOH) Meeting, the Proposed FY13 Department Fee Schedule was presented and approved.

#### **BACKGROUND**

The Health Department's Fee Schedule was implemented in FY 82/83 as a result of the Legislative Process. The Interim Legislative Committee on Local Government and Finance reviewed and approved the methodology used to calculate the Department's fees. We have consistently maintained the approved Legislative methodology during revisions to the Fee Schedule. The methodology has been revisited by the AB538 Interim Study Committee in 1996 and has been re-affirmed.

The methodology of the Health District is to certify the amount of time it takes to perform the activities associated with the fee. Then the most current personnel rate (salaries & benefits) is multiplied by the time. The calculated figure is multiplied by the Health District approved Indirect Cost Rate Agreement and the Washoe County Health District Indirect Cost Rate (CoCAP), both prepared with a federally-approved methodology by an independent contractor for Washoe County, the Health District, Social Services, & Family Support. The resulting amount has any direct expenses added and the fee is rounded to the nearest whole dollar.

Revisions to the current Department Fee Schedule have been prepared in accordance with previous District Board of Health direction to recoup the cost of performing activities to the extent possible, including all applicable indirect costs, and to bring forward the fee schedule annually to more timely account for fluctuations in Health District costs.

The presented fee schedule was prepared to account for changes in total personnel costs (salaries and benefits), the amount of staff time necessary to perform the activity and the indirect cost rate. The fee calculations represent a weighted compilation of the following factors:

- An increase in the PERS required contribution from 23.75% to 25.75%
- A decrease of 1% in the hourly wage of each employee to account for one-half of the PERS increase
- An increase in the average health insurance cost per employee, effective July 1, 2010
  - From 2013 to 2014, the average health insurance cost increase is forecast at ~5%
- Total indirect cost rates applied to the fees, including Department Rate, Divisional Rate, Department CoCAP Rate and Divisional CoCAP Rate.

A fee justification notebook includes the methodology for each fee. The proposed fee schedule revisions are attached.

Since the last District Board of Health approval on October 27, 2011, the Community and Clinical Health Services Division requested nine (9) interim revisions that were approved by the Administrative Health Services Officer (AHSO). The requests reflected changes to the fees for:

- 1) Updated lab costs (x2)
- 2) Updated vaccine costs, cost of personnel, direct supplies, indirect cost rate, and update the Influenza and Pneumococcal immunization fees consistent per the agreement with community providers for the upcoming season (x3)
- 3) To include pharmaceuticals and lab services excluded from the adopted FY13 fee schedule (x3)
- 4) To include, re-activate, update procedure codes due to addition of pharmaceuticals and/or process changes (x1)

The Public Hearing Notice was noticed in the Reno Gazette Journal on January 22 (Tue.); January 23 (Wed); and January 25 (Fri) of 2013. On January 29, 2013, 8,878 notices were sent to Washoe County Reprographics to be mailed to affected permit holders, businesses, as well as other identified stakeholders and members of industry, giving notice of the proposed revisions.

The proposed fee schedule for each division was posted to the Health Department Internet on Tuesday, January 29, 2013.

Business impact statements have been prepared in accordance with NRS 237.090 and are attached. If approved the proposed revisions to the fee schedule will have an effective date of July 1, 2013.

The FY13 budgeted revenue structure of the Washoe County Health District is as follows:

- Permitting Fees & Charges for Services 14%
- Federal, State and Other Restricted Revenue 37%
- Washoe County General Fund Transfer 49%

### **FISCAL IMPACT**

Based upon activity levels anticipated there will be a net increase in FY14 revenues in the following amounts:

| <b>Full Cost Recovery</b> |           |         |           |       |                  |
|---------------------------|-----------|---------|-----------|-------|------------------|
| AHS                       | AQM       | CCHS    | EHS       | EPHP  | DEPARTMENT TOTAL |
| \$-0-                     | \$366,446 | \$- 0 - | \$368,993 | \$-0- | \$735,439        |

Regarding CCHS fees, clients pay based on a schedule of discounts using an income-based sliding scale based on federal poverty guidelines. As such, CCHS revenues have no anticipated revenue increases based on collection rates (versus fee rates).

### **RECOMMENDATION**

Staff recommends that the Washoe County District Board of Health approve and adopt the proposed revisions to the Health Department Fee Schedule that represent Full Cost Recovery, specific to:

- a. Administrative Health Services Division,
- b. Air Quality Management Division, in accordance with the Washoe County District Board of Health Regulations Governing Air Quality Management,
- c. Community and Clinical Health Services Division, and;
- d. Environmental Health Services Division, in accordance with the Washoe County District Board of Health Regulations Governing Food Establishments; Washoe County District Board of Health Regulations Governing Sewage, Wastewater, and Sanitation; Washoe County District Board of Health Regulations Governing the Prevention of Vector-Borne Diseases; Washoe County District Board of Health Regulations Governing Invasive Body Decoration Establishments; Washoe county District Board of Health regulations Governing Public Bathing Places; Washoe County District Board of Health Regulations Governing Public Spas;



Washoe County District Board of Health Regulations Governing Mobile Home and Recreational Vehicle Parks; Washoe County District Board of Health Regulations Washoe County District Board of Health Regulations Governing Solid Waste Management; and the Washoe County District Board of Health Regulations Governing Well Construction.

### **POSSIBLE MOTION**

Move to approve the proposed revisions to the Health Department Fee Schedule that represent Full Cost Recovery, specific to:

- a. Administrative Health Services Division,
- b. Air Quality Management Division, in accordance with the Washoe County District Board of Health Regulations Governing Air Quality Management,
- c. Community and Clinical Health Services Division, and;
- d. Environmental Health Services Division, in accordance with the Washoe County District Board of Health Regulations Governing Food Establishments; Washoe County District Board of Health Regulations Governing Sewage, Wastewater, and Sanitation; Washoe County District Board of Health Regulations Governing the Prevention of Vector-Borne Diseases; Washoe County District Board of Health Regulations Governing Invasive Body Decoration Establishments; Washoe County District Board of Health Regulations Governing Public Bathing Places; Washoe County District Board of Health Regulations Governing Public Spas; Washoe County District Board of Health Regulations Governing Mobile Home and Recreational Vehicle Parks; Washoe County District Board of Health Regulations Governing Solid Waste Management; and the Washoe County District Board of Health Regulations Governing Well Construction.

### **ALTERNATIVES**

The District Board of Health may elect to approve, deny, modify, or revise the proposed fee schedule(s).

WASHOE COUNTY  
COMPTROLLER

**RENO NEWSPAPERS INC**

**Publishers of**

**Reno Gazette-Journal**

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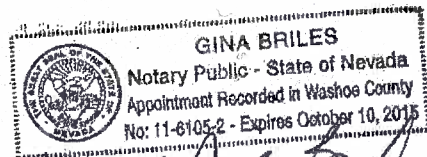
STATE OF NEVADA  
COUNTY OF WASHOE

Being first duly sworn, deposes and says: That as the legal clerk of the Reno Gazette-Journal, a daily newspaper of general circulation published in Reno, Washoe County, State of Nevada, that the notice referenced below has published in each regular and entire issue of said newspaper between the dates: **01/22/2013 - 01/25/2013**, for exact publication dates please see last line of Proof of Publication below.

Subscribed and sworn to before me

Signed: \_\_\_\_\_

JAN 25 2013



**Proof of Publication**

PUBLIC NOTICE ON PROPOSED REVISIONS TO THE WASHOE COUNTY HEALTH DISTRICT FEE SCHEDULE NOTICE OF PUBLIC HEARING The Washoe County Health District is proposing revisions to the District's Fee Schedule. Revisions are specific to the Community and Clinical Health Services Division, Air Quality Management Division, in accordance with the Washoe County District Board of Health Regulations Governing Air Quality Management, and the Environmental Health Services Division, in accordance with the Washoe County District Board of Health Regulations Governing Food Establishments; Washoe County District Board of Health Regulations Governing Sewage, Wastewater, and Sanitation; Washoe County District Board of Health Regulations Governing the Prevention of Vector-Borne Diseases; Washoe County District Board of Health Regulations Governing Invasive Body Decoration Establishments; Washoe County District Board of Health Regulations Governing Public Bathing Places; Washoe County District Board of Health Regulations Governing Public Spas; Washoe County District Board of Health Regulations Governing Mobile Home and Recreational Vehicle Parks; Washoe County District Board of Health Regulations Governing Solid Waste Management; and the Washoe County District Board of Health Regulations Governing Well Construction. THE PUBLIC HEARING will be held on Thursday, February 28,

2013. Interested persons who wish to comment should attend the District Board of Health meeting on Thursday, February 28, 2013, at 1:00 p.m. in Auditorium B, at the Washoe County Health District, 1001 East 9th Street, Building B, Reno. Written comments may be submitted to the Washoe County District Board of Health, P.O. Box 11130, Reno, Nevada, 89520. Questions or comments regarding the proposed revisions may be addressed to the Washoe County Health District, Administrative Health Services Division, Attention: Fees, P.O. Box 11130, Reno, NV 89520. Administrative Health Services can be contacted by telephone at (775) 328-2410 or via email at [publichealthfees@washoecounty.us](mailto:publichealthfees@washoecounty.us) or [healthweb@washoecounty.us](mailto:healthweb@washoecounty.us). Disabled members of the public who require special accommodations or assistance at the meeting(s) are requested to notify Health Administration by calling (775) 328-2400, or in writing to Washoe County Health District, P.O. Box 11130, Reno, Nevada 89520. The proposed fee schedule will be available at [www.washoecounty.us/health](http://www.washoecounty.us/health). If approved, the proposed fee schedule is recommended to be effective July 1, 2013. No. 793763 Jan 22, 23, 25, 2013

**PUBLIC NOTICE ON  
PROPOSED REVISIONS TO THE  
WASHOE COUNTY HEALTH DISTRICT  
FEE SCHEDULE**

**NOTICE OF PUBLIC HEARING**

The Washoe County Health District is proposing revisions to the District's Fee Schedule. Revisions are specific to the Community and Clinical Health Services Division; Air Quality Management Division in accordance with the Washoe County District Board of Health Regulations Governing Air Quality Management, and the Environmental Health Services Division in accordance with the Washoe County District Board of Health Regulations Governing Food Establishments, Washoe County District Board of Health Regulations Governing Sewage, Wastewater, and Sanitation, Washoe County District Board of Health Regulations Governing the Prevention of Vector-Borne Disease, Washoe County District Board of Health Regulations Governing Invasive Body Decoration Establishments, Washoe County District Board of Health Regulations Governing Public Bathing Places, Washoe County District Board of Health Regulations Governing Public Spas, Washoe County District Board of Health Regulations Governing Mobile Home and Recreational Vehicle Parks, Washoe County District Board of Health Regulations Governing Solid Waste Management, and the Washoe County District Board of Health Regulations Governing Well Construction.

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The proposed fee schedule will be available at [www.washoecounty.us/health](http://www.washoecounty.us/health). If approved, the proposed fee schedule is recommended to be effective July 1, 2013.

No. 793763 Jan 22, 23, 25, 2013

**PUBLIC NOTICE ON  
PROPOSED REVISIONS TO THE  
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FEE SCHEDULE**

**NOTICE OF PUBLIC HEARING**

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Questions or comments regarding the proposed revisions may be addressed to the Washoe County Health District, Administrative Health Services Division, Attention: Fees, P.O. Box 11130, Reno, NV 89520. Administrative Health Services can be contacted by telephone at (775) 328-2410 or via email at [publichealthfees@washoecounty.us](mailto:publichealthfees@washoecounty.us) or [healthweb@washoecounty.us](mailto:healthweb@washoecounty.us). Disabled members of the public who require special accommodations or assistance at the meeting(s) are requested to notify Health Administration by calling (775) 328-2400, or in writing to Washoe County Health District, P.O. Box 11130, Reno, Nevada 89520.

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**PUBLIC NOTICE ON  
PROPOSED REVISIONS TO THE  
WASHOE COUNTY HEALTH DISTRICT  
FEE SCHEDULE**

**NOTICE OF PUBLIC HEARING**

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Questions or comments regarding the proposed revisions may be addressed to the Washoe County Health District, Administrative Health Services Division, Attention: Fees, P.O. Box 11130, Reno, NV 89520. Administrative Health Services can be contacted by telephone at (775) 328-2410 or via email at [publichealthfees@washoecounty.us](mailto:publichealthfees@washoecounty.us) or [healthweb@washoecounty.us](mailto:healthweb@washoecounty.us). Disabled members of the public who require special accommodations or assistance at the meeting(s) are requested to notify Health Administration by calling (775) 328-2400, or in writing to Washoe County Health District, P.O. Box 11130, Reno, Nevada 89520.

The proposed fee schedule will be available at [www.washoecounty.us/health](http://www.washoecounty.us/health). If approved, the proposed fee schedule is recommended to be effective July 1, 2013.

**Washoe County Health District  
Proposed Fee Schedule  
Effective Date: July 1, 2013**

|                                       |
|---------------------------------------|
| <b>Administrative Health Services</b> |
|---------------------------------------|

| Page # | Description                       | Current Fee | Proposed Fee | Health District Direct & Indirect Costs | County Indirect <u>(included in proposed fee)</u> |
|--------|-----------------------------------|-------------|--------------|---|---|
| 1      | MP3 Recordings of Public Meetings | \$ 1.00     | \$ -         | \$ -                                    | \$ -  |

**Washoe County Health District  
Proposed Fee Schedule  
Effective Date: July 1, 2013**

**Air Quality Management**

| Page # | Description  | Current Fee<br>7/1/12 | Proposed Fee<br>7/1/13 | Health<br>District<br>Direct &<br>Indirect<br>Costs | County<br>Indirect<br>(included in<br>proposed<br>fee) |
|--------|--|-----------------------|------------------------|---|--|
| 1      | Plan Review - Fuel Burning Equipment Only                                  | \$ 72.00              | \$ 107.00              | \$ 75.00  | \$ 32.00   |
| 1      | Plan Review - < 100 tons per year  | \$ 525.00             | \$ 785.00              | \$ 551.00   | \$ 234.00  |
| 1      | Plan Review - < 100 tons per year, Synthetic Minor Source-NEW (broken out) | \$ -                  | \$ 2,333.00            | \$ 1,637.00   | \$ 696.00  |
| 1      | Plan Review - > 100 tons per year  | \$ 6,829.00           | \$ 29,562.00           | \$ 20,741.00  | \$ 8,821.00  |
| 2      | Small Stationary Source Operating Permit                                   | \$ 153.00             | \$ 229.00              | \$ 161.00   | \$ 68.00   |
| 3      | Stationary Source Operating Permit   | \$ 168.00             | \$ 252.00              | \$ 177.00   | \$ 75.00   |
| 3      | Annual Emission Fee (source emitting > 2 lbs/day)                          | \$ 15.00              | \$ 16.00               | \$ 16.00  | \$ -   |
| 4      | Stationary Source Toxics Permit  | \$ 71.00              | \$ 108.00              | \$ 76.00  | \$ 32.00   |
| 4      | Annual Toxic Emission Fee (source emitting > 1 lb/day)                     | \$ 6.00               | \$ 6.00                | \$ 6.00   | \$ -   |
| 5      | Operating Permit Transfer Fee (person to person)                           | \$ 43.00              | \$ 65.00               | \$ 46.00  | \$ 19.00   |
| 6      | Late Permit Application Processing Fee                                     | \$ 190.00             | \$ 284.00              | \$ 199.00   | \$ 85.00   |
| 7      | Gasoline Service Station Permit Fee (base plus per nozzle)                 |                       |                        |   |  |
|        | Base Fee (per permit)  | \$ 11.00              | \$ 16.00               | \$ 11.00  | \$ 5.00  |
|        | Per Nozzle   | \$ 37.00              | \$ 56.00               | \$ 39.00  | \$ 17.00   |
| 8      | Asbestos Assessment Plan Review  | \$ 56.00              | \$ 83.00               | \$ 58.00  | \$ 25.00   |
| 9      | <u>Notification of Asbestos App/Removal Fees:</u>                          |                       |                        |   |  |
| 9-a    | Non-NESHAP Demolition  | \$ 146.00             | \$ 218.00              | \$ 153.00   | \$ 65.00   |
| 9-a    | 260<520 Linear ft or 160<320 sq ft   | \$ 300.00             | \$ 448.00              | \$ 314.00   | \$ 134.00  |
| 9-a    | 520<1000 Linear ft or 320<1000 sq ft                                       | \$ 662.00             | \$ 989.00              | \$ 694.00   | \$ 295.00  |
| 9-a    | >1000 Linear or Square Feet  | \$ 1,632.00           | \$ 2,438.00            | \$ 1,710.00   | \$ 728.00  |
| 9-a    | Facility Annual Notification   | \$ 3,441.00           | \$ 5,143.00            | \$ 3,608.00   | \$ 1,535.00  |
| 10     | Building Plan Review   | \$ 49.00              | \$ 73.00               | \$ 51.00  | \$ 22.00   |
| 11     | Initial Registration of Neutral Inspectors-NEW (broken out)                | \$ -                  | \$ 199.00              | \$ 139.00   | \$ 60.00   |
| 12     | Annual Renewal of Neutral Inspectors                                       | \$ 89.00              | \$ 66.00               | \$ 46.00  | \$ 20.00   |
| 13     | Woodstove Certificates-NEW (broken out)                                    | \$ -                  | \$ 50.00               | \$ 35.00  | \$ 15.00   |
| 14     | Woodstove Notice of Exemption  | \$ 13.00              | \$ 19.00               | \$ 13.00  | \$ 6.00  |
| 15     | Geothermal Well Drilling Permit  | \$ 333.00             | \$ 525.00              | \$ 368.00   | \$ 157.00  |
| 16     | Air Quality Variance Request   | \$ 460.00             | \$ 688.00              | \$ 483.00   | \$ 205.00  |
| 17     | Dust Control Plan Review (base plus per acre)                              |                       |                        |   |  |
|        | Base Fee (per permit)  | \$ 33.00              | \$ 50.00               | \$ 35.00  | \$ 15.00   |
|        | Per Acre   | \$ 108.00             | \$ 161.00              | \$ 113.00   | \$ 48.00   |
| 18     | Expert Witness Fee (per hour)  | \$ 253.00             | \$ 378.00              | \$ 265.00   | \$ 113.00  |
| 19     | Air Quality Permit to Operate Late Fee (% of Total Fee Due)                | 25%                   | 25%                    |   |  |
| 20     | Non-Standard Working Hours Request-NEW (per hour)                          | \$ -                  | \$ 138.00              | \$ 97.00  | \$ 41.00   |

## BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.090 to address the proposed impact of the proposed adjustment to fees charged by the Air Quality Management Division of the Washoe County Health District, under the authority of the District Board of Health Regulations Governing Air Quality Management, of Section 030.300 through 030.335, Fees and Fee Schedule.

1. The following constitutes a description of the manner in which comment was solicited from affected businesses, a summary of their response and an explanation of the manner in which other interested persons may obtain a copy of the summary. (List all trade association or owners and officers of businesses likely to be affected by the proposed rule that have been consulted).

**Comments will be heard at the District Board of Health public hearing on February 28, 2013. A Public Hearing Notice was published in the Reno Gazette-Journal per Nevada Open Meeting Law. The Air Quality Management Division has solicited comments via a mailing to affected contractors, permitted sources, asbestos abatement contractors, title companies, and woodstove inspectors indicating the changes to the fee schedule.**

2. The estimated economic effect of the proposed rule on the businesses which it is to regulate, including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:

**Adverse Effects: The proposed fee schedule includes increases that will result in increased costs for individuals or businesses requesting: Asbestos Assessment Plan Reviews, and Notification of Asbestos Application/Removal Fees.**

**Beneficial Effects: The modified fee schedule represents more accurately the actual costs incurred by the Air Quality Management Division for services performed by staff in the Asbestos Program. The costs to businesses requesting Asbestos Assessment Plan Reviews, and Notification of Asbestos Application/Removal Fees will be increased.**

**Direct Effects: The Air Quality Management Division will assess and collect fees from individuals or businesses requesting services from the Asbestos program. These fees will reflect current costs for providing those services.**

**Indirect Effects: The additional expense or savings realized from the change in fees may be passed on to the end consumer.**



3. The following constitutes a description of the methods that Washoe County Health District considered to reduce the impact of the proposed rule on businesses and a statement regarding whether any, and if so which, of these methods were used: (Include whether the following was considered: simplifying the proposed rule; establishing different standards of compliance for a business; and if applicable, modifying a fee or fine set forth in the rule so that a business could pay a lower fee or fine).

**Prior to preparing the modified fee schedule, a review of the length of time associated with asbestos program activities (including plan reviews, field inspection, and completing the necessary documentation) was conducted by Air Quality Specialists. The proposed fee schedule reflects current costs for these services.**

4. Washoe County Health District estimates that the annual cost to the County for enforcement of the proposed rule is:

**There will be no additional cost to the County due to the modified fee schedule. The Asbestos program currently charges a permit/review fee. The revisions will reflect increases to fees for activities that are currently being performed. The Health District will have increased revenues in the approximate amount of \$73,288 annually (\$21,708-Asbestos Assessment Plan Reviews; \$4,824-Non-NESHAP Demolition; \$2,368-260<520 Linear ft; \$7,848-520<1000 Linear ft; \$31,434- > 1000 Linear ft; \$5,106-Facility Annual Notification.**

5. (If applicable, provide the following): The proposed rule provides a new fee or increases an existing fee and the total annual amount Washoe County Health District expects to receive is:

**Not applicable.**

The money generated by the new fee or increase in existing fee, will be used by the Health District to:

**Not applicable.**

6. (If applicable, provide the following): The proposed rule includes provisions which duplicate or are more stringent than federal, state or local standards regulating the same activity. The following explains why such duplicative or more stringent provisions are necessary.

**Not applicable.**

## BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.090 to address the proposed impact of the proposed adjustment to fees charged by the Air Quality Management Division of the Washoe County Health District, under the authority of the District Board of Health Regulations Governing Air Quality Management, of Section 030.300 through 030.335, Fees and Fee Schedule.

1. The following constitutes a description of the manner in which comment was solicited from affected businesses, a summary of their response and an explanation of the manner in which other interested persons may obtain a copy of the summary. (List all trade association or owners and officers of businesses likely to be affected by the proposed rule that have been consulted).

**Comments will be heard at the District Board of Health public hearing on February 28, 2013. A Public Hearing Notice was published in the Reno Gazette-Journal per Nevada Open Meeting Law. The Air Quality Management Division has solicited comments via a mailing to affected contractors, permitted sources, asbestos abatement contractors, title companies, and woodstove inspectors indicating the changes to the fee schedule.**

2. The estimated economic effect of the proposed rule on the businesses which it is to regulate, including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:

**Adverse Effects: The proposed fee schedule includes increases that will result in increased costs for individuals or businesses requesting: Dust Control Plan Reviews.**

**Beneficial Effects: The modified fee schedule represents more accurately the actual costs incurred by the Air Quality Management Division for services performed by staff in the Dust Control program. The costs to businesses requesting Dust Control Plan Review Fees will be reduced.**

**Direct Effects: The individuals or businesses requesting services from the Dust Control program will be charged an amount that reflects the current cost for services being performed.**

**Indirect Effects: The additional expense or savings realized from the change in fees may be passed on to the end consumer.**

3. The following constitutes a description of the methods that Washoe County Health District considered to reduce the impact of the proposed rule on businesses and a statement regarding whether any, and if so which, of these methods were used: (Include whether the following was considered: simplifying the proposed rule; establishing different standards of compliance for a business; and if applicable, modifying a fee or fine set forth in the rule so that a business could pay a lower fee or fine).

**Prior to preparing the modified fee schedule, a review of the methodology and length of time associated with dust control plan activities (including plan review, evaluation of control measures, and the number of field visits needed) was conducted by Engineers, Air Quality Specialists and an Air Quality Supervisor. The proposed fee schedule reflects current costs for these services.**

4. Washoe County Health District estimates that the annual cost to the County for enforcement of the proposed rule is:

**There will be no additional cost to the County due to the modified fee schedule. The Dust Control program currently charges a review fee. The revisions will reflect increases to fees for activities that are currently being performed. The Health District will have increased revenues in the amount of \$71,119.**

5. (If applicable, provide the following): The proposed rule provides a new fee or increases an existing fee and the total annual amount Washoe County Health District expects to receive is:

**Not applicable.**

The money generated by the new fee or increase in existing fee, will be used by the Health District to:

**Not applicable.**

6. (If applicable, provide the following): The proposed rule includes provisions which duplicate or are more stringent than federal, state or local standards regulating the same activity. The following explains why such duplicative or more stringent provisions are necessary.

**Not applicable.**

## BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.090 to address the proposed impact of the proposed adjustment to fees charged by the Air Quality Management Division of the Washoe County Health District, under the authority of the District Board of Health Regulations Governing Air Quality Management, of Section 030.300 through 030.335, Fees and Fee Schedule.

1. The following constitutes a description of the manner in which comment was solicited from affected businesses, a summary of their response and an explanation of the manner in which other interested persons may obtain a copy of the summary. (List all trade association or owners and officers of businesses likely to be affected by the proposed rule that have been consulted).

**Comments will be heard at the District Board of Health public hearing on February 28, 2013. A Public Hearing Notice was published in the Reno Gazette-Journal per Nevada Open Meeting Law. The Air Quality Management Division has solicited comments via a mailing to affected contractors, permitted sources, asbestos abatement contractors, title companies, and woodstove inspectors indicating the changes to the fee schedule.**

2. The estimated economic effect of the proposed rule on the businesses which it is to regulate, including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:

**Adverse Effects: No adverse effects have been identified related to costs for individuals or businesses that do not pay within the 30 day invoice schedule.**

**Beneficial Effects: The late fee amount is directly proportionate to the annual permit to operate fee. The fee is 25% of the total fee due.**

**Direct Effects: The individuals or businesses receiving services from the Air Quality Management Division will be charged a fee for paying late.**

**Indirect Effects: The additional expense realized from the change in fees may be passed on to the end consumer.**

3. The following constitutes a description of the methods that Washoe County Health District considered to reduce the impact of the proposed rule on businesses and a statement regarding whether any, and if so which, of these methods were used: (Include whether the following was considered: simplifying the proposed rule; establishing different standards of compliance for a business; and if applicable, modifying a fee or fine set forth in the rule so that a business could pay a lower fee or fine).

**The proposed late fee will impact those businesses that choose not to pay the permit to operate fees on time. Since the late fee is calculated as a percentage of the permit fee, the anticipated late fees incurred by individuals or businesses will likely be more as permit fees have increased.**

4. Washoe County Health District estimates that the annual cost to the County for enforcement of the proposed rule is:

**There will be no additional cost to the County due to the modified fee schedule. The Air Quality Management division currently assesses a late fee equal to 25% of the annual permit amount.**

5. (If applicable, provide the following): The proposed rule provides a new fee or increases an existing fee and the total annual amount Washoe County Health District expects to receive is:

**Not applicable.**

The money generated by the new fee, or increase in existing fee, will be used by the Health District to:

**Not applicable.**

6. (If applicable, provide the following): The proposed rule includes provisions which duplicate or are more stringent than federal, state or local standards regulating the same activity. The following explains why such duplicative or more stringent provisions are necessary.

**Not applicable.**

## BUSINESS IMPACT STATEMENT

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1. The following constitutes a description of the manner in which comment was solicited from affected businesses, a summary of their response and an explanation of the manner in which other interested persons may obtain a copy of the summary. (List all trade association or owners and officers of businesses likely to be affected by the proposed rule that have been consulted).

**Comments will be heard at the District Board of Health public hearing on February 28, 2013. A Public Hearing Notice was published in the Reno Gazette-Journal per Nevada Open Meeting Law. The Air Quality Management Division has solicited comments via a mailing to affected contractors, permitted sources, asbestos abatement contractors, title companies, and woodstove inspectors indicating the changes to the fee schedule.**

2. The estimated economic effect of the proposed rule on the businesses which it is to regulate, including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:

**Adverse Effects: The proposed fee schedule includes increases costs for individuals or businesses being certified as Neutral Inspectors.**

**Beneficial Effects: The modified fee schedule represents more accurately the actual costs incurred by the Air Quality Management Division for services performed by staff. The costs to individuals or businesses being certified as Neutral Inspectors will be reduced.**

**Direct Effects: The individuals or businesses being trained as Neutral Inspectors will be charged an amount that reflects the current cost for services being performed.**

**Indirect Effects: The additional expense or savings realized from the change in fees may be passed on to the end consumer.**

3. The following constitutes a description of the methods that Washoe County Health District considered to reduce the impact of the proposed rule on businesses and a statement regarding whether any, and if so which, of these methods were used: (Include whether the following was considered: simplifying the proposed rule; establishing different standards of compliance for a business; and if applicable, modifying a fee or fine set forth in the rule so that a business could pay a lower fee or fine).

**Prior to preparing the modified fee schedule, a review of the methodology and length of time associated with processing and training applicants was conducted by the Division Director and the Air Quality Supervisor. The proposed fee schedule reflects current costs for these services.**

4. Washoe County Health District estimates that the annual cost to the County for enforcement of the proposed rule is:

**There will be no additional cost to the County due to the modified fee schedule. The Air Quality Management Division currently trains inspectors and charges a registration fee. The revisions reflect decreases to fees for activities currently being performed. The Health District will have decreased revenues in the approximate amount of \$246 as a result of the proposed increases in fees related to Neutral Inspector certification.**

5. (If applicable, provide the following): The proposed rule provides a new fee or increases an existing fee and the total annual amount Washoe County Health District expects to receive is:

**Not applicable.**

The money generated by the new fee or increase in existing fee, will be used by the Health District to:

**Not applicable.**

6. (If applicable, provide the following): The proposed rule includes provisions which duplicate or are more stringent than federal, state or local standards regulating the same activity. The following explains why such duplicative or more stringent provisions are necessary.

**Not applicable.**

## BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.090 to address the proposed impact of the proposed adjustment to fees charged by the Air Quality Management Division of the Washoe County Health District, under the authority of the District Board of Health Regulations Governing Air Quality Management, of Section 030.300 through 030.335, Fees and Fee Schedule.

1. The following constitutes a description of the manner in which comment was solicited from affected businesses, a summary of their response and an explanation of the manner in which other interested persons may obtain a copy of the summary. (List all trade association or owners and officers of businesses likely to be affected by the proposed rule that have been consulted).

**Comments will be heard at the District Board of Health public hearing on February 28, 2013. A Public Hearing Notice was published in the Reno Gazette-Journal per Nevada Open Meeting Law. The Air Quality Management Division has solicited comments via a mailing to affected contractors, permitted sources, asbestos abatement contractors, title companies, and woodstove inspectors indicating the changes to the fee schedule.**

2. The estimated economic effect of the proposed rule on the businesses which it is to regulate, including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:

**Adverse Effects: The proposed fee schedule includes increases that will result in increased costs for individuals or businesses requesting: Plan Reviews.**

**Beneficial Effects: The modified fee schedule represents more accurately the actual costs incurred by the Air Quality Management Division for services performed by staff.**

**Direct Effects: The Air Quality Management Division will assess and collect fees from businesses for plan reviews. These fees will reflect current costs for providing those services. The costs to individuals or businesses requesting plan review activity will be increased.**

**Indirect Effects: The additional expense or savings realized from the change in fees may be passed on to the end consumer.**



3. The following constitutes a description of the methods that Washoe County Health District considered to reduce the impact of the proposed rule on businesses and a statement regarding whether any, and if so which, of these methods were used: (Include whether the following was considered: simplifying the proposed rule; establishing different standards of compliance for a business; and if applicable, modifying a fee or fine set forth in the rule so that a business could pay a lower fee or fine).

**Prior to preparing the modified fee schedule, a review of the methodology and length of time associated with processing and training applicants was conducted by the Division Director and the Air Quality Supervisor.**

4. Washoe County Health District estimates that the annual cost to the County for enforcement of the proposed rule is:

**There will be no additional cost to the County due to the modified fee schedule. The Plan Review program currently charges a review fee. The revisions will reflect increases to fees for activities currently being performed. The Health District will have net increased revenues in the approximate amount of \$28,026 annually (\$1,120-Plan Review-Fuel Burning Equipment Only; \$14,560-Plan Review <100 tons per year; \$4,666-Synthetic Minor Plan Review<100 tons per year; \$ unknown-Plan Review-> 100 tons per year; \$7,488-Building Plan Review; \$192-Geothermal Well) as a result of the proposed increases in fees related to Plan Reviews.**

5. (If applicable, provide the following): The proposed rule provides a new fee or increases an existing fee and the total annual amount Washoe County Health District expects to receive is:

**Not applicable.**

The money generated by the new fee or increase in existing fee, will be used by the Health District to:

**Not applicable.**

6. (If applicable, provide the following): The proposed rule includes provisions which duplicate or are more stringent than federal, state or local standards regulating the same activity. The following explains why such duplicative or more stringent provisions are necessary.

**Not applicable.**

## BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.090 to address the proposed impact of the proposed adjustment to fees charged by the Air Quality Management Division of the Washoe County Health District, under the authority of the District Board of Health Regulations Governing Air Quality Management, of Section 030.300 through 030.335, Fees and Fee Schedule.

1. The following constitutes a description of the manner in which comment was solicited from affected businesses, a summary of their response and an explanation of the manner in which other interested persons may obtain a copy of the summary. (List all trade association or owners and officers of businesses likely to be affected by the proposed rule that have been consulted).

**Comments will be heard at the District Board of Health public hearing on February 28, 2013. A Public Hearing Notice was published in the Reno Gazette-Journal per Nevada Open Meeting Law. The Air Quality Management Division has solicited comments via a mailing to affected contractors, permitted sources, asbestos abatement contractors, title companies, and woodstove inspectors indicating the changes to the fee schedule.**

2. The estimated economic effect of the proposed rule on the businesses which it is to regulate, including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:

**Adverse Effects: The proposed fee schedule includes increases that will result in increased costs for individuals or businesses requesting: Stationary Source permits.**

**Beneficial Effects: The modified fee schedule represents more accurately the actual costs incurred by the Air Quality Management Division for services performed by staff.**

**Direct Effects: The Air Quality Management Division will assess and collect fees from businesses that are required to have Stationary Source permits. These fees will reflect current costs for providing those services.**

**Indirect Effects: The additional expense or savings realized from the change in fees may be passed on to the end consumer.**

3. The following constitutes a description of the methods that Washoe County Health District considered to reduce the impact of the proposed rule on businesses and a statement regarding whether any, and if so which, of these methods were used: (Include whether the following was considered: simplifying the proposed rule; establishing different standards of compliance for a business; and if applicable, modifying a fee or fine set forth in the rule so that a business could pay a lower fee or fine).

**Prior to preparing the modified fee schedule, a review of the length of time associated with stationary source permitting program activities was conducted. The proposed fee schedule reflects current costs for these services.**

4. Washoe County Health District estimates that the annual cost to the County for enforcement of the proposed rule is:

**There will be no additional cost to the County due to the modified fee schedule. The Stationary Source permitting program currently charges a permit fee. The Health District will have increased revenues in the approximate amount of \$139,297 annually (\$5,143-Stationary Source Toxic Permit; \$30,368-Gasoline Service Station Permit; \$40,432-Small Stationary Source Operating Permit; \$63,016-Stationary Source Operating Permit; \$110-Operating Permit Transfer Fee; \$228-Variance Request) as a result of the proposed increases in fees related to Stationary Sources.**

5. (If applicable, provide the following): The proposed rule provides a new fee or increases an existing fee and the total annual amount Washoe County Health District expects to receive is:

**Not applicable.**

The money generated by the new fee or increase in existing fee, will be used by the Health District to:

**Not applicable.**

6. (If applicable, provide the following): The proposed rule includes provisions which duplicate or are more stringent than federal, state or local standards regulating the same activity. The following explains why such duplicative or more stringent provisions are necessary.

**Not applicable.**

## BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.090 to address the proposed impact of the proposed adjustment to fees charged by the Air Quality Management Division of the Washoe County Health District, under the authority of the District Board of Health Regulations Governing Air Quality Management, of Section 030.300 through 030.335, Fees and Fee Schedule.

1. The following constitutes a description of the manner in which comment was solicited from affected businesses, a summary of their response and an explanation of the manner in which other interested persons may obtain a copy of the summary. (List all trade association or owners and officers of businesses likely to be affected by the proposed rule that have been consulted).

**Comments will be heard at the District Board of Health public hearing on February 28, 2013. A Public Hearing Notice was published in the Reno Gazette-Journal per Nevada Open Meeting Law. The Air Quality Management Division has solicited comments via a mailing to affected contractors, permitted sources, asbestos abatement contractors, title companies, and woodstove inspectors indicating the changes to the fee schedule.**

2. The estimated economic effect of the proposed rule on the businesses which it is to regulate, including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:

**Adverse Effects: The proposed fee schedule includes increases that will result in increased costs for inspectors who verify that a residence is in compliance with the regulations.**

**Beneficial Effects: The modified fee schedule more accurately represents actual costs incurred by the Air Quality Management Division for services performed by staff in the Woodstove Compliance program.**

**Direct Effects: The individuals or businesses requesting services from the Woodstove Compliance program will be charged an amount that reflects the current cost for services being performed.**

**Indirect Effects: The Air Quality Management Division reviewed the fees charged for the forms used by the independent inspectors and the woodstove dealers to report compliance with the regulations.**

3. The following constitutes a description of the methods that Washoe County Health District considered to reduce the impact of the proposed rule on businesses and a statement regarding whether any, and if so which, of these methods were used: (Include whether the following was considered: simplifying the proposed rule; establishing different standards of compliance for a business; and if applicable, modifying a fee or fine set forth in the rule so that a business could pay a lower fee or fine).

**Prior to preparing the modified fee schedule, a review of the cost of forms and the length of time associated with woodstove compliance activities (including**

**processing applications) was conducted by the Division Director and Air Quality Supervisor.**

4. Washoe County Health District estimates that the annual cost to the County for enforcement of the proposed rule is:

**There will be no additional cost to the County due to the modified fee schedule. The Woodstove Compliance program currently charges a fee. The revisions will reflect increases to fees for activities that are currently being performed. The Health District will have increased revenues in the approximate amount of \$54,962 (\$14,750-Woodstove Certificates; \$40,212-Woodstove NOE) annually**

5. (If applicable, provide the following): The proposed rule provides a new fee or increases an existing fee and the total annual amount Washoe County Health District expects to receive is:

**Not applicable.**

6. (If applicable, provide the following): The proposed rule includes provisions which duplicate or are more stringent than federal, state or local standards regulating the same activity. The following explains why such duplicative or more stringent provisions are necessary.

**Not applicable.**

**Washoe County Health District  
Proposed Fee Schedule  
Effective Date: July 1, 2013**

**Community & Clinical Health Services**

| Page # | Description  | Current Fee<br>7/1/12 | Proposed Fee<br>7/1/13 | Health District<br>Direct &<br>Indirect<br>Costs | County<br>Indirect<br>(included in<br>proposed<br>fee) |
|--------|--|-----------------------|------------------------|--|--|
| 1      | Day Care Facility Employee Training                        | \$ 24.00              | \$ 53.00               | \$ 38.00   | \$ 15.00   |
| 2      | Day Care Facility Employee Re-Issue Certification          | \$ 6.00               | \$ 9.00                | \$ 6.00  | \$ 3.00  |
| 3      | First Offender Sexual Health Class                         | \$ 87.00              | \$ 127.00              | \$ 92.00   | \$ 35.00   |
| 4-b    | STD Visit - Low risk                                       | \$ 31.00              | \$ 50.00               | \$ 36.00   | \$ 14.00   |
| 4-b    | STD Exam - Limited   | \$ 53.00              | \$ 72.00               | \$ 52.00   | \$ 20.00   |
| 4-b    | STD Exam - Extended  | \$ 69.00              | \$ 93.00               | \$ 67.00   | \$ 26.00   |
| 4-b    | STD Exam - Comprehensive                                   | \$ 84.00              | \$ 115.00              | \$ 83.00   | \$ 32.00   |
| 5      | Tuberculosis Risk Assessment                               | \$ 26.00              | \$ 98.00               | \$ 71.00   | \$ 27.00   |
| 5      | Tuberculin Skin Test                                       | \$ 12.00              | \$ 22.00               | \$ 16.00   | \$ 6.00  |
| 5      | TST Reading  | \$ 26.00              | \$ 31.00               | \$ 22.00   | \$ 9.00  |
| 5      | Chest X-ray review by physician                            | \$ 14.00              | \$ 16.00               | \$ 11.00   | \$ 5.00  |
| 5      | Abnormal diagnostic results review                         | \$ 14.00              | \$ 16.00               | \$ 11.00   | \$ 5.00  |
| 5      | Abnormal chest X-ray review by physician                   | \$ 14.00              | \$ 16.00               | \$ 11.00   | \$ 5.00  |
| 5      | Office Visit - medication start                            | \$ 72.00              | \$ 78.00               | \$ 56.00   | \$ 22.00   |
| 5      | Office Visit - medication refill                           | \$ 19.00              | \$ 34.00               | \$ 25.00   | \$ 9.00  |
| 5      | Office Visit - (10)  | \$ 14.00              | \$ 16.00               | \$ 11.00   | \$ 5.00  |
| 5      | Office Visit - (20)  | \$ -                  | \$ 28.00               | \$ 20.00   | \$ 8.00  |
| 5      | Office Visit - DOT (10)                                    | \$ 12.00              | \$ 14.00               | \$ 10.00   | \$ 4.00  |
| 5      | Office Visit - DOT (15)                                    | \$ 17.00              | \$ 20.00               | \$ 15.00   | \$ 5.00  |
| 5      | Home Visit Services - (M-F)                                | \$ 48.00              | \$ 55.00               | \$ 40.00   | \$ 15.00   |
| 5      | Home Visit Services - (S-S & Holiday)                      | \$ 48.00              | \$ 55.00               | \$ 40.00   | \$ 15.00   |
| 5      | Home Visit Services - New patient/limited                  | \$ 41.00              | \$ 49.00               | \$ 35.00   | \$ 14.00   |
| 5      | Home Visit Services - New patient/extended                 | \$ 128.00             | \$ 149.00              | \$ 108.00  | \$ 41.00   |
| 5      | AFB Collection Education                                   | \$ 24.00              | \$ 28.00               | \$ -   | \$ 8.00  |
| 8      | New Patient Visit - APN                                    | \$ 33.00              | \$ 44.00               | \$ 32.00   | \$ 12.00   |
| 8      | New Patient Visit - RN                                     | \$ 29.00              | \$ 41.00               | \$ 30.00   | \$ 11.00   |
| 8      | New Patient Visit - WHC                                    | \$ 34.00              | \$ 51.00               | \$ 37.00   | \$ 14.00   |
| 8      | Established Patient Visit - Level I-APN                    | \$ 23.00              | \$ 23.00               | \$ 17.00   | \$ 6.00  |
| 8      | Established Patient Visit - Level I-RN                     | \$ 20.00              | \$ 31.00               | \$ 23.00   | \$ 8.00  |
| 8      | Established Patient Visit - Level II                       | \$ 34.00              | \$ 35.00               | \$ 26.00   | \$ 9.00  |
| 8      | Established Patient Visit - Level III                      | \$ -                  | \$ 43.00               | \$ 31.00   | \$ 12.00   |
| 8      | Established Patient Visit - Level IV                       | \$ -                  | \$ 59.00               | \$ 43.00   | \$ 16.00   |
| 8      | Established Patient Visit - Level V                        | \$ -                  | \$ 83.00               | \$ 60.00   | \$ 23.00   |
| 8      | Initial Comprehensive Preventative Med (age 12-17)         | \$ 53.00              | \$ 76.00               | \$ 55.00   | \$ 21.00   |
| 8      | Initial Comprehensive Preventative Med (age 18-39)         | \$ 47.00              | \$ 68.00               | \$ 49.00   | \$ 19.00   |
| 8      | Initial Comprehensive Preventative Med (age 40-64)         | \$ 47.00              | \$ 68.00               | \$ 49.00   | \$ 19.00   |
| 8      | Periodic Comprehensive Preventative Med (age 12-17)        | \$ 34.00              | \$ 51.00               | \$ 37.00   | \$ 14.00   |
| 8      | Periodic Comprehensive Preventative Med (age 18-39)        | \$ 29.00              | \$ 43.00               | \$ 31.00   | \$ 12.00   |
| 8      | Periodic Comprehensive Preventative Med (age 40-64)        | \$ 29.00              | \$ 43.00               | \$ 31.00   | \$ 12.00   |
| 8      | Counseling Code - APN (15-25 min)                          | \$ 40.00              | \$ 59.00               | \$ 43.00   | \$ 16.00   |
| 8      | Counseling Code - RN (15-25 min)                           | \$ 33.00              | \$ 49.00               | \$ 36.00   | \$ 13.00   |
| 8      | Counseling Code - APN (30-40 min)                          | \$ 57.00              | \$ 83.00               | \$ 60.00   | \$ 23.00   |
| 8      | Counseling Code - RN (30-40 min)                           | \$ 47.00              | \$ 68.00               | \$ 50.00   | \$ 18.00   |
| 8      | Counseling Code - APN (45-55 min)                          | \$ 75.00              | \$ 107.00              | \$ 78.00   | \$ 29.00   |
| 8      | Counseling Code - RN (45-55 min)                           | \$ 60.00              | \$ 86.00               | \$ 63.00   | \$ 23.00   |
| 8      | Counseling Code - RN (60 min or longer)                    | \$ 64.00              | \$ 92.00               | \$ 67.00   | \$ 25.00   |
| 9      | Vasectomy Counseling                                       | \$ 78.00              | \$ 109.00              | \$ 79.00   | \$ 30.00   |
| 9      | Procedure/treatment Recheck                                | \$ 10.00              | \$ 19.00               | \$ 14.00   | \$ 5.00  |
| 9      | Courtesy Visit   | \$ -                  | \$ -                   | \$ -   | \$ -   |
| 9      | MD Visit   | \$ 52.00              | \$ 86.00               | \$ 63.00   | \$ 23.00   |
| 9      | MD Visit-Extended  | \$ 94.00              | \$ 119.00              | \$ 86.00   | \$ 33.00   |
| 9      | Contraceptive Implant Insertion (Nexplanon)                | \$ 44.00              | \$ 65.00               | \$ 48.00   | \$ 17.00   |
| 9      | Contraceptive Implant Removal (Nexplanon)                  | \$ 27.00              | \$ 42.00               | \$ 32.00   | \$ 10.00   |
| 9      | Contraceptive Implant Removal with Reinsertion (Nexplanon) | \$ 44.00              | \$ 65.00               | \$ 48.00   | \$ 17.00   |
| 9      | IUD Removal  | \$ 29.00              | \$ 43.00               | \$ 31.00   | \$ 12.00   |
| 9      | IUD Insert - Paragard                                      | \$ 55.00              | \$ 64.00               | \$ 48.00   | \$ 16.00   |
| 9      | Wart Treatment   | \$ 29.00              | \$ 43.00               | \$ 31.00   | \$ 12.00   |

**Washoe County Health District  
Proposed Fee Schedule  
Effective Date: July 1, 2013**

**Community & Clinical Health Services**

| Page # | Description                           | Current Fee<br>7/1/12 | Proposed Fee<br>7/1/13 | Health District<br>Direct &<br>Indirect<br>Costs | County<br>Indirect<br>(included in<br><u>proposed</u><br>fee) |
|--------|---------------------------------------|-----------------------|------------------------|--|---|
| 9      | IUD Insert - Mirena (private)         | \$ 56.00              | \$ 64.00               | \$ 48.00   | \$ 16.00  |
| 9      | IUD Insert - Mirena (ARCH Foundation) | \$ 56.00              | \$ 64.00               | \$ 48.00   | \$ 16.00  |

\* If the client completes the vasectomy process, \$452 is billed to the WCHD Family Planning program from Family Medicine Center. The client is subsequently billed for the cost based on application of the sliding fee schedule. Some clients complete the counseling but decide against going through with the procedure.

**Immunization Clinic Fee Schedule -Flu Eff. November 1, 2012 & January 21, 2013**

| Page #                         | Description                                       | Current Fee<br>7/1/12 | Proposed Fee<br>7/1/13 | Health District<br>Direct &<br>Indirect<br>Costs | County<br>Indirect<br>(included in<br><u>proposed</u><br>fee) |
|--------------------------------|---|-----------------------|------------------------|--|---|
| <b><u>VFC Eligible</u></b>     |   |                       |                        |  |   |
| 12                             | Routine Child Immunization (per shot)             | \$ 22.00              | \$ 22.00               | \$ 22.00   | \$ -  |
| <b><u>Non VFC Eligible</u></b> |   |                       |                        |  |   |
| 12                             | Influenza - Pediatric P-Free (6-35 months)        | \$ 36.00              | \$ 40.00               | \$ 33.00   | \$ 7.00   |
| 12                             | PCV13 - Pneumococcal 13-valent (Prevnar to age 5) | \$ 129.00             | \$ 146.00              | \$ 139.00  | \$ 7.00   |
| 12                             | RV - Rotorix (6-32 weeks)                         | \$ 104.00             | \$ 109.00              | \$ 102.00  | \$ 7.00   |
| 12                             | RV - Rotateq (6-32 weeks)                         | \$ 90.00              | \$ 98.00               | \$ 91.00   | \$ 7.00   |
| 12                             | HAV - Hepatitis A (age 1-18)                      | \$ 33.00              | \$ 38.00               | \$ 31.00   | \$ 7.00   |
| 12                             | HBV - Hepatitis B (child - through 19)            | \$ 30.00              | \$ 35.00               | \$ 28.00   | \$ 7.00   |
| 12                             | DTaP - Daptacel                                   | \$ 44.00              | \$ 51.00               | \$ 44.00   | \$ 7.00   |
| 12                             | DTaP - Infanrix                                   | \$ 35.00              | \$ 40.00               | \$ 33.00   | \$ 7.00   |
| 12                             | DTaP - HBV-IPV - Pediarix                         | \$ 70.00              | \$ 75.00               | \$ 68.00   | \$ 7.00   |
| 12                             | DTaP - IPV - Kinrix                               | \$ 53.00              | \$ 58.00               | \$ 51.00   | \$ 7.00   |
| 12                             | DTaP - Hib-IPV - Pentacel                         | \$ 96.00              | \$ 106.00              | \$ 99.00   | \$ 7.00   |
| 12                             | HAV - Hepatitis A - Havrix                        | \$ 42.00              | \$ 47.00               | \$ 40.00   | \$ 7.00   |
| 12                             | HAV-HBV - Hepatitis A-Hepatitis B (Twinrix adult) | \$ 64.00              | \$ 69.00               | \$ 62.00   | \$ 7.00   |
| 12                             | HBIG - Hepatitis B Immune Globulin (per cc)       | \$ 136.00             | \$ 126.00              | \$ 119.00  | \$ 7.00   |
| 12                             | HBV - Hepatitis B (Engerix-B adult)               | \$ 48.00              | \$ 53.00               | \$ 46.00   | \$ 7.00   |
| 12                             | Hib - PedvaxHIB                                   | \$ 43.00              | \$ 48.00               | \$ 41.00   | \$ 7.00   |
| 12                             | Hib - ActHIB                                      | \$ 44.00              | \$ 51.00               | \$ 44.00   | \$ 7.00   |
| 12                             | HPV - Human Papillomavirus (Gardasil age 9-26)    | \$ 150.00             | \$ 156.00              | \$ 149.00  | \$ 7.00   |
| 12                             | IG - Immune Globulin                              | \$ 38.00              | \$ 40.00               | \$ 33.00   | \$ 7.00   |
| 12                             | Influenza - Intranasal (age 5-49)                 | \$ 46.00              | \$ 50.00               | \$ 43.00   | \$ 7.00   |
| 12                             | Influenza (age 3 & older)                         | \$ <b>28.00</b>       | \$ <b>28.00</b>        | \$ 28.00   | \$ -  |
| 12                             | Influenza (age 18 & older)                        | \$ <b>28.00</b>       | \$ <b>28.00</b>        | \$ 28.00   | \$ -  |
| 12                             | Influenza - Intradermal                           | \$ 38.00              | \$ 41.00               | \$ 34.00   | \$ 7.00   |
| 12                             | IPV - Polio (adult)                               | \$ 45.00              | \$ 52.00               | \$ 45.00   | \$ 7.00   |
| 12                             | MCV - Meningococcal (Menactra age 11-55)          | \$ 121.00             | \$ 135.00              | \$ 128.00  | \$ 7.00   |
| 12                             | MMR - Measles-Mumps-Rubella (adult)               | \$ 69.00              | \$ 77.00               | \$ 70.00   | \$ 7.00   |
| 12                             | MMRV - Proquad                                    | \$ 149.00             | \$ 154.00              | \$ 147.00  | \$ 7.00   |
| 12                             | MPSV - Meningococcal (Menomune age 3 & older)     | \$ 123.00             | \$ 142.00              | \$ 135.00  | \$ 7.00   |
| 12                             | PPV-23 - Pneumococcal (Pneumovax age 2 & older)   | \$ <b>70.00</b>       | \$ <b>70.00</b>        | \$ 70.00   | \$ -  |
| 12                             | TD - Tetanus-Diphtheria - Decavac                 | \$ 40.00              | \$ 45.00               | \$ 38.00   | \$ 7.00   |
| 12                             | TDaP - Tetanus, Diphtheria & Acellular Pertussis  | \$ 58.00              | \$ 65.00               | \$ 58.00   | \$ 7.00   |
| 12                             | TDaP - Tetanus, Diphtheria & Acellular Pertussis  | \$ 46.00              | \$ 63.00               | \$ 56.00   | \$ 7.00   |
| 12                             | VZV - Varicella (Varivax)                         | \$ 101.00             | \$ 112.00              | \$ 105.00  | \$ 7.00   |
| 13                             | Laboratory/Outpatient Fee Schedule                | See attached schedule |                        |  |   |
| 14 & 15                        | Pharmaceutical Fee Schedule                       | See attached schedule |                        |  |   |

**Fees in bold are determined by verbal agreements with other providers in the community.**

Note: Fees may be adjusted throughout the year to match increases/decreases by vendors supplying vaccine.

**Washoe County Health District  
Proposed Fee Schedule  
Effective Date: July 1, 2013**

**Environmental Health Services**

| Page #                                    | Description   | Current Fee          | Proposed Fee 7/1/13 | Health District Direct & Indirect Costs | County Indirect (included in proposed fee) |
|---|---|----------------------|---------------------|---|--|
| 1   | Information Technology (IT) Overlay   | \$ 14.00             | \$ 4.00             | \$ 4.00                                 | \$ -                                       |
| <b>Development Review</b>                 |   |                      |                     |   |  |
| 2   | Change of Land Use  | \$ 164.00            | \$ 241.00           | \$ 169.00                               | \$ 72.00                                   |
| 3   | Minor/Major Special Use Permit Review/Development Agreement                 | \$ 219.00            | \$ 329.00           | \$ 231.00                               | \$ 98.00                                   |
| 4   | Parcel Map Review - Sewer Available   | \$ 293.00            | \$ 446.00           | \$ 312.00                               | \$ 134.00                                  |
| 4   | Parcel Map Review - Sewer Not Available                                     | \$ 671.00            | \$ 1,048.00         | \$ 732.00                               | \$ 316.00                                  |
| 5   | Special Use Permit Conditions Inspection                                    |                      | calculated/         |   |  |
| 6   | Tentative Subdivision Review - Sewer Available                              | \$ 329.00            | permit              | \$ 354.00                               | 28.67%<br>\$ 151.00                        |
| 6   | Tentative Subdivision Review - Sewer Not Available                          | \$ 908.00            | \$ 1,373.00         | \$ 959.00                               | \$ 414.00                                  |
| 6   | Amended or Lapsed Subdivision - Sewer Available                             | \$ 329.00            | \$ 505.00           | \$ 354.00                               | \$ 151.00                                  |
| 6   | Amended or Lapsed Subdivision - Sewer Not Available                         | \$ 908.00            | \$ 1,373.00         | \$ 959.00                               | \$ 414.00                                  |
| 7   | Final Map Review  | \$ 219.00            | \$ 329.00           | \$ 231.00                               | \$ 98.00                                   |
| 8   | Community Development Application Review                                    | \$ 72.00             | \$ 95.00            | \$ 68.00                                | \$ 27.00                                   |
| <b>Construction Plan Review</b>           |   |                      |                     |   |  |
| 9   | Food Service Establishment Construction-Quick Start                         | \$ 30.00             | \$ 49.00            | \$ 36.00                                | \$ 13.00                                   |
|   | Food Service Establishment Construction-Plan Review                         |                      |                     |   |  |
| 10  |   | 'Base Fee' \$ 121.00 | \$ 160.00           | \$ 113.00                               | \$ 47.00                                   |
| 10-a                                      | Project less than 1,000 square feet   | \$ 117.00            | \$ 176.00           | \$ 124.00                               | \$ 52.00                                   |
| 10-a                                      | Project 1,000 to 2,999 square feet  | \$ 163.00            | \$ 243.00           | \$ 171.00                               | \$ 72.00                                   |
| 10-a                                      | Project 3,000 or greater square feet  | \$ 239.00            | \$ 354.00           | \$ 248.00                               | \$ 106.00                                  |
| 11  | Food Service Establishment Construction Remodel Plan Review-'Base Fee'      | \$ 121.00            | \$ 160.00           | \$ 113.00                               | \$ 47.00                                   |
| 11-a                                      | Food Service Establishment Construction Remodel Plan Review                 | \$ 102.00            | \$ 154.00           | \$ 109.00                               | \$ 45.00                                   |
| 12  | Facility Construction Revised Plan Review-Land Dev. Group                   | \$ 135.00            | \$ 190.00           | \$ 134.00                               | \$ 56.00                                   |
| 13  | Facility Construction Revised Plan Review-Facility                          | \$ 113.00            | \$ 155.00           | \$ 109.00                               | \$ 46.00                                   |
| 14  | Hotel/Motel Plan Review - Engineering                                       | \$ 161.00            | \$ 238.00           | \$ 167.00                               | \$ 71.00                                   |
| 15  | Hotel/Motel Plan Review - Base Rate-Environmental                           | \$ 73.00             | \$ 97.00            | \$ 69.00                                | \$ 28.00                                   |
| 15  | Hotel/Motel Plan Review - Per Room Charge-Environmental                     | \$ 5.00              | \$ 8.00             | \$ 6.00                                 | \$ 2.00                                    |
| 16  | Mobile Home/Recreational Vehicle Park Plan Review                           | \$ 345.00            | \$ 531.00           | \$ 372.00                               | \$ 159.00                                  |
| 17  | Recreational Vehicle Dump Station Permit to Construct                       | \$ 161.00            | \$ 238.00           | \$ 167.00                               | \$ 71.00                                   |
| 18  | General Environmental Health Services Construction Plan Review-Land Dev.    | \$ 109.00            | \$ 153.00           | \$ 108.00                               | \$ 45.00                                   |
| 19  | Sewage Disposal - On Site Construction Permit (per/bldg)                    | \$ 572.00            | \$ 886.00           | \$ 619.00                               | \$ 267.00                                  |
| 20  | Sewage Disposal - On Site Abandonment Permit                                | \$ 188.00            | \$ 270.00           | \$ 190.00                               | \$ 80.00                                   |
| 21  | Sewage Disposal - On Site System Advisory Inspection                        | \$ 157.00            | \$ 223.00           | \$ 157.00                               | \$ 66.00                                   |
| 22  | Sewage Disposal - On Site Re-inspection (Sewage)                            | \$ 103.00            | \$ 144.00           | \$ 102.00                               | \$ 42.00                                   |
| 22  | Sewage Disposal - On Site Re-inspection (Wells)                             | \$ 103.00            | \$ 144.00           | \$ 102.00                               | \$ 42.00                                   |
| 22  | Sewage Disposal - On Site Re-inspection (VA/FHA)                            | \$ 73.00             | \$ 97.00            | \$ 69.00                                | \$ 28.00                                   |
| 23  | Sewage Disposal - On Site Plan Review Only                                  | \$ 188.00            | \$ 270.00           | \$ 190.00                               | \$ 80.00                                   |
| 24  | Water Treatment Plant Construction Permit and Inspections >1000 Connections | \$ 1,527.00          | \$ 2,412.00         | \$ 1,684.00                             | \$ 728.00                                  |
| 24  | Water Treatment Plant Construction Permit and Inspections <1000 Connections | \$ 417.00            | \$ 654.00           | \$ 458.00                               | \$ 196.00                                  |
| 25  | Swimming Pool or Spa Construction Plan Review                               | \$ 491.00            | \$ 739.00           | \$ 517.00                               | \$ 222.00                                  |
| 26  | Swimming Pool or Spa Remodel Plan Review                                    | \$ 195.00            | \$ 284.00           | \$ 199.00                               | \$ 85.00                                   |
| 27  | Swimming Pool or Spa Construction Reinspection                              | \$ 128.00            | \$ 180.00           | \$ 127.00                               | \$ 53.00                                   |
| 28  | Water System Const. Plan Review - New Facility Community                    | \$ 396.00            | \$ 611.00           | \$ 427.00                               | \$ 184.00                                  |
| 28  | Water System Const. Plan Review - New Facility Non-Community                | \$ 249.00            | \$ 377.00           | \$ 264.00                               | \$ 113.00                                  |
| 29  | Water System Expansion or Modification - Community                          | \$ 267.00            | \$ 406.00           | \$ 284.00                               | \$ 122.00                                  |
| 29  | Water System Expansion or Modification - Non-Community                      | \$ 175.00            | \$ 246.00           | \$ 173.00                               | \$ 73.00                                   |
| 30  | Water Well Abandonment Permit   | \$ 259.00            | \$ 370.00           | \$ 259.00                               | \$ 111.00                                  |
| 30  | Water Well Construction Permit  | \$ 318.00            | \$ 459.00           | \$ 321.00                               | \$ 138.00                                  |
| 30-a                                      | New Replacement Well Construction/Abandonment of Existing Well              | \$ 377.00            | \$ 548.00           | \$ 384.00                               | \$ 164.00                                  |
| 22  | Water Well Construction Re-Inspection                                       | \$ 103.00            | \$ 144.00           | \$ 102.00                               | \$ 42.00                                   |
| <b>Food Service Establishment Permits</b> |   |                      |                     |   |  |
| 31  | Food Service Establishment-Application                                      | \$ 102.00            | \$ 136.00           | \$ 96.00                                | \$ 40.00                                   |
| 32-a                                      | Bakery Permit   | \$ 118.00            | \$ 160.00           | \$ 113.00                               | \$ 47.00                                   |
| 32-a                                      | Bar Permit  | \$ 118.00            | \$ 160.00           | \$ 113.00                               | \$ 47.00                                   |
| 32-a                                      | Delicatessen Permit   | \$ 133.00            | \$ 182.00           | \$ 128.00                               | \$ 54.00                                   |
| 32-a                                      | Food Manufacturing Permit   | \$ 133.00            | \$ 182.00           | \$ 128.00                               | \$ 54.00                                   |
| 32-a                                      | Grocery Store Permit  | \$ 118.00            | \$ 160.00           | \$ 113.00                               | \$ 47.00                                   |
| 32-a                                      | Meat Market Permit  | \$ 118.00            | \$ 160.00           | \$ 113.00                               | \$ 47.00                                   |
| 32-a                                      | Mobile Food Service Depot Permit  | \$ 103.00            | \$ 138.00           | \$ 98.00                                | \$ 40.00                                   |
| 32-a                                      | Mobile Food Service Permit  | \$ 103.00            | \$ 138.00           | \$ 98.00                                | \$ 40.00                                   |
| 32-a                                      | Pre-Packaged Food w/inspection Permit                                       | \$ 118.00            | \$ 160.00           | \$ 113.00                               | \$ 47.00                                   |



## Environmental Health Services

| Page #  | Description  | Current Fee                                      | Proposed Fee 7/1/13                              | Health District Direct & Indirect Costs | County Indirect (included in proposed fee) |
|---|--|--|--|---|--|
| 32-a  | Pre-packaged w/o inspection Permit   | \$ 29.00   | \$ 26.00   | \$ 19.00                                | \$ 7.00                                    |
| 32-a  | Restaurant Permit  | \$ 148.00  | \$ 204.00  | \$ 143.00                               | \$ 61.00                                   |
| 32-a  | Satellite Food Distribution Site Permit  | \$ 73.00   | \$ 93.00   | \$ 66.00                                | \$ 27.00                                   |
| 32-a  | School Kitchen Permit Permit   | \$ 252.00  | \$ 360.00  | \$ 306.00                               | \$ 54.00                                   |
| 32-a  | Snack Bar Permit   | \$ 118.00  | \$ 160.00  | \$ 113.00                               | \$ 47.00                                   |
| 32-a  | Support Kitchen Permit   | \$ 133.00  | \$ 182.00  | \$ 128.00                               | \$ 54.00                                   |
| 32-a  | Warehouse Permit   | \$ 118.00  | \$ 165.00  | \$ 118.00                               | \$ 47.00                                   |
| <b><u>Temporary Foods/Special Events Permits</u></b>  |  |  |  |   |  |
| 33  | 1-Day Event Permit   | \$ 44.00   | \$ 50.00   | \$ 36.00                                | \$ 14.00                                   |
| 33  | 2-Day Event Permit   | \$ 75.00   | \$ 95.00   | \$ 67.00                                | \$ 28.00                                   |
| 33  | 3-Day Event Permit   | \$ 87.00   | \$ 114.00  | \$ 81.00                                | \$ 33.00                                   |
| 33  | 4-7 Day Event Permit   | \$ 172.00  | \$ 241.00  | \$ 169.00                               | \$ 72.00                                   |
| 33  | 8-14 Day Event Permit  | \$ 325.00  | \$ 470.00  | \$ 329.00                               | \$ 141.00                                  |
| 33  | 1-7 Day Event Low Risk Permit  | \$ 44.00   | \$ 50.00   | \$ 36.00                                | \$ 14.00                                   |
| 33  | 8-14 Day Event Low Risk Permit   | \$ 81.00   | \$ 104.00  | \$ 74.00                                | \$ 30.00                                   |
| 33  | Non Profit 1-14 Days Permit  | \$ 25.00   | \$ 25.00   | \$ 25.00                                | \$ -                                       |
| 33  | Non-Profit Conditional Maximum Permit  | \$ 200.00  | \$ 200.00  | \$ 200.00                               | \$ -                                       |
| 33  | Cumulative Maximum Permit  | 3x Permit Fee                                    | 3x Permit Fee                                    |   |  |
| 33  | Late Fee   | Permit Fee;<br>Not to exceed \$100               | Permit Fee;<br>Not to exceed \$100               |   |  |
| 33  | Annual Farmer's Market Permit  | \$ 105.00  | \$ 141.00  | \$ 100.00                               | \$ 41.00                                   |
| 33  | Annual Sampling Permit   | \$ 105.00  | \$ 141.00  | \$ 100.00                               | \$ 41.00                                   |
| 33  | Promoters Fees   |  |  |   |  |
|   | Special Event Permit to Operate  | \$ 368.00  | \$ 533.00  | \$ 373.00                               | \$ 160.00                                  |
|   | Recurrent Special Event Permit to Operate  | \$ 526.00  | \$ 771.00  | \$ 539.00                               | \$ 232.00                                  |
| 33  | Reinspection   | Permit Fee;<br>Not to exceed original permit fee | Permit Fee;<br>Not to exceed original permit fee |   |  |
| <b><u>Food Protection Managers</u></b>  |  |  |  |   |  |
| 34  | Food Protection Instructor Examination Proctoring                                  | \$ 27.00   | \$ 44.00   | \$ 32.00                                | \$ 12.00                                   |
| 35  | Certificate and Photo ID Issuance & Renewal-Certified Food Protection Managers     | \$ 32.00   | \$ 31.00   | \$ 23.00                                | \$ 8.00                                    |
| 36  | Certificate/Photo ID Reissuance  | \$ 7.00  | \$ 10.00   | \$ 7.00                                 | \$ 3.00                                    |
| 37  | Food Protection Manager Reciprocity  | \$ 32.00   | \$ 31.00   | \$ 23.00                                | \$ 8.00                                    |
| 38  | Certificate and Photo ID Issuance & Renewal-Certified Food Protection Instructors* | \$ 271.00  | \$ 389.00  | \$ 273.00                               | \$ 116.00                                  |
| *Previous fee of \$0 was approved during regulation review and was not intended to be permanent; fee is assessed once every 5 years |  |  |  |   |  |
| <b><u>Permitted Facilities</u></b>  |  |  |  |   |  |
| 39  | Permitted Facilities Re-Inspection   | \$ 75.00   | \$ 95.00   | \$ 67.00                                | \$ 28.00                                   |
| 40  | Mobile Home or Recreational Vehicle Park Permit - 1-20 spaces                      | \$ 108.00  | \$ 145.00  | \$ 102.00                               | \$ 43.00                                   |
| 40  | Mobile Home or Recreational Vehicle Park Permit - 21-39 spaces                     | \$ 108.00  | \$ 145.00  | \$ 102.00                               | \$ 43.00                                   |
| 40  | Mobile Home or Recreational Vehicle Park Permit - 40 or more spaces                | \$ 128.00  | \$ 175.00  | \$ 123.00                               | \$ 52.00                                   |
| 17  | RV Dump Station Annual Permit  | \$ 75.00   | \$ 97.00   | \$ 69.00                                | \$ 28.00                                   |
| 41  | Swimming Pools/Spas - Operation Permit (seasonal & annual combined)                | \$ 147.00  | \$ 255.00  | \$ 176.00                               | \$ 79.00                                   |
| 42  | Swimming Pools/Spas - Operation Reinspection Fee-NEW                               | \$ -   | \$ 93.00   | \$ 66.00                                | \$ 27.00                                   |
| 43  | Certificate and Photo ID Issuance & Renewal-Certified Pool Operators-NEW           | \$ -   | \$ 25.00   | \$ 19.00                                | \$ 6.00                                    |
| 44  | Child Care Inspection  | \$ 88.00   | \$ 115.00  | \$ 81.00                                | \$ 34.00                                   |
| <b><u>Variances</u></b>   |  |  |  |   |  |
| 45  | Swimming Pools Variance Request (Construction)                                     | \$ 510.00  | \$ 783.00  | \$ 548.00                               | \$ 235.00                                  |
| 47  | Well Construction Variance Request (Construction)                                  | \$ 559.00  | \$ 852.00  | \$ 596.00                               | \$ 256.00                                  |
| 48  | Mobile Home/Recreational Vehicle Park Variance (Construction)                      | \$ 473.00  | \$ 724.00  | \$ 506.00                               | \$ 218.00                                  |
| 49  | On-Site Subdivision Variance   | \$ 816.00  | \$ 1,263.00                                      | \$ 883.00                               | \$ 380.00                                  |
| 49  | Sewage Disposal - On Site Variance Request   | \$ 816.00  | \$ 1,263.00                                      | \$ 883.00                               | \$ 380.00                                  |
| 50  | Food Service Variance (Permitted Facility)   | \$ 323.00  | \$ 466.00  | \$ 326.00                               | \$ 140.00                                  |
| 51  | General Variance Request   | \$ 247.00  | \$ 365.00  | \$ 256.00                               | \$ 109.00                                  |
| <b><u>Waste Management</u></b>  |  |  |  |   |  |
| 52  | Solid Waste System Plan Review   | \$ 283.00  | \$ 434.00  | \$ 304.00                               | \$ 130.00                                  |
| 53  | Waste Release Permit - Grease Trap & Asbestos Release                              | \$ 40.00   | \$ 53.00   | \$ 38.00                                | \$ 15.00                                   |
|   |  | + \$5<br>cust<br>slip                            |  | + \$5<br>cust<br>slip                   |  |
| 53  | Waste Release Permit - Sandoil Separator Release                                   | \$ 49.00   | \$ 69.00   | \$ 49.00                                | \$ 20.00                                   |
|   |  | + \$5<br>cust<br>slip                            |  | + \$5<br>cust<br>slip                   |  |
| 53  | Waste Release Permit - Non-Hazardous Special Waste Release                         | \$ 65.00   | \$ 92.00   | \$ 65.00                                | \$ 27.00                                   |
|   |  | slip   | slip   |   |  |

## Environmental Health Services

| Page #               | Description   | Current Fee | Proposed Fee 7/1/13 | Health District Direct & Indirect Costs | County Indirect (included in proposed fee) |
|----------------------|---|-------------|---------------------|---|--|
| 53                   | Waste Release Permit - Each Custody Record  | \$ 1.00     | \$ 1.00             | \$ 1.00                                 | \$ -                                       |
| 53                   | Waste Release Permit - Each Additional Custody Slip Record                              | \$ 5.00     | \$ 5.00             | \$ 5.00                                 | \$ -                                       |
| 54                   | Non-Standard Industrial Waste Permit  | \$ 110.00   | \$ 175.00           | \$ 123.00                               | \$ 52.00                                   |
| 55                   | Garbage Exemptions (A,B,C,D,E)  | \$ 120.00   | \$ 163.00           | \$ 115.00                               | \$ 48.00                                   |
| 56                   | Biohazardous Waste Transfer Station Permit  | \$ 152.00   | \$ 250.00           | \$ 176.00                               | \$ 74.00                                   |
| 57                   | Biohazardous Waste Treatment Facility Permit  | \$ 136.00   | \$ 225.00           | \$ 158.00                               | \$ 67.00                                   |
| 58                   | Biohazardous Waste Transporter Permit   | \$ 120.00   | \$ 190.00           | \$ 134.00                               | \$ 56.00                                   |
| 59                   | Biohazardous Waste Generator  | \$ 141.00   | \$ 244.00           | \$ 171.00                               | \$ 73.00                                   |
| 60                   | Biosolids Permit  | \$ 110.00   | \$ 175.00           | \$ 123.00                               | \$ 52.00                                   |
| 61                   | Waste Tire Management Facility  | \$ 168.00   | \$ 275.00           | \$ 193.00                               | \$ 82.00                                   |
| 62                   | Materials Recovery/Recycling Facility Permit (prev. Waste Reduction/Recycling Facility) | \$ 99.00    | \$ 179.00           | \$ 126.00                               | \$ 53.00                                   |
| 63                   | Composting Facility Permit  | \$ 173.00   | \$ 275.00           | \$ 193.00                               | \$ 82.00                                   |
| 64                   | Landfill Operations Permit  | \$ 779.00   | \$ 1,457.00         | \$ 1,018.00                             | \$ 439.00                                  |
| 65                   | Municipal Solid Waste/Green Waste Transfer Station Permit                               | \$ 211.00   | \$ 331.00           | \$ 232.00                               | \$ 99.00                                   |
| 66                   | Municipal Solid Waste System Inspection-Extra Hours                                     | \$ 50.00    | per hour \$ 91.00   | per hour \$ 63.00                       | \$ 28.00                                   |
| 67                   | Waste Hauler Operations Permit-Domestic   | \$ 94.00    | \$ 152.00           | \$ 107.00                               | \$ 45.00                                   |
| 67                   | Waste Hauler Operations Permit-Import   | \$ 136.00   | \$ 213.00           | \$ 150.00                               | \$ 63.00                                   |
| 68                   | Waste Tire Hauler Permit-Domestic   | \$ 104.00   | \$ 144.00           | \$ 102.00                               | \$ 42.00                                   |
| <b>Miscellaneous</b> |   |             |                     |   |  |
| 69                   | Limited Advisory Inspection   | \$ 136.00   | \$ 187.00           | \$ 132.00                               | \$ 55.00                                   |
| 69                   | Limited Advisory Inspection-Non-Standard Hours  | \$ 76.00    | per hour \$ 137.00  | per hour \$ 96.00                       | \$ 41.00                                   |
| 70                   | Public Accommodations Inspection  |             |                     | \$ -                                    |  |
|                      | Up to 50 rooms  | \$ 115.00   | \$ 155.00           | \$ 109.00                               | \$ 46.00                                   |
|                      | 50 to 100 rooms   | \$ 126.00   | \$ 172.00           | \$ 121.00                               | \$ 51.00                                   |
|                      | 101-200 rooms   | \$ 181.00   | \$ 253.00           | \$ 178.00                               | \$ 75.00                                   |
|                      | 201-300 rooms   | \$ 137.00   | \$ 188.00           | \$ 132.00                               | \$ 56.00                                   |
|                      | 301-500 rooms   | \$ 137.00   | \$ 188.00           | \$ 132.00                               | \$ 56.00                                   |
|                      | 501-1000 rooms  | \$ 192.00   | \$ 271.00           | \$ 190.00                               | \$ 81.00                                   |
|                      | More than 1000 rooms  | \$ 222.00   | \$ 316.00           | \$ 222.00                               | \$ 94.00                                   |
| 71                   | Invasive Body Decoration Establishment Permit   | \$ 113.00   | \$ 152.00           | \$ 107.00                               | \$ 45.00                                   |
| 72                   | Invasive Body Decoration Temporary Permit (w/o wheels)                                  | \$ 93.00    | \$ 120.00           | \$ 86.00                                | \$ 34.00                                   |
| 73                   | Invasive Body Decoration Mobile Permit (w/wheels)                                       | \$ 59.00    | \$ 68.00            | \$ 50.00                                | \$ 18.00                                   |
| 74                   | Hazardous Waste/Materials Spill Response  | \$ 128.00   | \$ 175.00           | \$ 123.00                               | \$ 52.00                                   |
| 75                   | Hazardous Waste/Materials Site Assessment/Remediation                                   | \$ 49.00    | per hour \$ 89.00   | per hour \$ 62.00                       | \$ 27.00                                   |
| 76                   | Water Sample/Septic Sys Eval/Mortgage Loan-Certification only                           | \$ 32.00    | \$ 36.00            | \$ 26.00                                | \$ 10.00                                   |
| 76                   | Water Septic System Evaluation Only   | \$ 170.00   | \$ 241.00           | \$ 169.00                               | \$ 72.00                                   |
| 76                   | Water Sample/Septic Sys Eval/Sample Evaluation-lab fee only                             | \$ 112.00   | \$ 112.00           | \$ 112.00                               | \$ -                                       |
| 77                   | Liquid/Oil/Waste Hauler Vehicle Permit  | \$ 60.00    | \$ 72.00            | \$ 51.00                                | \$ 21.00                                   |
| <b>Vector Fees</b>   |   |             |                     |   |  |
| 78                   | Vector - Construction Plan Review without catch basin                                   | \$ 222.00   | \$ 362.00           | \$ 254.00                               | \$ 108.00                                  |
| 78                   | Vector - Construction Plan Review with catch basin-NEW (broken/out)                     | \$ -        | \$ 465.00           | \$ 326.00                               | \$ 139.00                                  |
| 79                   | Vector - Limited Advisory Review  | \$ 59.00    | \$ 81.00            | \$ 58.00                                | \$ 23.00                                   |
| 80                   | Vector - Final Map Review   | \$ 103.00   | \$ 158.00           | \$ 112.00                               | \$ 46.00                                   |
| 81                   | Vector - Parcel Map Review (sewer available/not available)                              | \$ 222.00   | \$ 362.00           | \$ 254.00                               | \$ 108.00                                  |
| 82                   | Vector - Special Use Permit/Site Plan/Major Special Use Permit Review                   | \$ 103.00   | \$ 158.00           | \$ 112.00                               | \$ 46.00                                   |
| 83                   | Vector - Subdivision Review (tentative map, amended or lapsed)                          | \$ 163.00   | \$ 260.00           | \$ 183.00                               | \$ 77.00                                   |
| 84                   | Vector - Zoning Map/Master Plan/Major Project/Change of Land Use Plan Review            | \$ 73.00    | \$ 106.00           | \$ 75.00                                | \$ 31.00                                   |
| 85                   | Vector - Mobile Home/Recreational Vehicle Park Plan Review                              | \$ 163.00   | \$ 260.00           | \$ 183.00                               | \$ 77.00                                   |
| 86                   | Vector - Community Development Application Review                                       | \$ 133.00   | \$ 209.00           | \$ 147.00                               | \$ 62.00                                   |

Note: \*Non-profit fee established by the District Board of Health

## BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.090 to address the proposed impact of the proposed adjustment to fees charged by the Environmental Health Services Division of the Washoe County Health District for child care facility inspection fee, under the authority of NRS 432A.180 and NRS 439.

1. The following constitutes a description of the manner in which comment was solicited from affected businesses, a summary of their response and an explanation of the manner in which other interested persons may obtain a copy of the summary. (List all trade association or owners and officers of businesses likely to be affected by the proposed rule that have been consulted).

**Comments will be heard at the District Board of Health public hearing on February 28, 2013. A Public Hearing Notice was published in the Reno Gazette Journal per Nevada Open Meeting Law. The Environmental Health Services Division has solicited comments via a mailing to affected parties including permitted sources indicating the changes to the fee schedule.**

2. The estimated economic effect of the proposed rule on the businesses which it is to regulate, including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:

**Adverse Effects: The proposed fee schedule includes increases that will result in increased costs for individuals or businesses requesting: Child Care Facility inspections.**

**Beneficial Effects: The modified fee schedule represents more accurately the actual costs incurred by the Environmental Health Services Division for services performed by staff in the Child Care Facility Inspection program.**

**Direct Effects: The individuals or businesses requiring services from the Child Care Facility Inspection program for inspections will be charged an amount that reflects the current cost for services being performed.**

**Indirect Effects: The additional expense or savings realized from the change in fees may be passed on to the end consumer.**

3. The following constitutes a description of the methods that Washoe County Health District considered to reduce the impact of the proposed rule on businesses and a statement regarding whether any, and if so which, of these methods were used: (Include whether the following was considered: simplifying the proposed rule; establishing different standards of compliance for a business; and if applicable, modifying a fee or fine set forth in the rule so that a business could pay a lower fee or fine).

**Prior to preparing the modified fee schedule, a review of the amount of time it takes to complete each inspection (including travel time) associated with Child Care Facility Inspections was conducted by an Environmental Supervisor. The proposed fee schedule reflects current costs for these services.**

4. Washoe County Health District estimates that the annual cost to the County for enforcement of the proposed rule is:

**There will be no additional cost to the County for enforcement of the modified fee schedule. The Environmental Health Services Division already performs the activities associated with Child Care Facility Inspections. The Health District will have increased revenues in the approximate amount of \$2,970 annually.**

5. (If applicable, provide the following): The proposed rule provides a new fee or increases an existing fee and the total annual amount Washoe County Health District expects to receive is:

**Not applicable.**

The money generated by the new fee or increase in existing fee, will be used by the Health District to:

**Not applicable.**

6. (If applicable, provide the following): The proposed rule includes provisions which duplicate or are more stringent than federal, state or local standards regulating the same activity. The following explains why such duplicative or more stringent provisions are necessary.

**Not applicable.**

## BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.090 to address the proposed impact of the proposed adjustment to fees charged by the Environmental Health Services Division of the Washoe County Health District (Land Development Program), under the authority of the District Board of Health Regulations Governing Sewage, Wastewater and Sanitation and Well Construction.

1. The following constitutes a description of the manner in which comment was solicited from affected businesses, a summary of their response and an explanation of the manner in which other interested persons may obtain a copy of the summary. (List all trade association or owners and officers of businesses likely to be affected by the proposed rule that have been consulted).

**Comments will be heard at the District Board of Health public hearing on February 28, 2013. A Public Hearing Notice was published in the Reno Gazette Journal per Nevada Open Meeting Law. The Environmental Health Services Division has solicited comments via a mailing to affected parties including permitted sources indicating the changes to the fee schedule.**

2. The estimated economic effect of the proposed rule on the businesses which it is to regulate, including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:

**Adverse Effects: The proposed fee schedule includes increases that will result in increased costs for individuals or businesses requesting: Water Well-Abandonment, Construction and Re-inspection, Land Development Review, Sewage Disposal and Hotel/Motel Construction Plan Reviews, and Water Sample/Septic System Evaluations.**

**Beneficial Effects: The modified fee schedule represents more accurately the actual costs incurred by the Environmental Health Services Division for services performed by staff in the Land Development Program.**

**Direct Effects: The individuals or businesses requesting services from the Land Development program will be charged an amount that reflects the current cost for services being performed.**

**Indirect Effects: The additional expense or savings realized from the change in fees may be passed on to the end consumer.**

3. The following constitutes a description of the methods that Washoe County Health District considered to reduce the impact of the proposed rule on businesses and a statement regarding whether any, and if so which, of these methods were used: (Include whether the following was considered: simplifying the proposed rule; establishing different standards of compliance for a business; and if applicable, modifying a fee or fine set forth in the rule so that a business could pay a lower fee or fine).

**Prior to preparing the modified fee schedule, a review of the number of inspections required, the amount of time it takes to complete each inspection (including travel time) associated with land development activities was conducted by Licensed Engineers. The proposed fee schedule reflects current costs for these services.**

4. Washoe County Health District estimates that the annual cost to the County for enforcement of the proposed rule is:

**There will be no additional cost to the County due to the modified fee schedule. The Land Development program currently charges a permit/review fee. The revisions will reflect a net decrease to fees for activities currently being performed. The Health District will have increased revenues in the approximate amount of \$68,591 annually (\$19,116-land development, \$35,400-sewage disposal, including variance requests, \$14,075-water well abandonment, construction, reinspections, \$0-hotel/motel plan review, \$0-water sample/septic system).**

5. (If applicable, provide the following): The proposed rule provides a new fee or increases an existing fee and the total annual amount Washoe County Health District expects to receive is:

**Not applicable.**

The money generated by the new fee or increase in existing fee, will be used by the Health District to:

**Not applicable.**

6. (If applicable, provide the following): The proposed rule includes provisions which duplicate or are more stringent than federal, state or local standards regulating the same activity. The following explains why such duplicative or more stringent provisions are necessary.

**Not applicable.**

## BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.090 to address the proposed impact of the proposed adjustment to fees charged by the Environmental Health Services Division of the Washoe County Health District (Food Program), under the authority of the District Board of Health Regulations Governing Food Establishments.

1. The following constitutes a description of the manner in which comment was solicited from affected businesses, a summary of their response and an explanation of the manner in which other interested persons may obtain a copy of the summary. (List all trade association or owners and officers of businesses likely to be affected by the proposed rule that have been consulted).

**Comments will be heard at the District Board of Health public hearing on February 28, 2013. A Public Hearing Notice was published in the Reno Gazette Journal per Nevada Open Meeting Law. The Environmental Health Services Division has solicited comments via a mailing to affected parties including permitted sources indicating the changes to the fee schedule.**

2. The estimated economic effect of the proposed rule on the businesses which it is to regulate, including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:

**Adverse Effects: The proposed fee schedule includes increases that will result in increased costs for individuals or businesses requesting: Food Service Establishment permits, Food Service Establishment plan reviews, and Food Protection Manager permits/certifications.**

**Beneficial Effects: The modified fee schedule represents more accurately the actual costs incurred by the Environmental Health Services Division for services performed by staff in the Food Program.**

**Direct Effects: The individuals or businesses requesting services from the Food Program will be charged an amount that reflects the current cost for services being performed.**

**Indirect Effects: The additional expense or savings realized from the change in fees may be passed on to the end consumer.**

3. The following constitutes a description of the methods that Washoe County Health District considered to reduce the impact of the proposed rule on businesses and a statement regarding whether any, and if so which, of these methods were used: (Include whether the following was considered: simplifying the proposed rule; establishing different standards of compliance for a business; and if applicable, modifying a fee or fine set forth in the rule so that a business could pay a lower fee or fine).

**Prior to preparing the modified fee schedule, a review of the length of time associated with the food establishment program activities was conducted. The proposed fee schedule reflects current costs for these services.**

4. Washoe County Health District estimates that the annual cost to the County for enforcement of the proposed rule is:

**There will be no additional cost to the County due to the modified fee schedule. The revisions will reflect an increase to fees for activities currently being performed. The Health District will have increased revenues in the approximate amount of \$172,428 annually.**

5. (If applicable, provide the following): The proposed rule provides a new fee or increases an existing fee and the total annual amount Washoe County Health District expects to receive is:

**Not applicable.**

The money generated by the new fee or increase in existing fee, will be used by the Health District to:

**Not applicable.**

6. (If applicable, provide the following): The proposed rule includes provisions which duplicate or are more stringent than federal, state or local standards regulating the same activity. The following explains why such duplicative or more stringent provisions are necessary.

**Not applicable.**



## BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.090 to address the proposed impact of the proposed adjustment to fees charged by the Environmental Health Services Division of the Washoe County Health District, under the authority of the District Board of Health Regulations Governing Invasive Body Decorations (IBDs).

1. The following constitutes a description of the manner in which comment was solicited from affected businesses, a summary of their response and an explanation of the manner in which other interested persons may obtain a copy of the summary. (List all trade association or owners and officers of businesses likely to be affected by the proposed rule that have been consulted).

**Comments will be heard at the District Board of Health public hearing on February 28, 2013. A Public Hearing Notice was published in the Reno Gazette Journal per Nevada Open Meeting Law. The Environmental Health Services Division has solicited comments via a mailing to affected parties including permitted sources indicating the changes to the fee schedule.**

2. The estimated economic effect of the proposed rule on the businesses which it is to regulate, including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:

**Adverse Effects: The proposed fee schedule includes increases that will result in increased costs for individuals or businesses requesting: Invasive Body Decoration Establishment Permits, Invasive Body Decoration Temporary Permits, with and without wheels.**

**Beneficial Effects: The modified fee schedule represents more accurately the actual costs incurred by the Environmental Health Services Division for services performed by staff in the Invasive Body Decoration program.**

**Direct Effects: The individuals or businesses requesting services from the Invasive Body Decoration program will be charged an amount that reflects the current cost for services being performed.**

**Indirect Effects: The additional expense or savings realized from the change in fees may be passed on to the end consumer.**

3. The following constitutes a description of the methods that Washoe County Health District considered to reduce the impact of the proposed rule on businesses and a statement regarding whether any, and if so which, of these methods were used: (Include whether the following was considered: simplifying the proposed rule; establishing different standards of compliance for a business; and if applicable, modifying a fee or fine set forth in the rule so that a business could pay a lower fee or fine).

**Prior to preparing the modified fee schedule, a review of the number of inspections required, the amount of time it takes to complete each inspection (including travel time) associated with invasive body decoration permit activities was conducted by a Environmental Supervisor and Senior Environmental Health Specialist. The proposed fee schedule reflects current costs for these services.**

4. Washoe County Health District estimates that the annual cost to the County for enforcement of the proposed rule is:

**There will be no additional cost to the County due to the modified fee schedule. The Invasive Body Decoration program currently charges a permit fee. The revisions will reflect an increase to fees for activities currently being performed. The Health District will have increased revenues in the approximate amount of \$4,275 annually (\$1,521-IBD Establishments, \$2,754-IBC Temporary Permit without wheels, \$0-Temporary IBD Permit with wheels).**

5. (If applicable, provide the following): The proposed rule provides a new fee or increases an existing fee and the total annual amount Washoe County Health District expects to receive is:

**Not applicable.**

The money generated by the new fee or increase in existing fee, will be used by the Health District to:

**Not applicable.**

6. (If applicable, provide the following): The proposed rule includes provisions which duplicate or are more stringent than federal, state or local standards regulating the same activity. The following explains why such duplicative or more stringent provisions are necessary.

**Not applicable.**

## BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.090 to address the proposed impact of the proposed adjustment to fees charged by the Environmental Health Services Division of the Washoe County Health District, under the authority of the District Board of Health Regulations Governing Mobile Home and Recreational Vehicle Parks.

1. The following constitutes a description of the manner in which comment was solicited from affected businesses, a summary of their response and an explanation of the manner in which other interested persons may obtain a copy of the summary. (List all trade association or owners and officers of businesses likely to be affected by the proposed rule that have been consulted).

**Comments will be heard at the District Board of Health public hearing on February 28, 2013. A Public Hearing Notice was published in the Reno Gazette Journal per Nevada Open Meeting Law. The Environmental Health Services Division has solicited comments via a mailing to affected parties including permitted sources indicating the changes to the fee schedule.**

2. The estimated economic effect of the proposed rule on the businesses which it is to regulate, including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:

**Adverse Effects: The proposed fee schedule includes increases that will result in increased costs for individuals or businesses requesting: Mobile Home and Recreational Vehicle Park permits.**

**Beneficial Effects: The modified fee schedule represents more accurately the actual costs incurred by the Environmental Health Services Division for services performed by staff in the Mobile Home and Recreational Vehicle Park program.**

**Direct Effects: The individuals or businesses requesting services from the Mobile Home and Recreation Vehicle Park program will be charged an amount that reflects the current cost for services being performed.**

**Indirect Effects: The additional expense or savings realized from the change in fees may be passed on to the end consumer.**

## BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.090 to address the proposed impact of the proposed adjustment to fees charged by the Environmental Health Services Division of the Washoe County Health District for public accommodation inspection fee.

1. The following constitutes a description of the manner in which comment was solicited from affected businesses, a summary of their response and an explanation of the manner in which other interested persons may obtain a copy of the summary. (List all trade association or owners and officers of businesses likely to be affected by the proposed rule that have been consulted).

**Comments will be heard at the District Board of Health public hearing on February 28, 2013. A Public Hearing Notice was published in the Reno Gazette Journal per Nevada Open Meeting Law. The Environmental Health Services Division has solicited comments via a mailing to affected parties including permitted sources indicating the changes to the fee schedule.**

2. The estimated economic effect of the proposed rule on the businesses which it is to regulate, including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:

**Adverse Effects: The proposed fee schedule includes charging a fee that will result in increased costs for individuals or businesses requiring: Public Accommodation inspections.**

**Beneficial Effects: The modified fee schedule represents more accurately the actual costs for plan reviews incurred by the Environmental Health Services Division for services performed by staff in the Public Accommodation program.**

**Direct Effects: The individuals or businesses requiring services from the Public Accommodations program for inspections will be charged an amount that reflects the current cost for services being performed.**

**Indirect Effects: The additional expense or savings realized from the change in fees may be passed on to the end consumer.**

3. The following constitutes a description of the methods that Washoe County Health District considered to reduce the impact of the proposed rule on businesses and a statement regarding whether any, and if so which, of these methods were used: (Include whether the following was considered: simplifying the proposed rule; establishing different standards of compliance for a business; and if applicable, modifying a fee or fine set forth in the rule so that a business could pay a lower fee or fine).

**Prior to preparing the modified fee schedule, a review of the number of inspections required, the amount of time it takes to complete each inspection (including travel time) associated with public accommodations inspections was conducted by an Environmental Supervisor and Senior Environmental Health Specialist. The proposed fee schedule reflects current costs for these services.**

4. Washoe County Health District estimates that the annual cost to the County for enforcement of the proposed rule is:

**There will be no additional cost to the County for enforcement of the modified fee schedule. The revisions will reflect increases to fees for activities currently being performed. The Health District will have increased revenues in the approximate amount of \$7,173 annually (\$3,200-up to 50 rooms, \$1,288-51-100 rooms, \$1,440-101-200 rooms, \$306-201-300 rooms, \$153-301-500 rooms, \$316-501-1000 rooms, and \$470-more than 1000 rooms).**

5. (If applicable, provide the following): The proposed rule provides a new fee or increases an existing fee and the total annual amount Washoe County Health District expects to receive is:

**Not applicable.**

The money generated by the new fee or increase in existing fee, will be used by the Health District to:

**Not applicable.**

6. (If applicable, provide the following): The proposed rule includes provisions which duplicate or are more stringent than federal, state or local standards regulating the same activity. The following explains why such duplicative or more stringent provisions are necessary.

**Not applicable.**

## BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.090 to address the proposed impact of the proposed adjustment to fees charged by the Environmental Health Services Division of the Washoe County Health District, under the authority of the District Board of Health Regulations Governing Food Establishments, Section 170.106

1. The following constitutes a description of the manner in which comment was solicited from affected businesses, a summary of their response and an explanation of the manner in which other interested persons may obtain a copy of the summary. (List all trade association or owners and officers of businesses likely to be affected by the proposed rule that have been consulted).

**Comments will be heard at the District Board of Health public hearing on February 28, 2013. A Public Hearing Notice was published in the Reno Gazette Journal per Nevada Open Meeting Law. The Environmental Health Services Division has solicited comments via a mailing to affected parties including permitted sources indicating the changes to the fee schedule.**

2. The estimated economic effect of the proposed rule on the businesses which it is to regulate, including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:

**Adverse Effects: The proposed fee schedule includes charging a fee that will result in increased costs for individuals or businesses, including special event promoters, requiring: Temporary Foods/Special Events permits.**

**Beneficial Effects: The modified schedule represents more accurately the actual costs incurred by the Environmental Health Services Division for services performed by staff in the Temporary Food/Special Event Programs.**

**Direct Effects: The individuals or businesses, including special event promoters, will be charged an amount that reflects the current cost for services being performed.**

**Indirect Effects: The additional expense or savings realized from the change in fee may be passed on to the temporary food service operators.**

3. The following constitutes a description of the methods that Washoe County Health District considered to reduce the impact of the proposed rule on businesses and a statement regarding whether any, and if so which, of these methods were used: (Include whether the following was considered: simplifying the proposed rule; establishing different standards of compliance for a business; and if applicable, modifying a fee or fine set forth in the rule so that a business could pay a lower fee or fine).

**Prior to preparing the modified fee schedule, the Senior Environmentalist and Environmental Health Specialist Supervisor conducted an analysis of the time spent in meetings and for travel in addition to reviewing the time spent on reviewing event layout, support requirements, vendor list and location. The proposed fee schedule reflects current costs for these services.**

4. Washoe County Health District estimates that the annual cost to the County for enforcement of the proposed rule is:

**There will be no additional cost to the County due to the modified fee schedule. The Temporary Food/Special Events program currently charges permit fees. The revisions will reflect increases to fees for activities currently being performed. The Health District will have increased revenues in the approximate amount of \$24,796 annually.**

5. (If applicable, provide the following): The proposed rule provides a new fee or increases an existing fee and the total annual amount Washoe County Health District expects to receive is:

**Not applicable.**

The money generated by the new fee or increase in existing fee, will be used by the Health District to:

**Not applicable.**

6. (If applicable, provide the following): The proposed rule includes provisions which duplicate or are more stringent than federal, state or local standards regulating the same activity. The following explains why such duplicative or more stringent provisions are necessary.

**Not applicable.**

## BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.090 to address the proposed impact of the proposed adjustment to fees charged by the Environmental Health Services Division of the Washoe County Health District, under the authority of the District Board of Health Regulations Governing the Prevention of Vector-Borne Diseases.

1. The following constitutes a description of the manner in which comment was solicited from affected businesses, a summary of their response and an explanation of the manner in which other interested persons may obtain a copy of the summary. (List all trade association or owners and officers of businesses likely to be affected by the proposed rule that have been consulted).

**Comments will be heard at the District Board of Health public hearing on February 28, 2013. A Public Hearing Notice was published in the Reno Gazette Journal per Nevada Open Meeting Law. The Environmental Health Services Division has solicited comments via a mailing to affected parties including permitted sources indicating the changes to the fee schedule.**

2. The estimated economic effect of the proposed rule on the businesses which it is to regulate, including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:

**Adverse Effects: The proposed fee schedule includes charging a fee that will result in increased costs for individuals or businesses such as developers and engineering firms requesting: plan reviews, including grading plans, map reviews, special use permits.**

**Beneficial Effects: The modified fee schedule represents more accurately the actual costs incurred by the Environmental Health Services Division for services performed by staff in the Vector-Borne Disease Program.**

**Direct Effects: The permit holder or agency will be charged an amount that reflects the current cost for services being performed.**

**Indirect Effects: The additional expense or savings realized from the change in fee may be passed on to the end consumer.**

3. The following constitutes a description of the methods that Washoe County Health District considered to reduce the impact of the proposed rule on businesses and a statement regarding whether any, and if so which, of these methods were used: (Include whether the following was considered: simplifying the proposed rule; establishing different standards of compliance for a business; and if applicable, modifying a fee or fine set forth in the rule so that a business could pay a lower fee or fine).

**Prior to preparing the modified fee schedule, program staff reviewed the type of and length of time for activities performed. The proposed fee schedule reflects current costs for these services.**



4. Washoe County Health District estimates that the annual cost to the County for enforcement of the proposed rule is:

**There will be no additional cost to the County due to the modified fee schedule. The Vector-Borne Diseases program currently charges these fees. The revisions will reflect increases to fees for activities currently being performed. The Health District will have increased revenues in the approximate amount of \$13,132 annually.**

5. (If applicable, provide the following): The proposed rule provides a new fee or increases an existing fee and the total annual amount Washoe County Health District expects to receive is:

**Not applicable.**

The money generated by the new fee or increase in existing fee, will be used by the Health District to:

**Not applicable.**

6. (If applicable, provide the following): The proposed rule includes provisions which duplicate or are more stringent than federal, state or local standards regulating the same activity. The following explains why such duplicative or more stringent provisions are necessary.

**Not applicable.**

## BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.090 to address the proposed impact of the proposed adjustment to fees charged by the Environmental Health Services Division of the Washoe County Health District, under the authority of the District Board of Health Regulations Governing Solid Waste Management.

1. The following constitutes a description of the manner in which comment was solicited from affected businesses, a summary of their response and an explanation of the manner in which other interested persons may obtain a copy of the summary. (List all trade association or owners and officers of businesses likely to be affected by the proposed rule that have been consulted).

**Comments will be heard at the District Board of Health public hearing on February 28, 2013. A Public Hearing Notice was published in the Reno Gazette Journal per Nevada Open Meeting Law. The Environmental Health Services Division has solicited comments via a mailing to affected parties including permitted sources indicating the changes to the fee schedule.**

2. The estimated economic effect of the proposed rule on the businesses which it is to regulate, including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:

**Adverse Effects: The proposed fee schedule includes increases that will result in increased costs for individuals or businesses requesting: Garbage Exemptions, RV Dump Station Permits and Waste Reduction/Recycling Facility, Solid Waste System Plan Review, Waste Release Permits, and Municipal Solid Waste Inspections.**

**Beneficial Effects: The modified fee schedule represents more accurately the actual costs incurred by the Environmental Health Services Division for services performed by staff in the Solid Waste Management program.**

**Direct Effects: The individuals or businesses requesting services from the Solid Waste Management program will be charged an amount that reflects the current cost for services being performed.**

**Indirect Effects: The additional expense or savings realized from the change in fees may be passed on to the end consumer.**

3. The following constitutes a description of the methods that Washoe County Health District considered to reduce the impact of the proposed rule on businesses and a statement regarding whether any, and if so which, of these methods were used: (Include whether the following was considered: simplifying the proposed rule; establishing different standards of compliance for a business; and if applicable, modifying a fee or fine set forth in the rule so that a business could pay a lower fee or fine).

**Prior to preparing the modified fee schedule, a review of the number of inspections required, the amount of time it takes to complete each inspection (including travel time) associated with solid waste management was conducted Environmental Health Supervisors and Senior Environmental Health Specialists. The proposed fee schedule reflects current costs for these services.**

4. Washoe County Health District estimates that the annual cost to the County for enforcement of the proposed rule is:

**There will be no additional cost to the County due to the modified fee schedule. The Solid Waste Management program currently charges permit/review fees. The revisions will reflect an increase to fees for activities currently being performed. The Health District will have increased revenues in the approximate amount of \$18,488 annually (\$0-Solid Waste System Plan Review, \$0-Waste Release Permits, \$9,675 Garbage Exemptions, \$2,590 Bio-hazardous Waste Permits; \$242-RV Dump Station, \$2,714-Waste Haulers, \$3,267-Municipal Solid Waste Permits).**

5. (If applicable, provide the following): The proposed rule provides a new fee or increases an existing fee and the total annual amount Washoe County Health District expects to receive is:

**Not applicable.**

The money generated by the new fee or increase in existing fee, will be used by the Health District to:

**Not applicable.**

6. (If applicable, provide the following): The proposed rule includes provisions which duplicate or are more stringent than federal, state or local standards regulating the same activity. The following explains why such duplicative or more stringent provisions are necessary.

**Not applicable.**

## BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.090 to address the proposed impact of the proposed adjustment to fees charged by the Environmental Health Services Division of the Washoe County Health District for construction plan review of water company permits.

1. The following constitutes a description of the manner in which comment was solicited from affected businesses, a summary of their response and an explanation of the manner in which other interested persons may obtain a copy of the summary. (List all trade association or owners and officers of businesses likely to be affected by the proposed rule that have been consulted).

**Comments will be heard at the District Board of Health public hearing on February 28, 2013. A Public Hearing Notice was published in the Reno Gazette Journal per Nevada Open Meeting Law. The Environmental Health Services Division has solicited comments via a mailing to affected parties including permitted sources indicating the changes to the fee schedule.**

2. The estimated economic effect of the proposed rule on the businesses which it is to regulate, including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:

**Adverse Effects: The proposed fee schedule includes increases that will result in increased costs for individuals or businesses requesting: Water System Plan Review.**

**Beneficial Effects: The modified fee schedule represents more accurately the actual costs incurred by the Environmental Health Services Division for services performed by staff in the Water program.**

**Direct Effects: The individuals or businesses requesting services from the Water program will be charged an amount that reflects the current cost for services being performed.**

**Indirect Effects: The additional expense or savings realized from the change in fees may be passed on to the end consumer.**

3. The following constitutes a description of the methods that Washoe County Health District considered to reduce the impact of the proposed rule on businesses and a statement regarding whether any, and if so which, of these methods were used: (Include whether the following was considered: simplifying the proposed rule; establishing different standards of compliance for a business; and if applicable, modifying a fee or fine set forth in the rule so that a business could pay a lower fee or fine).

**Prior to preparing the modified fee schedule, a review of the number of inspections required, the amount of time it takes to complete each inspection (including travel time) associated with water permit activities was conducted by Licensed Engineers. The proposed fee schedule reflects current costs for these services.**

4. Washoe County Health District estimates that the annual cost to the County for enforcement of the proposed rule is:

**There will be no additional cost to the County due to the modified fee schedule. The Water program currently charges a permit/review fee. The revisions will reflect increases to fees for activities currently being performed. The Health District will have increased revenues in the approximate amount of \$1,112 annually (\$0-Water System Construction Plan Review, \$1,112-Water System Expansion or Modification Plan Review).**

5. (If applicable, provide the following): The proposed rule provides a new fee or increases an existing fee and the total annual amount Washoe County Health District expects to receive is:

**Not applicable.**

The money generated by the new fee or increase in existing fee, will be used by the Health District to:

**Not applicable.**

6. (If applicable, provide the following): The proposed rule includes provisions which duplicate or are more stringent than federal, state or local standards regulating the same activity. The following explains why such duplicative or more stringent provisions are necessary.

**Not applicable.**

## BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.090 to address the proposed impact of the proposed adjustment to fees charged by the Environmental Health Services Division of the Washoe County Health District, under the authority of the District Board of Health Regulations Governing Public Bathing Places and Public Spas.

1. The following constitutes a description of the manner in which comment was solicited from affected businesses, a summary of their response and an explanation of the manner in which other interested persons may obtain a copy of the summary. (List all trade association or owners and officers of businesses likely to be affected by the proposed rule that have been consulted).

**Comments will be heard at the District Board of Health public hearing on February 28, 2013. A Public Hearing Notice was published in the Reno Gazette Journal per Nevada Open Meeting Law. The Environmental Health Services Division has solicited comments via a mailing to affected parties including permitted sources indicating the changes to the fee schedule.**

2. The estimated economic effect of the proposed rule on the businesses which it is to regulate, including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:

**Adverse Effects: The proposed fee schedule includes increases that will result in increased costs for individuals or businesses requesting: Swimming Pool/Spa Construction Plan Reviews, Remodel Plan Reviews and Permits.**

**Beneficial Effects: The modified fee schedule represents more accurately the actual costs incurred by the Environmental Health Services Division for services performed by staff in the Swimming Pool/Spa program.**

**Direct Effects: The individuals or businesses requesting services from the Swimming Pool/Spa program will be charged an amount that reflects the current cost for services being performed.**

**Indirect Effects: The additional expense or savings realized from the change in fees may be passed on to the end consumer.**

3. The following constitutes a description of the methods that Washoe County Health District considered to reduce the impact of the proposed rule on businesses and a statement regarding whether any, and if so which, of these methods were used: (Include whether the following was considered: simplifying the proposed rule; establishing different standards of compliance for a business; and if applicable, modifying a fee or fine set forth in the rule so that a business could pay a lower fee or fine).

**Prior to preparing the modified fee schedule, a review of the number of inspections required, the amount of time it takes to complete each inspection (including travel time) associated with swimming pool/spa permit activities was conducted by a Environmental Supervisor. The activities associated with swimming pools/spa construction plan review were reviewed by Licensed Engineers. The proposed fee schedule reflects current costs for these services.**

4. Washoe County Health District estimates that the annual cost to the County for enforcement of the proposed rule is:

**There will be no additional cost to the County due to the modified fee schedule. The Swimming Pool/Spa program currently charges a permit/review fee. The revisions will reflect net increases to fees for activities currently being performed. The Health District will have increased revenues in the approximate amount of \$51,862 annually (\$40,195-Pool/Spa Operating Permits, \$10,230-Pool/Spa Reinspection, \$273 Pool/Spa Variance; \$852-Plan Review, and \$312-Pool/Spa Construction Reinspection).**

5. (If applicable, provide the following): The proposed rule provides a new fee or increases an existing fee and the total annual amount Washoe County Health District expects to receive is:

**Not applicable.**

The money generated by the new fee or increase in existing fee, will be used by the Health District to:

**Not applicable.**

6. (If applicable, provide the following): The proposed rule includes provisions which duplicate or are more stringent than federal, state or local standards regulating the same activity. The following explains why such duplicative or more stringent provisions are necessary.

**Not applicable.**



# Washoe County Health District



Public Health  
Prevent. Promote. Protect.

## STAFF REPORT

BOARD MEETING DATE: February 28, 2013

**DATE:** February 19, 2013

**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 *ES*  
775-328-2417, [estickney@washoecounty.us](mailto:estickney@washoecounty.us)

**SUBJECT:** Adoption of the Washoe County Health District Refund Policy

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### SUMMARY

The Washoe County District Board of Health shall adopt written policies and procedures for administering the board and maintaining its programs, projects and activities.

**District Board of Health strategic priority:** Promote financial accountability and stability.

**BCC Strategic Objective supported by this item:** Achieving Long Term Financial Sustainability

### PREVIOUS ACTION

The Washoe County District Board of Health approved the revised Washoe County Health District Employee Policy Manual on January 24, 2013. This policy has been reviewed and approved by Washoe County Deputy District Attorney.

### BACKGROUND

The refund policy was developed to ensure a consistent and fair approach in the issuance of payment refunds.

### FISCAL IMPACT

No budget amendments are necessary. It is anticipated that additional revenue will be retained, but the amount is unknown and is entirely dependent upon refund requests.

AGENDA ITEM # \_\_\_\_\_



**RECOMMENDATION**

Staff recommends that the District Board of Health Adopt the Washoe County Health District Refund Policy.

**POSSIBLE MOTION**

Move to Adopt the Washoe County Health District Refund Policy.

# WASHOE COUNTY HEALTH DISTRICT

## REFUND POLICY

### **PURPOSE:**

It is the purpose of this policy to establish a refund policy for the Washoe County Health District (WCHD).

### **PROCEDURES:**

In order to request a refund, a written request must be submitted utilizing the Request for Refund document on WCHD's website. The request must be mailed, faxed, e-mailed, or delivered to the WCHD:

Washoe County Health District  
1001 E. 9<sup>th</sup> Street  
Reno, NV 89512  
Fax (775) 784-7225 Air Quality Management  
Fax (775) 325-8130 Environmental Health Services  
Fax (775) 328-3750 Community & Clinical Health Services  
[healthweb@washoecounty.us](mailto:healthweb@washoecounty.us)

All refund requests will be subject to a deduction for work actually performed by, or other direct expenses incurred by, WCHD prior to receiving the refund request. The cost of actual work performed will be estimated using the same costs that established the fee.

Requests for refunds will not be honored for any work accomplished prior to the request being received in writing.

Annual permit fees are non-refundable upon the first day of the renewal period (i.e., a May 1<sup>st</sup> renewal that is paid will not be refunded if requested on or after May 1<sup>st</sup>). Prior to the renewal period, refunds will be subject to a deduction for work actually performed by, or other direct expenses incurred by, WCHD prior to receiving the refund request.

Late fees are non-refundable.

Requests for refunds will not be honored if requested 180 days or more after date of payment.

Refunds for incorrect payments or payments that exceed the stated fee will be refunded in full.

Refunds for amounts less than \$5.00 will not be paid per Washoe County Code 15.435 and NRS 354.220-354.240.

Refunds will be processed per the noted methods:

- Refunds made by check could take up to 3-4 weeks to process
- Refunds will only be issued to the party that originally issued payment.

- No cash refunds will be processed unless an established policy or procedure exists for the operational unit. Refunds for cash payments will be processed immediately and refunded by check.
- Refunds for payments made by check will be refunded by check after the original payment check has cleared.
- Refunds for payments made by credit card will be refunded as a credit back to the original card only. The WCHD does not keep credit card information on file. If the customer cannot be reached a check will be issued. If the customer can be reached, but the original credit card is no longer active, a check will be issued.
- Refunds for payments made by debit card will be refunded by check.

**Adopted by the District Board of Health  
February 28, 2013**

**WASHOE COUNTY HEALTH DISTRICT REQUEST FOR REFUND  
FORM**

**DATE:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Permit Number (if applicable):** \_\_\_\_\_

**Reason for Refund:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Signature:** \_\_\_\_\_

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**For internal use only:**

**Divisional Approval**      Y or N

**AHS Approval**            Y or N

**Voucher Required**        Y or N

**Supervisor:** \_\_\_\_\_

**FCO/AHSO:** \_\_\_\_\_



# Washoe County Health District



Public Health  
Prevent. Promote. Protect.

February 11, 2013

To: Members District Board of Health

From: Eileen Stickney

Subject: Health Fund Revenue and Expenditure Report for January 2013  
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 January 2013 of fiscal year 13.

### Background

The attached reports are for the accounting period 7/13 and the percentages should approximate 58% of the year. The total revenues and expenditures for the current year (FY13) compared to last year (FY12) are as follows:

| Jan 2013     | FY13 – REV | FY12 – REV | FY13 – EXP | FY12 – EXP |
|--------------|------------|------------|------------|------------|
| Transfer     | 33%        | 25%        |            |            |
| AHS          | 56%        | 60%        | 58%        | 56%        |
| AQM          | 57%        | 54%        | 48%        | 50%        |
| CCHS         | 45%        | 48%        | 54%        | 59%        |
| EHS          | 57%        | 62%        | 49%        | 60%        |
| EPHP         | 56%        | 54%        | 56%        | 54%        |
| <b>TOTAL</b> | <b>53%</b> | <b>50%</b> | <b>52%</b> | <b>55%</b> |

The Environmental Oversight Account for January is \$108,301.55.

I would be happy to answer any questions of the Board during the meeting or you may contact me directly at 328-2417.

  
Administrative Health Services Officer

Enclosure

Washoe County Health District  
 REVENUE  
 Pds 1 - 7, FY13

| Accounts                            | 2013 Plan    | 2013 Actuals | Balance      | Act% | 2012 Plan    | 2012 Actual  | Balance      | Act% |
|-------------------------------------|--------------|--------------|--------------|------|--------------|--------------|--------------|------|
| 422503 Environmental Permits        | 51,500.00    | 32,807.00    | 18,693.00    | 64   | 46,900.00    | 31,790.00    | 15,110.00    | 68   |
| 422504 Pool Permits                 | 68,000.00    | 14,865.00    | 53,135.00    | 22   | 63,000.00    | 17,275.85    | 45,724.15    | 27   |
| 422505 RV Permits                   | 10,500.00    | 6,737.00     | 3,763.00     | 64   | 9,700.00     | 6,496.00     | 3,204.00     | 67   |
| 422507 Food Service Permits         | 369,000.00   | 233,257.00   | 135,743.00   | 63   | 342,000.00   | 227,478.00   | 114,522.00   | 67   |
| 422508 Wat Well Const Perm          | 20,000.00    | 14,048.00    | 5,952.00     | 70   | 27,000.00    | 7,594.00     | 19,406.00    | 28   |
| 422509 Water Company Permits        | 2,500.00     | 1,472.00     | 1,028.00     | 59   | 3,500.00     | 1,638.00     | 1,862.00     | 47   |
| 422510 Air Pollution Permits        | 448,037.00   | 265,209.75   | 182,827.25   | 59   | 370,485.00   | 195,994.50   | 174,490.50   | 53   |
| 422511 ISDS Permits                 | 49,000.00    | 31,772.00    | 17,228.00    | 65   | 47,000.00    | 34,855.00    | 12,145.00    | 74   |
| 422513 Special Event Permits        | 79,000.00    | 39,889.00    | 39,111.00    | 50   | 74,000.00    | 44,062.00    | 29,938.00    | 60   |
| 422514 Initial Applic Fee           | 27,000.00    | 15,908.00    | 10,092.00    | 63   | 25,000.00    | 15,108.00    | 9,892.00     | 60   |
| * Licenses and Permits              | 1,124,537.00 | 656,964.75   | 467,572.25   | 58   | 1,008,585.00 | 582,291.35   | 426,293.65   | 58   |
| 431100 Federal Grants               | 5,497,407.51 | 2,637,411.62 | 2,859,995.89 | 48   | 6,249,019.10 | 2,978,740.58 | 3,270,278.52 | 48   |
| 431105 Federal Grants - Indirect    | 76,068.00    | 43,342.17    | 32,725.83    | 57   | 38,708.00    | 56,642.84    | 17,934.84    | 146  |
| 432100 State Grants                 | 281,887.00   | 238,559.97   | 46,297.03    | 83   | 458,327.00   | 282,636.81   | 175,690.19   | 62   |
| 432310 Tire Fee NRS 444A 090        | 418,766.00   | 241,500.45   | 177,265.55   | 58   | 452,000.00   | 333,043.06   | 118,956.94   | 74   |
| 432311 Pol/Ctrl 455B.830            | 300,000.00   | 162,040.00   | 137,960.00   | 54   | 297,006.07   | 235,393.00   | 61,613.07    | 79   |
| * Intergovernmental                 | 6,574,098.51 | 3,317,854.21 | 3,256,244.30 | 50   | 7,495,060.17 | 3,886,456.29 | 3,608,603.88 | 52   |
| 460500 Other Immunizations          | 89,000.00    | 38,016.00    | 50,984.00    | 43   | 89,000.00    | 56,051.73    | 32,948.27    | 63   |
| 460501 Medicaid Clinical Services   | 36,200.00    | 44.46        | 36,244.46    | 0    | 40,300.00    | 12,945.42    | 27,354.58    | 32   |
| 460503 Childhood Immunizations      | 30,000.00    | 11,047.00    | 18,953.00    | 37   | 59,000.00    | 19,050.54    | 39,949.46    | 32   |
| 460508 Tuberculosis                 | 4,100.00     | 2,947.90     | 1,152.10     | 72   | 6,250.00     | 2,450.02     | 3,799.98     | 39   |
| 460509 Water Quality                |              |              |              |      |              | 378.00       | 378.00       |      |
| 460510 IT Overlay                   | 113,400.00   | 58,679.00    | 44,721.00    | 61   | 96,800.00    | 57,726.00    | 39,074.00    | 60   |
| 460511 Birth and Death Certificates | 400,000.00   | 276,329.00   | 123,671.00   | 69   | 280,000.00   | 290,186.00   | 10,186.00    | 104  |
| 460512 Duplication Service Fees     | 2,700.00     | 2,788.00     | 88.00        | 103  | 2,700.00     | 249.39       | 249.39       |      |
| 460513 Other Health Service Charges | 13,900.00    | 10,480.00    | 3,420.00     | 75   | 9,000.00     | 1,298.00     | 1,402.00     | 48   |
| 460514 Food Service Certification   |              |              |              |      |              | 15,624.00    | 6,624.00     | 174  |
| 460515 Medicare Reimbursement       |              |              |              |      |              | 300.00       | 300.00       |      |
| 460516 Pgm Inc-3rd Prty Rec         | 2,250.00     |              | 2,250.00     |      | 4,750.00     | 8,752.83     | 4,002.83     | 184  |
| 460517 Influenza Immunization       | 7,000.00     | 6,615.50     | 384.50       | 95   | 7,000.00     | 4,998.99     | 2,301.01     | 67   |
| 460518 STD Fees                     | 23,000.00    | 13,552.55    | 9,447.45     | 59   | 28,000.00    | 14,774.35    | 13,225.65    | 53   |
| 460520 Eng Serv Health              | 44,000.00    | 18,370.00    | 25,630.00    | 42   | 42,000.00    | 19,967.00    | 22,033.00    | 48   |
| 460521 Plan Review - Pools & Spas   | 2,500.00     | 879.00       | 1,621.00     | 35   | 2,500.00     | 3,652.00     | 1,152.00     | 146  |
| 460523 Plan Review - Food Services  | 17,000.00    | 15,417.00    | 1,583.00     | 91   | 17,000.00    | 11,693.00    | 5,307.00     | 69   |
| 460524 Family Planning              | 44,000.00    | 17,226.30    | 26,773.70    | 39   | 44,000.00    | 20,619.04    | 23,380.96    | 47   |
| 460525 Plan Review - Vector         | 30,000.00    | 22,127.00    | 7,873.00     | 74   | 24,000.00    | 18,059.00    | 6,941.00     | 75   |
| 460526 Plan Review-Air Quality      | 40,000.00    | 20,508.00    | 19,492.00    | 51   | 25,000.00    | 20,059.00    | 4,941.00     | 80   |
| 460527 NOE AQM                      | 100,000.00   | 55,731.00    | 44,269.00    | 56   | 76,000.00    | 63,442.00    | 12,558.00    | 83   |
| 460528 NESHAP-AQM                   | 84,000.00    | 42,299.00    | 41,701.00    | 50   | 66,000.00    | 47,597.00    | 18,403.00    | 72   |
| 460529 Assessments-AQM              | 41,000.00    | 27,597.00    | 13,403.00    | 67   | 28,000.00    | 20,790.00    | 7,210.00     | 74   |
| 460530 Inspector Registr-AQ         | 2,600.00     | 2,838.00     | 238.00       | 109  | 3,115.00     | 2,670.00     | 445.00       | 86   |
| 460531 Dust Plan-Air Quality        | 95,000.00    | 73,306.00    | 21,694.00    | 77   | 165,000.00   | 63,912.00    | 101,088.00   | 39   |
| 460532 Plan Rvw Hotel/Motel         |              | 322.00       | 322.00       |      |              | 189.00       | 189.00       |      |
| 460533 Quick Start                  |              |              |              |      |              | 87.00        | 87.00        |      |
| 460534 Child Care Inspection        | 8,500.00     | 4,813.00     | 3,687.00     | 57   | 8,000.00     | 4,623.00     | 3,377.00     | 58   |
| 460535 Pub Accomod Inspect          | 17,300.00    | 8,928.00     | 8,372.00     | 52   | 16,000.00    | 9,510.00     | 6,490.00     | 59   |
| 460570 Education Revenue            | 5,700.00     | 850.00       | 4,850.00     | 15   | 13,400.00    | 3,948.00     | 9,452.00     | 29   |
| * Charges for Services              | 1,253,150.00 | 741,859.57   | 511,290.43   | 59   | 1,153,115.00 | 795,012.31   | 358,102.69   | 69   |
| 484050 Donations Federal Pgm Income | 41,934.00    | 23,700.48    | 18,233.52    | 57   | 41,450.00    | 29,560.80    | 11,889.20    | 71   |

Washoe County Health District  
 REVENUE  
 Pds 1 - 7, FY13

| Accounts                   | 2013 Plan     | 2013 Actuals  | Balance       | Act% | 2012 Plan      | 2012 Actual   | Balance       | Act% |
|----------------------------|---------------|---------------|---------------|------|----------------|---------------|---------------|------|
| 484195 Non-Govt Grants     |               | 58,763.00-    | 58,763.00     |      | 5,000.00-      |               | 5,000.00-     |      |
| 485100 Reimbursements      |               | 907.44-       | 907.44        |      |                | 150.00-       | 150.00        |      |
| 485110 Workers Comp Reimb  |               | 180.00-       | 180.00        |      |                |               |               |      |
| 485127 Jury Reimbursements |               | 5,167.45-     | 5,167.45      |      | 805,650.00-    | 200.00-       | 200.00        |      |
| 485300 Other Misc Govt Rev | 41,934.00-    | 88,718.37-    | 46,784.37     | 212  | 852,100.00     | 1,253.80-     | 804,396.20-   | 0    |
| * Miscellaneous            | 8,993,719.51- | 4,805,396.90- | 4,188,322.61- | 53   | 10,508,860.17- | 31,164.60-    | 820,935.40-   | 4    |
| ** Revenue                 |               |               |               |      |                | 5,294,924.55- | 5,213,935.62- | 50   |

Washoe County Health District  
EXPENSE  
Pds 1 - 7, FY13

| Accounts                         | 2013 Plan     | 2013 Actuals | Balance      | Acct% | 2012 Plan     | 2012 Actual  | Balance      | Acct% |
|----------------------------------|---------------|--------------|--------------|-------|---------------|--------------|--------------|-------|
| 70110 Base Salaries              | 9,412,433.37  | 4,995,620.92 | 4,416,812.45 | 53    | 9,478,553.73  | 5,756,431.36 | 3,722,122.37 | 61    |
| 70120 Part Time                  | 529,904.89    | 304,839.94   | 225,064.95   | 58    | 542,290.09    | 362,486.52   | 179,803.57   | 67    |
| 70130 Pooled Positions           | 449,368.86    | 214,367.06   | 235,001.80   | 48    | 425,879.50    | 222,796.04   | 203,083.46   | 52    |
| 70140 Holiday Work               | 1,450.00      | 1,650.81     | 200.81       | 114   | 1,200.00      | 3,590.00     | 2,390.00     | 299   |
| 701200 Incentive Longevity       | 161,762.00    | 84,844.20    | 76,917.80    | 52    | 162,380.00    | 82,789.21    | 79,590.79    | 51    |
| 701300 Overtime                  | 50,825.11     | 22,447.58    | 28,377.53    | 44    | 57,406.25     | 25,772.72    | 31,633.53    | 45    |
| 701406 Standby Pay               |               |              |              |       |               | 5,427.32     | 5,427.32     |       |
| 701408 Call Back                 | 1,000.00      | 182.10       | 817.90       | 18    | 3,000.00      | 552.01       | 2,447.99     |       |
| 701412 Salary Adjustment         | 40,388.54     |              | 40,388.54    |       | 101,818.78    |              | 101,818.78   |       |
| 701413 Vac Payoff/Sick Pay-Term  |               | 63,179.86    | 63,179.86    |       |               |              | 132,925.95   |       |
| 701417 Comp Time                 |               | 20,986.42    | 20,986.42    |       |               |              | 14,009.39    |       |
| 701419 Comp Time - Transfer      |               | 9,723.83     | 9,723.83     |       |               |              |              |       |
| 701500 Merit Awards              |               |              |              |       |               |              |              |       |
| * Salaries and Wages             | 10,647,132.77 | 5,717,842.72 | 4,929,290.05 | 54    | 92,818.62     |              | 92,818.62    |       |
| 70510 Group Insurance            | 1,443,538.10  | 777,320.69   | 666,217.41   | 54    | 10,679,709.73 | 6,606,780.52 | 4,072,929.21 | 62    |
| 705199 Lab Cost Say-Benef        |               |              |              |       | 1,489,390.16  | 900,401.77   | 588,988.39   | 60    |
| 705210 Retirement                |               |              |              |       |               | 3,222.00     | 3,222.00     |       |
| 705215 Retirement Calculation    | 2,389,096.05  | 1,275,177.03 | 1,113,919.02 | 53    | 2,366,170.12  | 1,460,985.92 | 905,184.20   | 62    |
| 705230 Medicare April 1986       |               |              |              |       | 355,282.00    | 5,435.96     | 349,848.04   | 2     |
| 705320 Workmens Comp             | 137,881.64    | 77,064.11    | 60,827.53    | 56    | 137,288.33    | 87,386.45    | 49,901.88    | 64    |
| 705330 Unempoly Comp             | 63,932.41     | 42,621.76    | 21,310.65    | 67    | 63,088.76     | 39,773.28    | 23,315.48    | 63    |
| 705360 Benefit Adjustment        | 15,533.45     | 15,533.45    |              | 100   | 14,892.40     | 14,892.90    | 0.50         | 100   |
| * Employee Benefits              | 10,656.00     | 10,656.00    | 10,656.00    |       | 11,708.00     |              | 11,708.00    |       |
| 710100 Professional Services     | 4,060,637.55  | 2,187,707.04 | 1,872,930.61 | 54    | 4,437,819.77  | 2,505,654.28 | 1,932,165.49 | 56    |
| 710105 Medical Services          | 897,831.38    | 228,885.32   | 668,946.06   | 25    | 1,126,661.42  | 164,153.77   | 962,507.65   | 15    |
| 710108 MD Consultants            | 9,264.00      | 1,847.50     | 7,416.50     | 20    | 8,914.00      | 1,208.50     | 7,705.50     | 14    |
| 710110 Contracted/Temp Services  | 46,900.00     | 27,537.50    | 19,362.50    | 59    | 60,900.00     | 34,812.50    | 26,087.50    | 57    |
| 710119 Subrecipient Payments     | 68,500.00     | 27,186.20    | 41,313.80    | 40    | 89,365.00     | 25,214.10    | 64,150.90    | 28    |
| 710200 Service Contract          |               |              |              |       | 186,242.00    | 101,612.64   | 84,629.36    | 55    |
| 710205 Repairs and Maintenance   | 105,243.00    | 37,554.30    | 67,688.70    | 36    | 69,433.00     | 56,447.52    | 12,985.48    | 81    |
| 710210 Software Maintenance      | 20,541.91     | 3,867.80     | 16,674.11    | 19    | 19,940.00     | 4,010.52     | 15,929.48    | 20    |
| 710300 Operating Supplies        | 16,200.00     | 13,920.00    | 2,280.00     | 86    | 12,000.00     | 10,550.00    | 1,450.00     | 88    |
| 710302 Small Tools & Allow       | 130,502.55    | 71,705.34    | 58,797.21    | 55    | 158,652.00    | 82,912.58    | 75,739.42    | 52    |
| 710308 Animal Supplies           | 3,685.00      |              | 3,685.00     |       | 1,685.00      |              | 1,685.00     |       |
| 710312 Special Dept Expense      | 2,000.00      | 343.91       | 1,656.09     | 17    | 2,000.00      | 323.75       | 1,676.25     | 16    |
| 710319 Chemical Supplies         |               | 100.00       | 100.00       |       |               |              |              |       |
| 710325 Signs and Markers         | 231,950.00    | 232,131.87   | 181.87       | 100   | 281,950.00    |              |              |       |
| 710334 Copy Machine Expense      | 28,166.89     | 11,928.28    | 16,238.61    | 42    | 29,324.89     | 1,336.50     | 16,558.26    | 94    |
| 710355 Office Supplies           | 39,970.01     | 21,022.27    | 18,947.74    | 53    | 44,277.01     | 15,181.64    | 14,143.25    | 52    |
| 710356 Books and Subscriptions   | 7,359.00      | 3,647.32     | 3,711.68     | 50    | 7,684.00      | 4,755.25     | 18,643.14    | 58    |
| 710360 Postage                   | 21,360.00     | 9,027.93     | 12,332.07    | 42    | 21,085.00     | 11,173.03    | 2,928.75     | 62    |
| 710361 Express and Courier       | 610.75        | 639.22       | 28.47        | 105   | 780.00        | 168.90       | 9,911.97     | 53    |
| 710391 Fuel & Lube               | 100.00        |              | 100.00       |       | 100.00        |              | 611.10       | 22    |
| 710500 Other Expense             | 42,473.51     | 17,019.14    | 25,454.37    | 40    | 28,331.31     | 100.00       | 100.00       |       |
| 710502 Printing                  | 28,155.00     | 8,858.15     | 19,296.85    | 31    | 17,567.00     | 7,444.52     | 9,541.50     | 66    |
| 710503 Licenses & Permits        | 8,870.00      | 5,867.39     | 3,002.61     | 66    | 8,540.00      | 4,940.25     | 10,112.48    | 42    |
| 710505 Rental Equipment          | 3,324.00      | 1,046.00     | 2,278.00     | 31    | 2,300.00      | 1,158.00     | 3,599.75     | 58    |
| 710506 Dept Insurance-Deductible |               | 452.58       | 452.58       |       |               | 150.00       | 1,142.00     | 50    |
| 710507 Network and Data Lines    | 6,240.00      | 6,550.70     | 310.70       | 105   | 5,960.00      | 8,078.59     | 150.00       |       |
|                                  |               |              |              |       |               |              | 2,118.59     | 136   |



Washoe County Health District  
EXPENSE  
Pds 1 - 7, FY13

| Accounts                           | 2013 Plan     | 2013 Actuals  | Balance      | Ac% | 2012 Plan     | 2012 Actual   | Balance      | Ac% |
|------------------------------------|---------------|---------------|--------------|-----|---------------|---------------|--------------|-----|
| 710508 Telephone Land Lines        | 45,215.00     | 21,837.21     | 23,377.79    | 48  | 46,189.00     | 24,980.69     | 21,208.31    | 54  |
| 710509 Seminars and Meetings       | 32,076.00     | 17,080.50     | 14,989.50    | 53  | 33,040.00     | 19,531.19     | 13,508.81    | 59  |
| 710512 Auto Expense                | 19,368.00     | 8,132.64      | 11,235.36    | 42  | 23,268.00     | 8,507.67      | 14,760.33    | 37  |
| 710514 Regulatory Assessments      | 11,920.00     | 8,940.00      | 2,980.00     | 75  | 11,920.00     | 11,920.00     | 11,920.00    |     |
| 710519 Cellular Phone              | 18,290.00     | 7,424.13      | 10,865.87    | 41  | 17,240.00     | 10,248.94     | 6,991.06     | 59  |
| 710529 Dues                        | 11,576.00     | 11,671.00     | 96.00        | 101 | 6,886.00      | 6,780.00      | 106.00       | 98  |
| 710535 Credit Card Fees            | 11,455.00     | 6,218.53      | 5,236.47     | 54  | 10,495.00     | 6,485.81      | 4,009.19     | 62  |
| 710545 Advertising                 | 44,728.86     | 40,475.71     | 4,253.15     | 90  | 42,465.52     | 59,117.09     | 16,651.57    | 139 |
| 710551 Cash Discounts Lost         |               | 25.06         | 25.06        |     |               | 273.58        | 273.58       |     |
| 710552 Moving Costs                |               |               |              |     |               | 1,046.14      | 1,046.14     |     |
| 710577 Uniforms & Special Clothing | 3,000.00      | 2,297.83      | 702.17       | 77  | 3,150.00      | 2,304.60      | 845.40       | 73  |
| 710585 Undesignated Budget         | 21,769.00     |               | 21,769.00    |     | 923,058.00    |               | 923,058.00   |     |
| 710600 LT Lease-Office Space       | 113,439.00    | 74,819.57     | 38,619.43    | 66  | 113,439.00    | 83,761.42     | 29,677.58    | 74  |
| 710703 Biologicals                 | 249,583.98    | 119,723.48    | 129,860.50   | 48  | 242,794.79    | 91,255.84     | 151,538.95   | 38  |
| 710714 Referral Services           | 9,040.00      | 2,712.00      | 6,328.00     | 30  | 9,040.00      | 9,040.00      | 9,040.00     |     |
| 710721 Outpatient                  | 110,399.16    | 42,982.67     | 67,416.48    | 39  | 97,399.00     | 45,024.17     | 52,374.83    | 46  |
| 710872 Food Purchases              | 9,100.00      | 2,846.53      | 6,251.47     | 31  | 3,726.00      | 592.51        | 3,133.49     | 16  |
| 711010 Utilities                   | 2,890.00      |               | 2,890.00     |     | 3,483.00      |               | 3,483.00     |     |
| 711100 ESD Asset Management        | 17,040.00     | 9,768.00      | 7,272.00     | 57  | 17,160.00     | 12,220.00     | 4,940.00     | 71  |
| 711113 Equip Srv Replace           | 25,938.64     | 15,842.71     | 10,095.93    | 61  | 44,139.00     | 30,611.14     | 13,527.86    | 69  |
| 711114 Equip Srv O & M             | 42,163.13     | 22,836.38     | 19,326.75    | 54  | 57,849.02     | 28,613.64     | 29,235.38    | 49  |
| 711115 Equip Srv Motor Pool        | 16,741.00     |               | 16,741.00    |     |               | 15,625.48     | 15,625.48    |     |
| 711117 ESD Fuel Charge             | 51,253.35     | 30,542.06     | 20,711.29    | 60  | 48,768.76     | 34,964.17     | 13,804.59    | 72  |
| 711119 Prop & Lab Billings         | 80,283.41     | 53,522.24     | 26,761.17    | 67  | 77,036.32     | 51,357.52     | 25,678.80    | 67  |
| 711210 Travel                      | 194,372.25    | 31,525.84     | 162,846.41   | 16  | 163,845.00    | 34,375.20     | 129,469.80   | 21  |
| 711300 Cash Over Short             |               |               |              |     |               | 3.00          | 3.00         |     |
| 711400 Overhead - General Fund     | 2,553,372.00  | 1,276,686.00  | 1,276,686.00 | 50  |               |               |              |     |
| 711504 Equipment nonCapital        | 108,441.08    | 101,584.23    | 6,856.85     | 94  | 66,984.98     | 93,031.14     | 26,046.16    | 139 |
| * Services and Supplies            | 5,522,665.85  | 2,640,535.04  | 2,882,050.81 | 48  | 4,235,138.02  | 1,518,072.92  | 2,717,065.10 | 36  |
| 781004 Equipment Capital           | 384,770.01    | 175,589.40    | 209,180.61   | 46  | 529,183.12    | 262,214.75    | 266,968.37   | 50  |
| * Capital Outlay                   | 384,770.01    | 175,589.40    | 209,180.61   | 46  | 529,183.12    | 262,214.75    | 266,968.37   | 50  |
| ** Expenses                        | 20,615,226.28 | 10,721,774.20 | 9,893,452.08 | 52  | 19,881,850.64 | 10,892,722.47 | 8,989,128.17 | 55  |
| 485196 Insur Reimb-F/A Loss        |               | 150.00        | 150.00       |     |               |               |              |     |
| * Other Fin. Sources               |               | 150.00        | 150.00       |     |               |               |              |     |
| 621001 Transfer From General       | 8,623,891.00  | 2,874,631.00  | 5,749,260.00 | 33  | 7,250,850.00  | 1,812,714.00  | 5,438,136.00 | 25  |
| * Transfers In                     | 8,623,891.00  | 2,874,631.00  | 5,749,260.00 | 33  | 7,250,850.00  | 1,812,714.00  | 5,438,136.00 | 25  |
| ** Other Financing Src/Use         | 8,623,891.00  | 2,874,781.00  | 5,749,110.00 | 33  | 7,250,850.00  | 1,812,714.00  | 5,438,136.00 | 25  |
| *** Total                          | 2,997,615.77  | 3,041,596.30  | 43,980.53    | 101 | 2,122,149.47  | 3,785,083.92  | 1,662,943.45 | 173 |

Washoe County Health District  
Administrative Health Services  
Pds 1 - 7, FY13

| Accounts                        | 2013 Plan    | 2013 Actuals | Balance    | Act%  | 2012 Plan    | 2012 Actual  | Balance    | Act% |
|---------------------------------|--------------|--------------|------------|-------|--------------|--------------|------------|------|
| 43100 Federal Grants            | 1,109,658.25 | 555,688.92   | 553,969.33 | 50    | 1,191,109.00 | 689,158.62   | 501,950.38 | 58   |
| 43105 Federal Grants - Indirect |              |              |            |       |              | 28,103.25    | 28,103.25  |      |
| * Intergovernmental             | 1,109,658.25 | 555,688.92   | 553,969.33 | 50    | 1,191,109.00 | 717,261.87   | 473,847.13 | 60   |
| 460512 Duplication Service Fees |              | 5.00         | 5.00       |       |              | 8.00         | 8.00       |      |
| * Charges for Services          |              | 5.00         | 5.00       |       |              | 8.00         | 8.00       |      |
| 484195 Non-Govt Grants          |              | 58,763.00    | 58,763.00  |       |              |              |            |      |
| 485300 Other Misc Govt Rev      |              | 5,125.00     | 5,125.00   |       |              |              |            |      |
| * Miscellaneous                 |              | 63,888.00    | 63,888.00  |       |              |              |            |      |
| ** Revenue                      | 1,109,658.25 | 619,581.92   | 490,076.33 | 56    | 1,191,109.00 | 717,269.87   | 473,839.13 | 60   |
| 701110 Base Salaries            | 1,587,759.85 | 889,958.15   | 697,801.70 | 56    | 1,600,778.33 | 1,029,280.12 | 571,498.21 | 64   |
| 701130 Pooled Positions         | 5,000.00     | 10,273.45    | 5,273.45   | 205   | 24,125.42    | 10,094.87    | 14,030.55  | 42   |
| 701140 Holiday Work             |              | 122.22       | 122.22     |       |              |              |            |      |
| 701200 Incentive Longevity      | 30,755.00    | 15,107.67    | 15,647.33  | 49    | 30,500.00    | 14,490.38    | 16,009.62  | 48   |
| 701300 Overtime                 | 1,200.00     | 1,302.57     | 102.57     | 109   | 2,000.00     | 2,005.45     | 5.45       | 100  |
| 701412 Salary Adjustment        | 10,554.54    | 3,173.40     | 10,554.54  |       | 58,579.12    | 58,579.12    | 58,579.12  |      |
| 701413 Vac Payoff/Sick Pay-Term |              | 18.92        | 18.92      |       |              | 388.28       | 388.28     |      |
| 701417 Comp Time                |              |              |            |       |              | 0.48         | 0.48       |      |
| * Salaries and Wages            | 1,635,269.39 | 919,956.38   | 715,313.01 | 56    | 1,715,982.87 | 1,056,259.58 | 659,723.29 | 62   |
| 705110 Group Insurance          | 254,302.59   | 141,353.64   | 112,948.95 | 56    | 261,042.78   | 169,052.71   | 91,990.07  | 65   |
| 705199 Lab Cost Sav-Benef       |              |              |            |       |              | 649.40       | 649.40     |      |
| 705210 Retirement               | 384,397.43   | 214,930.73   | 169,466.70 | 56    | 385,686.97   | 246,062.23   | 139,624.74 | 64   |
| 705215 Retirement Calculation   |              |              |            |       | 355,282.00   |              | 355,282.00 |      |
| 705230 Medicare April 1986      | 22,639.74    | 12,723.48    | 9,916.26   | 56    | 22,872.08    | 14,648.91    | 8,223.17   | 64   |
| 705230 Workmens Comp            | 11,339.00    | 7,559.36     | 3,779.64   | 67    | 11,830.05    | 7,886.72     | 3,943.33   | 67   |
| 705330 Unemply Comp             | 2,755.00     | 2,755.00     |            | 100   | 2,794.50     | 2,794.50     |            | 100  |
| * Employee Benefits             | 675,433.76   | 379,322.21   | 296,111.55 | 56    | 1,039,508.38 | 439,795.67   | 599,712.71 | 42   |
| 710100 Professional Services    | 1,500.00     | 36,183.98    | 34,683.98  | 2,412 | 1,500.00     | 1,278.88     | 221.12     | 85   |
| 710105 Medical Services         | 350.00       | 26.00        | 324.00     | 7     | 350.00       |              | 350.00     |      |
| 710110 Contracted/Temp Services | 1,500.00     |              | 1,500.00   |       | 1,500.00     | 7,442.35     | 7,442.35   |      |
| 710200 Service Contract         | 400.00       | 512.20       | 112.20     | 128   | 400.00       | 2.45         | 1,497.55   | 0    |
| 710205 Repairs and Maintenance  | 9,100.00     | 5,718.79     | 3,381.21   | 63    | 17,251.00    | 34.00        | 366.00     | 9    |
| 710300 Operating Supplies       |              | 100.00       | 100.00     |       |              | 16,516.99    | 734.01     | 96   |
| 710312 Special Dept Expense     |              |              |            |       |              |              |            |      |
| 710334 Copy Machine Expense     | 4,500.00     | 2,479.16     | 2,020.84   | 55    | 5,500.00     | 3,513.72     | 1,986.28   | 64   |
| 710350 Office Supplies          | 8,500.00     | 4,517.08     | 3,982.92   | 53    | 11,700.00    | 8,344.84     | 3,355.16   | 71   |
| 710355 Books and Subscriptions  | 1,000.00     | 791.44       | 208.56     | 79    | 1,000.00     | 1,175.45     | 175.45     | 118  |
| 710360 Postage                  | 1,125.00     | 658.89       | 466.11     | 59    | 1,125.00     | 535.22       | 589.78     | 48   |
| 710361 Express and Courier      | 100.00       | 40.84        | 59.16      | 41    | 100.00       |              | 100.00     |      |
| 710500 Other Expense            | 1,600.00     | 882.65       | 717.35     | 55    | 1,600.00     | 872.50       | 727.50     | 55   |
| 710502 Printing                 | 2,050.00     | 365.71       | 1,684.29   | 18    | 2,050.00     | 876.65       | 1,173.35   | 43   |
| 710503 Licenses & Permits       | 2,340.00     | 446.00       | 1,894.00   | 19    | 2,340.00     | 1,851.00     | 489.00     | 79   |
| 710507 Network and Data Lines   | 630.00       | 348.41       | 281.59     | 55    | 630.00       | 312.42       | 317.58     | 50   |
| 710508 Telephone Land Lines     | 10,080.00    | 4,646.99     | 5,433.01   | 46    | 11,080.00    | 5,201.18     | 5,878.82   | 47   |
| 710509 Seminars and Meetings    | 5,300.00     | 1,578.50     | 3,721.50   | 30    | 5,900.00     | 2,476.00     | 3,424.00   | 42   |
| 710512 Auto Expense             | 2,900.00     | 1,479.76     | 1,420.24   | 51    | 2,900.00     | 1,742.74     | 1,157.26   | 60   |
| 710519 Cellular Phone           | 1,470.00     | 928.41       | 541.59     | 63    | 1,470.00     | 1,767.13     | 297.13     | 120  |
| 710529 Dues                     | 2,850.00     | 3,480.00     | 630.00     | 122   | 2,850.00     | 2,188.00     | 662.00     | 77   |

Washoe County Health District  
 Administrative Health Services  
 Pds 1 - 7, FY13

| Accounts                     | 2013 Plan    | 2013 Actuals | Balance      | Act% | 2012 Plan    | 2012 Actual  | Balance      | Act%  |
|------------------------------|--------------|--------------|--------------|------|--------------|--------------|--------------|-------|
| 710546 Advertising           | 150.00       | 99.00        | 51.00        | 66   | 150.00       | 1,046.14     | 150.00       |       |
| 710552 Moving Costs          |              |              |              |      |              |              | 1,046.14     |       |
| 710600 LT Lease-Office Space | 71,788.00    | 47,859.57    | 23,928.43    | 67   | 71,788.00    | 53,431.42    | 18,356.58    | 74    |
| 710872 Food Purchases        | 150.00       |              | 150.00       |      | 150.00       |              | 150.00       |       |
| 711010 Utilities             | 1,000.00     |              | 1,000.00     |      | 1,000.00     |              | 1,000.00     |       |
| 711100 ESD Asset Management  |              |              |              |      | 312.00       | 208.00       | 104.00       | 67    |
| 711114 Equip Str. O & M      |              |              |              |      | 767.04       | 437.25       | 329.79       | 57    |
| 711115 Equip Srv/Motor Pool  |              |              |              |      |              | 50.00        | 50.00        |       |
| 711117 ESD Fuel/Charge       |              |              |              |      | 567.28       | 472.26       | 85.02        | 85    |
| 711119 Prop. & Lab Billings  | 14,239.00    | 9,492.72     | 4,746.28     | 67   | 14,500.35    | 9,666.88     | 4,833.47     | 67    |
| 711210 Travel                | 13,500.00    | 2,622.33     | 10,877.67    | 19   | 13,500.00    | 4,544.47     | 8,955.53     | 34    |
| 711300 Cash Over/Short       |              |              |              |      |              | 3.00         | 3.00         |       |
| 711504 Equipment-nonCapital  | 1,500.00     | 2,765.05     | 1,265.05     | 184  | 1,500.00     | 16,169.97    | 14,669.97    | 1,078 |
| * Services and Supplies      | 159,622.00   | 128,023.48   | 31,598.52    | 80   | 175,470.67   | 142,154.91   | 33,315.76    | 81    |
| ** Expenses                  | 2,470,325.15 | 1,427,302.07 | 1,043,023.08 | 58   | 2,930,961.92 | 1,638,210.16 | 1,292,751.76 | 56    |
| *** Total                    | 1,369,666.90 | 807,720.15   | 561,946.75   | 59   | 1,439,852.92 | 920,940.29   | 818,912.33   | 53    |

**Washoe County Health District  
Air Quality Management  
Pds 1 - 7, FY13**

| Accounts                         | 2013 Plan    | 2013 Actuals | Balance    | Act% | 2012 Plan    | 2012 Actual  | Balance    | Act%  |
|----------------------------------|--------------|--------------|------------|------|--------------|--------------|------------|-------|
| 422510 Air Pollution Permits     | 448,037.00   | 265,209.76   | 182,827.25 | 59   | 370,485.00   | 195,994.50   | 174,490.50 | 53    |
| * Licenses and Permits           | 448,037.00   | 265,209.76   | 182,827.25 | 59   | 370,485.00   | 195,994.50   | 174,490.50 | 53    |
| 431100 Federal Grants            | 912,531.00   | 434,878.96   | 477,652.04 | 48   | 863,531.00   | 267,319.74   | 596,211.26 | 31    |
| 431105 Federal Grants - Indirect | 30,224.00    | 6,509.04     | 23,714.96  | 22   | 230,000.00   | 5,921.26     | 5,921.26   | 100   |
| 432100 State Grants              | 182,000.00   | 182,000.00   | 137,960.00 | 54   | 297,006.07   | 230,000.00   | 61,613.07  | 79    |
| 432311 Pol Crl 456B-830          | 300,000.00   | 162,040.00   | 639,327.00 | 55   | 1,390,537.07 | 738,634.00   | 661,903.07 | 53    |
| * Intergovernmental              | 1,424,755.00 | 785,428.00   | 19,492.00  | 51   | 25,000.00    | 20,059.00    | 4,941.00   | 80    |
| 460526 Plan Review-Air Quality   | 40,000.00    | 20,508.00    | 44,269.00  | 56   | 76,000.00    | 63,442.00    | 12,558.00  | 83    |
| 460527 NOE-AQM                   | 100,000.00   | 55,731.00    | 41,701.00  | 50   | 66,000.00    | 47,597.00    | 18,403.00  | 72    |
| 460528 NESHAP-AQM                | 84,000.00    | 42,299.00    | 13,403.00  | 67   | 28,000.00    | 20,790.00    | 7,210.00   | 74    |
| 460529 Assessments-AQM           | 41,000.00    | 27,597.00    | 238.00     | 109  | 3,115.00     | 2,670.00     | 445.00     | 86    |
| 460530 Inspector Registr-AQ      | 2,600.00     | 2,838.00     | 21,694.00  | 77   | 165,000.00   | 63,912.00    | 101,088.00 | 39    |
| 460531 Dust Plan-Air Quality     | 95,000.00    | 73,306.00    | 140,321.00 | 61   | 363,115.00   | 218,470.00   | 144,645.00 | 60    |
| * Charges for Services           | 362,600.00   | 222,279.00   | 14.56      |      |              | 150.00       | 150.00     |       |
| 485100 Reimbursements            |              |              | 14.56      |      |              | 423.30       | 423.30     |       |
| 485300 Other Misc Govt Rev       |              |              | 14.56      |      |              | 573.30       | 573.30     |       |
| * Miscellaneous                  |              |              | 14.56      |      |              | 1,153,671.80 | 970,466.27 |       |
| ** Revenue                       | 2,235,392.00 | 1,272,931.31 | 962,460.69 | 57   | 2,124,137.07 | 730,634.63   | 561,577.66 | 54    |
| 701110 Base Salaries             | 1,345,462.49 | 709,811.98   | 88,077.30  | 5    | 28,000.00    | 6,023.53     | 21,976.47  | 22    |
| 701130 Pooled Positions          | 93,151.68    | 5,074.38     | 109.82     | 56   | 22,400.00    | 394.65       | 394.65     | 43    |
| 701140 Holiday Work              | 250.00       | 140.18       | 9,760.02   | 25   | 7,599.56     | 3,158.60     | 4,440.96   | 42    |
| 701200 Incentive Longevity       | 19,210.00    | 9,449.98     | 7,551.33   |      |              | 60,347.70    | 5,358.86   |       |
| 701300 Overtime                  | 10,045.11    | 2,493.78     | 2,023.44   |      |              | 815,641.82   | 534,570.03 |       |
| 701413 Vac Payoff/Sick Pay-Term  |              | 2,023.44     | 918.38     |      |              | 99,528.45    | 77,514.27  |       |
| 701417 Comp Time                 |              | 918.38       |            |      |              | 624.40       | 624.40     |       |
| * Salaries and Wages             | 1,468,119.28 | 729,912.12   | 738,207.16 | 50   | 1,350,211.85 | 815,641.82   | 534,570.03 | 60    |
| 705110 Group Insurance           | 172,127.11   | 92,079.70    | 80,047.41  | 53   | 177,040.72   | 99,528.45    | 77,514.27  | 56    |
| 705199 Lab Cost Sav-Benefit      |              |              |            |      |              |              |            |       |
| 705210 Retirement                | 324,109.95   | 170,713.93   | 153,396.02 | 53   | 305,669.98   | 174,560.21   | 131,109.77 | 57    |
| 705230 Medicare April 1986       | 19,385.69    | 10,195.17    | 9,190.52   | 53   | 18,443.93    | 11,091.02    | 7,392.91   | 60    |
| 705320 Workmens Comp             | 7,585.40     | 5,056.96     | 2,528.44   | 67   | 7,543.80     | 5,029.20     | 2,514.60   | 67    |
| 705330 Unemploy Comp             | 1,843.00     | 1,843.00     |            | 100  | 1,782.00     | 1,782.00     |            | 100   |
| * Employee Benefits              | 525,051.15   | 279,888.76   | 245,162.39 | 53   | 510,480.43   | 291,364.48   | 219,115.95 | 57    |
| 710100 Professional Services     | 385,103.78   | 56,417.86    | 328,685.92 | 15   | 298,767.94   | 283.00       | 298,484.94 | 0     |
| 710105 Medical Services          | 1,416.00     | 1,098.00     | 318.00     | 78   | 1,316.00     | 323.50       | 992.50     | 25    |
| 710200 Service Contract          | 500.00       | 171.33       | 328.67     | 34   | 500.00       | 262.36       | 237.64     | 52    |
| 710205 Repairs and Maintenance   | 10,741.91    | 2,739.10     | 8,002.81   | 25   | 11,730.00    | 449.01       | 11,280.99  | 4     |
| 710210 Software Maintenance      | 4,200.00     | 4,170.00     | 30.00      | 99   |              | 1,550.00     | 1,550.00   |       |
| 710300 Operating Supplies        | 11,079.55    | 16,067.80    | 4,988.25   | 145  | 8,600.00     | 3,920.71     | 4,679.29   | 46    |
| 710334 Copy Machine Expense      | 4,400.00     | 1,443.39     | 2,956.61   | 33   | 4,400.00     | 2,523.95     | 1,876.05   | 57    |
| 710350 Office Supplies           | 4,000.00     | 2,392.38     | 1,607.62   | 60   | 4,000.00     | 2,500.83     | 1,499.17   | 63    |
| 710355 Books and Subscriptions   | 224.00       | 334.13       | 1,279.19   | 149  | 224.00       | 268.37       | 44.37      | 120   |
| 710360 Postage                   | 2,900.00     | 1,620.81     | 1,279.19   | 56   | 2,900.00     | 1,853.87     | 1,046.13   | 64    |
| 710361 Express and Courier       | 80.75        | 480.17       | 399.42     | 595  | 175.00       | 71.45        | 103.55     | 41    |
| 710500 Other Expense             | 100.00       | 118.85       | 18.85      | 119  | 100.00       | 1,302.89     | 1,202.89   | 1,303 |
| 710502 Printing                  | 800.00       | 838.39       | 38.39      | 105  | 800.00       | 428.49       | 371.51     | 54    |
| 710503 Licenses & Permits        | 135.00       | 232.39       | 97.39      | 172  | 135.00       |              | 135.00     |       |
| 710506 Rental Equipment          | 1,800.00     |              | 1,800.00   |      | 1,800.00     |              | 1,800.00   |       |

**Washoe County Health District  
Air Quality Management  
Pds 1 - 7, FY13**

| Accounts                           | 2013 Plan    | 2013 Actuals | Balance      | Act%  | 2012 Plan    | 2012 Actual  | Balance      | Act%  |
|------------------------------------|--------------|--------------|--------------|-------|--------------|--------------|--------------|-------|
| 710507 Network and Data Lines      |              | 3,235.00     | 3,235.00     |       |              | 3,715.00     | 3,715.00     |       |
| 710508 Telephone Land Lines        | 6,500.00     | 2,500.87     | 3,999.13     | 38    | 6,500.00     | 2,804.24     | 3,695.76     | 43    |
| 710509 Seminars and Meetings       | 3,005.00     | 2,599.00     | 406.00       | 86    | 5,000.00     | 1,570.19     | 3,429.81     | 31    |
| 710512 Auto Expense                | 1,000.00     | 238.67       | 761.33       | 24    | 1,000.00     | 270.87       | 729.13       | 27    |
| 710519 Cellular Phone              | 4,700.00     | 2,025.83     | 2,674.17     | 43    | 4,700.00     | 2,979.90     | 1,720.10     | 63    |
| 710529 Dues                        | 4,435.00     | 6,700.00     | 2,265.00     | 151   | 435.00       | 2,750.00     | 2,315.00     | 632   |
| 710535 Credit Card Fees            | 1,600.00     | 1,382.70     | 217.30       | 86    | 1,500.00     | 1,080.33     | 419.67       | 72    |
| 710546 Advertising                 | 1,000.00     | 11,170.00    | 10,170.00    | 1,117 | 1,000.00     | 11,915.36    | 10,915.36    | 1,192 |
| 710577 Uniforms & Special Clothing | 1,100.00     | 1,247.97     | 147.97       | 113   | 1,100.00     | 1,686.90     | 586.90       | 153   |
| 711100 ESD Asset Management        | 2,592.00     | 1,512.00     | 1,080.00     | 58    | 2,808.00     | 1,872.00     | 936.00       | 67    |
| 711113 Equip Srv Replace           | 8,499.58     | 5,555.68     | 2,943.90     | 65    | 13,719.96    | 10,344.10    | 3,375.86     | 75    |
| 711114 Equip Srv O & M             | 10,384.74    | 4,861.64     | 5,523.10     | 47    | 12,963.22    | 5,352.40     | 7,610.82     | 41    |
| 711117 ESD Fuel Charge             | 10,687.05    | 5,992.70     | 4,694.35     | 56    | 10,520.54    | 7,802.13     | 2,718.41     | 74    |
| 711119 Prop & Liab Billings        | 9,525.40     | 6,350.24     | 3,175.16     | 67    | 9,246.60     | 6,164.40     | 3,082.20     | 67    |
| 711210 Travel                      | 36,086.25    | 8,266.82     | 27,821.43    | 23    | 31,000.00    | 3,322.47     | 27,677.53    | 11    |
| 711504 Equipment nonCapital        | 37,117.08    | 45,749.33    | 6,632.25     | 123   | 24,000.00    | 26,846.76    | 2,846.76     | 112   |
| * Services and Supplies            | 555,715.09   | 197,504.05   | 368,211.04   | 35    | 460,941.26   | 106,215.48   | 354,725.78   | 23    |
| * Capital Outlay                   | 342,770.01   | 174,239.40   | 168,530.61   | 51    | 330,432.00   | 116,338.60   | 214,093.40   | 35    |
| ** Expenses                        | 2,901,655.53 | 1,381,544.33 | 1,520,111.20 | 48    | 2,652,065.54 | 1,329,560.38 | 1,322,505.16 | 50    |
| *** Total                          | 666,263.63   | 108,613.02   | 557,650.61   | 16    | 627,928.47   | 175,888.58   | 352,039.89   | 33    |

**Washoe County Health District  
Community and Clinical Health Services  
Pds. 1 - 7, FY13**

| Accounts                            | 2013 Plan    | 2013 Actuals | Balance      | Act% | 2012 Plan    | 2012 Actual  | Balance      | Act% |
|-------------------------------------|--------------|--------------|--------------|------|--------------|--------------|--------------|------|
| 431100 Federal Grants               | 2,131,855.53 | 971,992.67   | 1,159,862.86 | 46   | 2,361,625.00 | 1,185,224.42 | 1,176,400.58 | 50   |
| 431105 Federal Grants - Indirect    | 15,300.00    | 7,026.14     | 8,273.86     | 46   |              | 4,676.54     | 4,676.54     |      |
| 432100 State Grants                 | 24,857.00    | 12,559.97    | 12,297.03    | 51   | 153,327.00   | 15,136.81    | 138,190.19   | 10   |
| * Intergovernmental                 | 2,172,012.53 | 991,578.78   | 1,180,433.75 | 46   | 2,514,952.00 | 1,205,037.77 | 1,309,914.23 | 48   |
| 460500 Other Immunizations          | 89,000.00    | 38,016.00    | 50,984.00    | 43   | 89,000.00    | 56,051.73    | 32,948.27    | 63   |
| 460501 Medicaid Clinical Services   | 36,200.00    | 44.46        | 36,244.46    | 0    | 40,300.00    | 12,945.42    | 27,354.58    | 32   |
| 460503 Childhood Immunizations      | 30,000.00    | 11,047.00    | 18,953.00    | 37   | 59,000.00    | 19,050.54    | 39,949.46    | 32   |
| 460508 Tuberculosis                 | 4,100.00     | 2,947.90     | 1,152.10     | 72   | 6,250.00     | 2,460.02     | 3,789.98     | 39   |
| 460515 Medicare Reimbursement       |              |              |              |      | 300.00       |              | 300.00       |      |
| 460516 Pgm Inc-3rd Pfty Rec         | 2,250.00     |              | 2,250.00     |      | 4,750.00     | 8,752.83     | 4,002.83     | 184  |
| 460517 Influenza Immunization       | 7,000.00     | 5,615.50     | 384.50       | 95   | 7,000.00     | 4,698.99     | 2,301.01     | 67   |
| 460518 STD Fees                     | 23,000.00    | 13,552.55    | 9,447.45     | 59   | 28,000.00    | 14,774.35    | 13,225.65    | 53   |
| 460524 Family Planning              | 44,000.00    | 17,226.30    | 26,773.70    | 39   | 44,000.00    | 20,619.04    | 23,380.96    | 47   |
| 460570 Education Revenue            | 4,500.00     | 644.00       | 3,856.00     | 14   | 11,000.00    | 3,052.00     | 7,948.00     | 28   |
| * Charges for Services              | 240,050.00   | 90,004.79    | 150,045.21   | 37   | 289,500.00   | 142,404.92   | 147,195.08   | 49   |
| 484050 Donations Federal Pgm Income | 41,934.00    | 23,700.48    | 18,233.52    | 57   | 41,450.00    | 29,560.80    | 11,889.20    | 71   |
| 484195 Non-Gov'tl Grants            |              | 907.44       | 907.44       |      |              |              |              |      |
| 485110 Workers Comp Reimb           |              | 27.89        | 27.89        |      |              |              |              |      |
| 485300 Other Misc Gov't Rev         |              |              |              |      |              |              |              |      |
| * Miscellaneous                     | 41,934.00    | 907.44       | 907.44       |      |              |              |              |      |
| ** Revenue                          | 2,453,996.53 | 24,635.81    | 17,298.19    | 59   | 46,450.00    | 830.50       | 830.50       |      |
| 701120 Base Salaries                | 2,237,201.94 | 1,159,204.92 | 1,347,777.15 | 45   | 2,851,002.00 | 1,377,623.99 | 1,473,168.01 | 48   |
| 701130 Pooled Positions             | 505,752.32   | 291,355.94   | 1,077,997.02 | 52   | 2,250,226.58 | 1,405,627.84 | 884,598.74   | 61   |
| 701140 Holiday Work                 | 175,944.41   | 119,911.85   | 56,032.56    | 68   | 518,071.35   | 347,184.68   | 170,886.67   | 67   |
| 701200 Incentive Longevity          | 48,012.00    | 340.98       | 340.98       |      | 240,007.08   | 124,476.45   | 115,530.63   | 52   |
| 701300 Overtime                     | 1,280.00     | 30,122.30    | 17,889.70    | 63   | 44,097.00    | 822.03       | 822.03       |      |
| 701412 Salary Adjustment            | 75.00        | 373.46       | 906.54       | 29   | 8,606.69     | 29,096.16    | 15,000.84    | 66   |
| 701413 Vac Payoff/Sick Pay-Term     |              |              |              |      | 5,998.39     | 21.75        | 8,628.44     |      |
| 701417 Comp Time                    |              | 30,832.52    | 30,832.52    |      |              |              |              |      |
| 701419 Comp Time Transfer           |              | 7,718.60     | 7,718.60     |      |              |              |              |      |
| * Salaries and Wages                | 2,968,115.67 | 9,723.83     | 9,723.83     |      |              |              |              |      |
| 705110 Group Insurance              | 433,968.28   | 1,649,584.40 | 1,318,531.27 | 56   | 3,107,007.09 | 1,918,893.64 | 1,188,108.45 | 62   |
| 705198 Lab Cost Sav-Benef           |              | 231,058.18   | 202,910.10   | 53   | 433,145.91   | 244,118.51   | 189,027.40   | 56   |
| 705210 Retirement                   | 658,011.56   | 351,369.02   | 306,642.54   | 53   | 670,286.51   | 649.40       | 649.40       |      |
| 705230 Medicare April 1986          | 36,909.75    | 21,593.03    | 15,316.72    | 59   | 37,606.78    | 421,581.27   | 248,705.24   | 63   |
| 705320 Workmens Comp                | 18,435.65    | 12,290.40    | 6,145.25     | 67   | 17,766.03    | 24,374.21    | 13,292.57    | 65   |
| 705330 Unempoy Comp                 | 4,479.25     | 4,479.25     |              | 100  | 4,196.70     | 9,568.00     | 8,208.03     | 54   |
| * Employee Benefits                 | 1,151,804.49 | 620,789.88   | 531,014.61   | 54   | 1,163,001.93 | 4,197.20     | 0.50         | 100  |
| 710100 Professional Services        | 75,150.71    | 42,211.00    | 32,939.71    | 56   | 160,510.33   | 703,179.79   | 459,822.14   | 60   |
| 710105 Medical Services             | 850.00       | 394.50       | 455.50       | 46   | 600.00       | 89,627.70    | 70,882.63    | 56   |
| 710108 MD Consultants               | 46,900.00    | 27,537.50    | 19,362.50    | 59   | 48,900.00    | 247.00       | 353.00       | 41   |
| 710110 Contracted/Temp Services     | 1,000.00     | 5,775.34     | 4,775.34     | 578  | 2,555.00     | 27,812.50    | 21,087.50    | 57   |
| 710119 Subrecipient Payments        |              |              |              |      | 186,242.00   | 4,309.45     | 1,754.45     | 169  |
| 710208 Service Contract             | 6,048.00     | 2,818.08     | 3,229.92     | 47   |              | 101,612.64   | 84,629.36    | 55   |
| 710205 Repairs and Maintenance      | 3,800.00     | 387.50       | 3,412.50     | 10   | 4,938.00     | 2,872.71     | 2,065.29     | 58   |
| 710300 Operating Supplies           | 76,719.00    | 44,226.54    | 32,492.46    | 58   | 5,710.00     | 2,030.37     | 3,679.63     | 36   |
| 710334 Copy Machine Expense         | 13,847.00    | 6,057.23     | 7,789.77     | 44   | 76,784.00    | 52,467.88    | 24,316.12    | 68   |
|                                     |              |              |              |      | 13,775.00    | 6,592.92     | 7,182.08     | 48   |

**Washoe County Health District  
Community and Clinical Health Services  
Pds. 1 - 7, FY13**

| Accounts                           | 2013 Plan    | 2013 Actuals | Balance      | Act% | 2012 Plan    | 2012 Actual  | Balance      | Act% |
|------------------------------------|--------------|--------------|--------------|------|--------------|--------------|--------------|------|
| 710550 Office Supplies             | 13,520.01    | 7,601.27     | 5,918.74     | 56   | 11,877.01    | 6,899.30     | 4,977.71     | 58   |
| 710355 Books and Subscriptions     | 2,060.00     | 2,053.85     | 6.15         | 100  | 1,200.00     | 1,663.18     | 463.18       | 139  |
| 710360 Postage                     | 4,490.00     | 1,550.08     | 2,939.92     | 35   | 4,740.00     | 2,139.74     | 2,600.26     | 45   |
| 710361 Express and Courier         | 245.00       | 83.40        | 161.60       | 34   | 320.00       | 62.96        | 257.04       | 20   |
| 710500 Other Expense               | 30,602.51    | 15,824.84    | 14,777.67    | 52   | 18,990.31    | 9,218.92     | 9,771.39     | 49   |
| 710502 Printing                    | 9,675.00     | 5,448.07     | 4,226.93     | 56   | 6,277.00     | 2,475.10     | 3,801.90     | 39   |
| 710503 Licenses & Permits          | 3,555.00     | 3,109.00     | 446.00       | 87   | 3,325.00     | 944.25       | 2,380.75     | 28   |
| 710505 Dept Insurance Deductible   |              | 152.58       | 152.58       |      |              |              |              |      |
| 710507 Network and Data Lines      | 2,560.00     | 1,615.60     | 944.40       | 63   | 2,280.00     | 2,331.11     | 51.11        | 102  |
| 710508 Telephone Land Lines        | 13,975.00    | 6,962.75     | 7,012.25     | 50   | 13,394.00    | 8,184.69     | 5,209.31     | 61   |
| 710509 Seminars and Meetings       | 4,750.00     | 3,147.00     | 1,603.00     | 66   | 6,600.00     | 4,195.00     | 2,405.00     | 64   |
| 710512 Auto Expense                | 13,318.00    | 5,480.74     | 7,837.26     | 41   | 13,043.00    | 5,336.39     | 7,706.61     | 41   |
| 710519 Cellular Phone              | 540.00       | 184.23       | 355.77       | 34   | 540.00       | 352.18       | 187.82       | 65   |
| 710529 Dues                        | 1,350.00     | 749.00       | 601.00       | 55   | 1,350.00     | 330.00       | 1,020.00     | 24   |
| 710535 Credit Card Fees            | 3,245.00     | 1,279.62     | 1,965.38     | 39   | 3,730.00     | 1,653.03     | 2,076.97     | 44   |
| 710546 Advertising                 | 34,903.86    | 29,007.71    | 5,896.15     | 83   | 37,390.52    | 40,917.70    | 3,527.18     | 109  |
| 710551 Cash Discounts Lost         |              |              |              |      |              | 243.26       | 243.26       |      |
| 710577 Uniforms & Special Clothing | 200.00       |              | 200.00       |      | 350.00       |              | 350.00       |      |
| 710585 Undesignated Budget         | 15,300.00    |              | 15,300.00    |      |              |              |              |      |
| 710703 Biologicals                 | 246,163.19   | 119,723.48   | 126,439.71   | 49   | 239,040.00   | 90,971.84    | 148,068.16   | 38   |
| 710714 Referral Services           | 9,040.00     | 2,712.00     | 6,328.00     | 30   | 9,040.00     | 9,040.00     | 9,040.00     |      |
| 710721 Outpatient                  | 108,264.15   | 41,506.23    | 66,757.92    | 38   | 95,264.00    | 44,430.49    | 50,833.51    | 47   |
| 710872 Food Purchases              | 6,550.00     | 2,677.69     | 3,872.31     | 41   | 3,026.00     | 535.64       | 2,490.36     | 18   |
| 711010 Utilities                   | 1,700.00     |              | 1,700.00     |      | 2,303.00     |              | 2,303.00     |      |
| 711100 ESD Asset Management        | 288.00       | 168.00       | 120.00       | 58   |              |              |              |      |
| 711114 Equip Srv O & M             | 550.44       | 380.40       | 170.04       | 69   |              |              |              |      |
| 711115 Equip Srv Motor Pool        |              |              |              |      |              | 132.50       | 132.50       |      |
| 711117 ESD Fuel Charge             | 711.35       | 430.18       | 281.17       | 60   |              |              |              |      |
| 711119 Prop & Lab Billings         | 23,150.65    | 15,433.68    | 7,716.97     | 67   | 21,776.21    | 14,517.44    | 7,258.77     | 67   |
| 711210 Travel                      | 28,184.00    | 5,690.91     | 22,493.09    | 20   | 27,781.00    | 5,196.36     | 22,584.64    | 19   |
| 711504 Equipment non-Capital       | 6,530.00     | 2,486.88     | 4,043.12     | 38   | 13,093.00    | 15,817.86    | 2,724.86     | 121  |
| * Services and Supplies            | 809,735.87   | 404,866.88   | 404,866.88   | 50   | 1,036,744.38 | 546,122.11   | 490,622.27   | 53   |
| 781004 Equipment-Capital           | 17,000.00    | 1,350.00     | 15,650.00    | 8    | 20,174.00    |              | 20,174.00    |      |
| ** Capital Outlay                  | 17,000.00    | 1,350.00     | 15,650.00    | 8    | 20,174.00    |              | 20,174.00    |      |
| ** Expenses                        | 4,946,656.03 | 2,676,591.16 | 2,270,064.87 | 54   | 5,326,927.40 | 3,168,200.54 | 2,158,726.86 | 59   |
| *** Total                          | 2,492,689.60 | 1,570,371.78 | 922,287.72   | 63   | 2,475,925.40 | 1,790,366.55 | 685,568.85   | 72   |

Washoe County Health District  
Environmental Health Services  
Pds. 1 - 7, FY13

| Accounts                           | 2013 Plan    | 2013 Actuals | Balance      | Act% | 2012 Plan    | 2012 Actual  | Balance      | Act% |
|------------------------------------|--------------|--------------|--------------|------|--------------|--------------|--------------|------|
| 422503 Environmental Permits       | 51,500.00    | 32,807.00    | 18,693.00    | 64   | 46,900.00    | 31,790.00    | 15,110.00    | 68   |
| 422504 Pool Permits                | 68,000.00    | 14,865.00    | 53,135.00    | 22   | 63,000.00    | 17,275.85    | 45,724.15    | 27   |
| 422505 RV Permits                  | 10,500.00    | 6,737.00     | 3,763.00     | 64   | 9,700.00     | 6,496.00     | 3,204.00     | 67   |
| 422507 Food Service Permits        | 369,000.00   | 233,257.00   | 135,743.00   | 63   | 342,000.00   | 227,478.00   | 114,522.00   | 67   |
| 422508 Wat Well Const Perm         | 20,000.00    | 14,048.00    | 5,952.00     | 70   | 27,000.00    | 7,594.00     | 19,406.00    | 28   |
| 422509 Water Company Permits       | 2,500.00     | 1,472.00     | 1,028.00     | 59   | 3,500.00     | 1,638.00     | 1,862.00     | 47   |
| 422511 ISDS Permits                | 49,000.00    | 31,772.00    | 17,228.00    | 65   | 47,000.00    | 34,855.00    | 12,145.00    | 74   |
| 422513 Special Event Permits       | 79,000.00    | 39,889.00    | 39,111.00    | 50   | 74,000.00    | 44,062.00    | 29,938.00    | 60   |
| 422514 Initial Applic Fee          | 27,000.00    | 16,908.00    | 10,092.00    | 63   | 25,000.00    | 15,108.00    | 9,892.00     | 60   |
| * Licenses and Permits             | 676,500.00   | 391,756.00   | 284,745.00   | 58   | 638,100.00   | 386,296.85   | 251,803.15   | 61   |
| 431100 Federal Grants              | 277,000.00   | 142,355.59   | 134,644.41   | 51   | 277,000.00   | 135,149.29   | 141,850.71   | 49   |
| 432100 State Grants                | 75,000.00    | 39,000.00    | 36,000.00    | 52   | 75,000.00    | 37,500.00    | 37,500.00    | 50   |
| 432310 Tire Fee NRS 444A.090       | 418,766.00   | 241,500.45   | 177,265.55   | 58   | 452,000.00   | 333,043.06   | 118,956.94   | 74   |
| * Intergovernmental                | 770,766.00   | 422,856.04   | 347,909.96   | 55   | 804,000.00   | 505,692.35   | 298,307.65   | 63   |
| 460509 Water Quality               | 113,400.00   | 68,679.00    | 44,721.00    | 61   | 96,800.00    | 57,726.00    | 378.00       | 60   |
| 460510 IT Overlay                  | 2,700.00     | 2,788.00     | 88.00        | 103  | 2,700.00     | 241.39       | 241.39       | 48   |
| 460512 Duplication Service Fees    | 13,900.00    | 10,480.00    | 3,420.00     | 75   | 9,000.00     | 1,298.00     | 1,402.00     | 174  |
| 460514 Food Service Certification  | 44,000.00    | 18,370.00    | 25,630.00    | 42   | 42,000.00    | 15,624.00    | 6,624.00     | 48   |
| 460520 Eng Serv-Health             | 2,500.00     | 879.00       | 1,621.00     | 35   | 2,500.00     | 3,652.00     | 22,033.00    | 146  |
| 460521 Plan Review - Pools & Spas  | 17,000.00    | 15,417.00    | 1,583.00     | 91   | 17,000.00    | 11,693.00    | 5,307.00     | 69   |
| 460523 Plan Review - Food Services | 30,000.00    | 22,127.00    | 7,873.00     | 74   | 24,000.00    | 18,059.00    | 5,941.00     | 75   |
| 460532 Plan Rvw Hotel/Motel        |              | 322.00       | 322.00       |      |              | 189.00       | 189.00       |      |
| 460533 Quick Start                 |              |              |              |      |              | 87.00        | 87.00        |      |
| 460534 Child Care Inspection       | 8,500.00     | 4,813.00     | 3,687.00     | 57   | 8,000.00     | 4,623.00     | 3,377.00     | 58   |
| 460535 Pub Accomod Inspecth        | 17,300.00    | 8,928.00     | 8,372.00     | 52   | 16,000.00    | 9,510.00     | 6,490.00     | 59   |
| 460570 Education Revenue           | 1,200.00     | 206.00       | 994.00       | 17   | 2,400.00     | 896.00       | 1,504.00     | 37   |
| * Charges for Services             | 250,500.00   | 153,241.78   | 97,258.22    | 61   | 220,400.00   | 143,943.39   | 76,456.61    | 65   |
| 485121 Jury Reimbursements         |              | 180.00       | 180.00       |      |              |              |              |      |
| * Miscellaneous                    |              | 180.00       | 180.00       |      |              |              |              |      |
| ** Revenue                         | 1,697,766.00 | 968,032.82   | 729,733.18   | 57   | 1,662,500.00 | 1,035,932.59 | 626,367.41   | 62   |
| 701110 Base Salaries               | 3,018,372.82 | 1,603,306.37 | 1,415,066.45 | 53   | 2,981,274.44 | 1,870,538.79 | 1,110,735.65 | 63   |
| 701130 Pooled Positions            | 174,772.77   | 60,688.19    | 114,084.58   | 35   | 103,247.00   | 82,201.19    | 21,045.81    | 80   |
| 701140 Holiday Work                | 1,200.00     | 1,001.05     | 198.95       | 83   | 1,200.00     | 2,373.32     | 1,173.32     | 198  |
| 701200 Incentive Longevity         | 50,800.00    | 23,903.84    | 26,896.16    | 47   | 53,100.00    | 23,630.76    | 29,469.24    | 45   |
| 701300 Overtime                    | 36,600.00    | 17,689.67    | 18,910.33    | 48   | 34,000.00    | 19,920.20    | 14,079.80    | 59   |
| 701406 Standby Pay                 |              |              |              |      |              | 5,427.32     | 5,427.32     |      |
| 701408 Call Back                   | 1,000.00     | 182.10       | 817.90       | 18   | 3,000.00     | 552.01       | 2,447.99     | 18   |
| 701413 Vac Payoff/Stock Pay-Term   |              | 24,260.54    | 24,260.54    |      |              | 44,554.48    | 44,554.48    |      |
| 701417 Comp Time                   |              | 10,144.53    | 10,144.53    |      |              | 393.81       | 393.81       |      |
| 701500 Merit Awards                |              |              |              |      |              |              |              |      |
| * Salaries and Wages               | 3,282,745.59 | 1,741,176.29 | 1,541,569.30 | 53   | 3,083,002.82 | 2,049,591.88 | 92,818.62    | 66   |
| 705110 Group Insurance             | 434,110.13   | 228,764.57   | 204,345.56   | 53   | 454,634.94   | 283,639.78   | 170,795.16   | 62   |
| 705199 Lab Cost Sav-Benef          |              |              |              |      |              | 649.40       | 649.40       |      |
| 705210 Retirement                  | 728,879.94   | 386,328.57   | 342,551.37   | 53   | 709,981.00   | 447,487.78   | 262,493.22   | 63   |
| 705230 Medicare April 1986         | 41,040.99    | 23,291.65    | 17,749.34    | 57   | 40,395.20    | 26,570.35    | 13,824.85    | 66   |
| 705320 Workmens Comp               | 18,838.38    | 12,558.96    | 6,279.42     | 67   | 16,966.18    | 12,644.16    | 6,322.02     | 67   |
| 705330 Unemploy Comp               | 4,577.10     | 4,577.10     | 4,577.10     | 100  | 4,480.20     | 4,480.20     |              | 100  |



Washoe County Health District  
Environmental Health Services  
Pds. 1 - 7, FY13

| Accounts                           | 2013 Plan    | 2013 Actuals | Balance      | Act% | 2012 Plan    | 2012 Actual  | Balance      | Act% |
|------------------------------------|--------------|--------------|--------------|------|--------------|--------------|--------------|------|
| * Employee Benefits                | 1,227,446.54 | 656,520.85   | 570,925.69   | 53   | 1,228,457.52 | 774,372.87   | 454,084.65   | 63   |
| 710100 Professional Services       | 325,401.67   | 6,306.31     | 319,095.36   | 2    | 490,885.57   | 7,572.00     | 483,313.57   | 2    |
| 710105 Medical Services            | 6,548.00     | 220.00       | 6,328.00     | 3    | 6,548.00     | 557.00       | 5,991.00     | 9    |
| 710110 Contracted/Temp Services    | 65,000.00    | 5,607.58     | 59,392.42    | 9    | 55,225.00    | 12,892.70    | 42,332.30    | 23   |
| 710200 Service Contract            | 95,300.00    | 31,804.81    | 63,495.19    | 33   | 60,300.00    | 48,154.88    | 12,145.12    | 80   |
| 710205 Repairs and Maintenance     | 4,600.00     | 229.00       | 4,371.00     | 5    | 1,100.00     | 1,084.94     | 15.06        | 99   |
| 710300 Operating Supplies          | 20,100.00    | 5,622.54     | 14,477.46    | 28   | 20,100.00    | 4,157.87     | 15,942.13    | 21   |
| 710302 Small Tools & Allow         | 3,685.00     |              | 3,685.00     |      | 1,685.00     |              | 1,685.00     |      |
| 710308 Animal Supplies             | 2,000.00     | 343.91       | 1,656.09     | 17   | 2,000.00     | 323.75       | 1,676.25     | 16   |
| 710319 Chemical Supplies           | 231,950.00   | 232,131.87   | 181.87       | 100  | 281,950.00   | 265,391.74   | 16,558.26    | 94   |
| 710334 Copy Machine Expense        | 2,250.00     | 713.26       | 1,536.74     | 32   | 2,250.00     | 1,177.89     | 1,072.11     | 52   |
| 710350 Office Supplies             | 9,100.00     | 3,625.86     | 5,474.14     | 40   | 9,500.00     | 3,972.84     | 5,527.16     | 42   |
| 710355 Books and Subscriptions     | 2,400.00     | 244.00       | 2,156.00     | 10   | 2,400.00     | 654.95       | 1,745.05     | 27   |
| 710360 Postage                     | 9,775.00     | 3,900.49     | 5,874.51     | 40   | 9,300.00     | 5,012.49     | 4,287.51     | 54   |
| 710361 Express and Courier         | 175.00       |              | 175.00       |      | 175.00       | 17.39        | 157.61       | 10   |
| 710391 Fuel & Lube                 | 100.00       |              | 100.00       |      | 100.00       |              | 100.00       |      |
| 710500 Other Expense               | 8,300.00     | 192.80       | 8,107.20     | 2    | 5,800.00     | 1,304.00     | 4,496.00     | 22   |
| 710502 Printing                    | 11,525.00    | 899.10       | 10,625.90    | 8    | 4,025.00     | 2,274.39     | 1,750.61     | 57   |
| 710503 Licenses & Permits          | 2,690.00     | 2,080.00     | 610.00       | 77   | 2,590.00     | 2,145.00     | 445.00       | 83   |
| 710506 Dept Insurance Deductible   |              | 300.00       | 300.00       |      |              | 150.00       | 150.00       |      |
| 710507 Network and Data Lines      | 2,500.00     | 809.04       | 1,690.96     | 32   | 2,500.00     | 1,562.10     | 937.90       | 62   |
| 710508 Telephone Land Lines        | 9,710.00     | 5,127.40     | 4,582.60     | 53   | 9,375.00     | 5,897.22     | 3,477.78     | 63   |
| 710509 Seminars and Meetings       | 13,415.00    | 6,049.00     | 7,366.00     | 45   | 9,240.00     | 7,690.00     | 1,550.00     | 83   |
| 710512 Auto Expense                | 100.00       | 29.69        | 70.31        | 30   | 4,450.00     | 66.20        | 4,383.80     | 1    |
| 710514 Regulatory Assessments      | 11,920.00    | 8,940.00     | 2,980.00     | 75   |              | 11,920.00    | 11,920.00    |      |
| 710519 Cellular Phone              | 6,600.00     | 2,808.10     | 3,791.90     | 43   | 7,450.00     | 3,777.23     | 3,672.77     | 51   |
| 710529 Dues                        | 1,661.00     | 382.00       | 1,279.00     | 23   | 1,661.00     | 587.00       | 1,074.00     | 35   |
| 710535 Credit Card Fees            | 4,610.00     | 2,442.49     | 2,167.51     | 53   | 3,965.00     | 2,556.68     | 1,408.32     | 64   |
| 710546 Advertising                 | 6,050.00     | 100.00       | 5,950.00     | 2    | 1,050.00     | 3,594.53     | 2,544.53     | 342  |
| 710551 Cash Discounts Lost         |              |              | 650.14       |      |              | 25.48        | 25.48        |      |
| 710577 Uniforms & Special Clothing | 1,700.00     | 1,049.86     |              | 62   | 1,700.00     | 617.70       | 1,082.30     | 36   |
| 710585 Undesignated Budget         |              |              |              |      | 78,700.00    |              | 78,700.00    |      |
| 710600 LT Lease-Office Space       | 41,651.00    | 26,960.00    | 14,691.00    | 65   | 41,651.00    | 30,330.00    | 11,321.00    | 73   |
| 711100 ESD Asset Management        | 11,856.00    | 6,744.00     | 5,112.00     | 57   | 11,232.00    | 8,476.00     | 2,756.00     | 75   |
| 711113 Equip Srv Replace           | 17,061.11    | 10,066.53    | 6,994.58     | 59   | 29,926.32    | 19,938.56    | 9,987.76     | 67   |
| 711114 Equip Srv O & M             | 30,573.49    | 16,875.78    | 13,697.71    | 55   | 40,610.32    | 21,899.19    | 18,721.13    | 54   |
| 711115 Equip Srv Motor Pool        | 16,741.00    |              | 16,741.00    |      |              | 15,442.98    | 15,442.98    |      |
| 711117 ESD Fuel Charge             | 39,776.37    | 24,104.62    | 15,671.75    | 61   | 37,533.78    | 26,689.78    | 10,844.00    | 71   |
| 711119 Prop & Liab-Billings        | 23,696.38    | 16,770.96    | 7,885.42     | 67   | 23,247.26    | 15,498.24    | 7,749.02     | 67   |
| 711210 Travel                      | 81,150.00    | 8,427.49     | 72,722.51    | 10   | 44,650.00    | 13,696.88    | 30,953.12    | 31   |
| 711504 Equipment nonCapital        | 62,544.00    | 1,393.12     | 61,150.88    | 2    | 9,000.00     | 8,465.44     | 534.56       | 94   |
| * Services and Supplies            | 1,184,175.02 | 432,301.61   | 751,873.41   | 37   | 1,313,875.25 | 555,565.04   | 768,310.21   | 42   |
| 781004 Equipment Capital           | 25,000.00    |              | 25,000.00    |      |              |              |              |      |
| * Capital Outlay                   | 25,000.00    |              | 25,000.00    |      |              |              |              |      |
| ** Expenses                        |              |              |              |      |              |              |              |      |
| 485196 Insur Reimbr/F/A Loss       | 5,719,367.15 | 2,829,998.75 | 2,889,368.40 | 49   | 5,625,335.59 | 3,379,529.79 | 2,245,805.80 | 60   |
| * Other Fin. Sources               |              | 150.00       | 150.00       |      |              |              |              |      |
| ** Other Financing Src/Use         |              | 150.00       | 150.00       |      |              |              |              |      |
| *** Total                          | 4,021,601.15 | 1,861,815.93 | 2,159,785.22 | 46   | 3,962,835.59 | 2,343,597.20 | 1,619,238.39 | 59   |

**Washoe County Health District  
Epidemiology Public Health Preparedness  
Pds. 1 - 7, FY13**

| Accounts                            | 2013 Plan    | 2013 Actuals | Balance    | Acc%  | 2012 Plan    | 2012 Actual  | Balance    | Act% |
|-------------------------------------|--------------|--------------|------------|-------|--------------|--------------|------------|------|
| 431100 Federal Grants               | 1,066,362.73 | 532,495.48   | 533,867.25 | 50    | 1,555,754.10 | 701,888.51   | 853,865.59 | 45   |
| 431105 Federal Grants - Indirect    | 30,544.00    | 29,806.99    | 737.01     | 98    | 38,708.00    | 17,941.79    | 20,766.21  | 46   |
| * Intergovernmental                 | 1,096,906.73 | 562,302.47   | 534,604.26 | 51    | 1,594,462.10 | 719,830.30   | 874,631.80 | 45   |
| 460511 Birth and Death Certificates | 400,000.00   | 276,329.00   | 123,671.00 | 69    | 280,000.00   | 290,186.00   | 10,186.00  | 104  |
| * Charges for Services              | 400,000.00   | 276,329.00   | 123,671.00 | 69    | 280,000.00   | 290,186.00   | 10,186.00  | 104  |
| 485121 Jury Reimbursements          |              |              |            |       |              |              |            |      |
| * Miscellaneous                     |              |              |            |       |              |              |            |      |
| ** Revenue                          |              |              |            |       |              |              |            |      |
| 701110 Base Salaries                | 1,486,906.73 | 838,631.47   | 658,275.26 | 56    | 1,874,462.10 | 1,010,216.30 | 864,245.80 | 54   |
| 701120 Part Time                    | 1,223,636.27 | 633,339.50   | 590,296.77 | 52    | 1,314,062.09 | 720,349.98   | 593,712.11 | 55   |
| 701130 Pooled Positions             | 24,152.57    | 13,484.00    | 10,668.57  | 56    | 24,218.74    | 15,301.84    | 8,916.90   | 63   |
| 701140 Holiday Work                 | 500.00       | 18,419.19    | 17,919.19  | 3,684 | 30,500.00    |              | 30,500.00  |      |
| 701200 Incentive Longevity          | 12,985.00    | 46.38        | 46.38      |       |              |              |            |      |
| 701300 Overtime                     | 1,700.00     | 6,260.41     | 6,724.59   | 48    | 12,283.00    | 5,848.06     | 6,434.94   | 48   |
| 701412 Salary Adjustment            | 29,909.00    | 588.10       | 1,111.90   | 35    | 5,200.00     | 710.22       | 4,489.78   | 14   |
| 701413 Vac Payoff/Sick Pay-Term     |              | 2,889.96     | 2,889.96   |       | 37,241.27    |              | 37,241.27  |      |
| 701417 Comp Time                    |              | 2,185.99     | 2,185.99   |       |              |              |            |      |
| * Salaries and Wages                | 1,292,882.84 | 677,213.53   | 615,669.31 | 52    | 1,423,505.10 | 766,388.60   | 657,116.50 | 54   |
| 705110 Group Insurance              | 149,029.99   | 83,064.60    | 65,965.39  | 56    | 163,925.81   | 103,864.32   | 59,661.49  | 64   |
| 705199 Lab Cost Sav-Benef           |              |              |            |       |              |              |            |      |
| 705210 Retirement                   | 293,697.17   | 151,834.78   | 141,862.39 | 52    | 294,545.66   | 171,294.43   | 123,251.23 | 58   |
| 705215 Retirement Calculation       |              |              |            |       |              |              |            |      |
| 705230 Medicare April 1986          | 17,905.47    | 9,250.78     | 8,654.69   | 52    | 17,970.34    | 5,435.96     | 5,435.96   |      |
| 705320 Workmens Comp                | 7,733.98     | 5,156.08     | 2,577.90   | 67    | 6,982.70     | 10,701.96    | 7,268.38   | 50   |
| 705330 Unemply Comp                 | 1,879.10     | 1,879.10     |            | 100   | 1,639.00     | 4,655.20     | 2,327.50   | 67   |
| 705360 Benefit Adjustment           | 10,656.00    |              | 10,656.00  |       | 11,708.00    | 1,639.00     |            | 100  |
| * Employee Benefits                 | 480,901.71   | 251,185.34   | 229,716.37 | 52    | 496,371.51   | 296,941.47   | 11,708.00  |      |
| 710100 Professional Services        | 110,675.22   | 87,766.17    | 22,909.05  | 79    | 174,997.58   | 65,392.19    | 199,430.94 | 50   |
| 710105 Medical Services             | 100.00       | 109.00       | 9.00       | 109   | 100.00       | 81.00        | 19.00      | 81   |
| 710108 MD Consultants               |              |              |            |       |              |              |            |      |
| 710110 Contracted Temp Services     | 2,500.00     | 15,803.28    | 13,303.28  | 632   | 12,000.00    | 7,000.00     | 5,000.00   | 58   |
| 710200 Service Contract             | 1,895.00     | 2,760.08     | 865.08     | 146   | 31,585.00    | 569.60       | 31,015.40  | 2    |
| 710205 Repairs and Maintenance      | 1,000.00     |              | 1,000.00   |       | 2,195.00     | 5,155.12     | 2,960.12   | 235  |
| 710210 Software Maintenance         | 12,000.00    | 9,750.00     | 2,250.00   | 81    | 12,000.00    | 412.20       | 587.80     | 41   |
| 710300 Operating Supplies           | 13,504.00    | 69.67        | 13,434.33  | 1     | 35,917.00    | 9,000.00     | 3,000.00   | 75   |
| 710325 Signs and Markers            |              |              |            |       |              |              |            |      |
| 710334 Copy Machine Expense         | 3,169.89     | 1,235.24     | 1,934.65   | 39    | 3,399.89     | 1,336.50     | 1,336.50   | 16   |
| 710350 Office Supplies              | 4,850.00     | 2,885.68     | 1,964.32   | 59    | 7,200.00     | 1,373.16     | 2,026.73   | 40   |
| 710355 Books and Subscriptions      | 1,675.00     | 223.90       | 1,451.10   | 13    | 2,860.00     | 3,916.06     | 3,283.94   | 54   |
| 710360 Postage                      | 3,070.00     | 1,297.66     | 1,772.34   | 42    | 3,020.00     | 993.30       | 1,866.70   | 35   |
| 710361 Express and Courier          | 10.00        | 34.81        | 24.81      | 348   | 10.00        | 1,631.71     | 1,388.29   | 54   |
| 710500 Other Expense                | 1,871.00     | 1,306.88     | 1,871.00   |       |              |              |            |      |
| 710502 Printing                     | 4,105.00     | 1,306.88     | 2,798.12   | 32    | 1,841.00     | 6,091.50     | 4,250.50   | 331  |
| 710503 Licenses & Permits           | 150.00       | 150.00       | 150.00     |       | 4,405.00     | 1,389.89     | 3,015.11   | 32   |
| 710505 Rental Equipment             | 1,524.00     | 1,046.00     | 478.00     | 69    | 500.00       | 1,158.00     | 150.00     | 232  |
| 710507 Network and Data Lines       | 550.00       | 542.65       | 7.35       | 99    | 550.00       | 157.96       | 392.04     | 29   |
| 710508 Telephone Land Lines         | 4,950.00     | 2,599.20     | 2,350.80   | 53    | 5,840.00     | 2,893.36     | 2,946.64   | 50   |
| 710509 Seminars and Meetings        | 5,600.00     | 3,707.00     | 1,893.00   | 66    | 6,300.00     | 3,600.00     | 2,700.00   | 57   |

**Washoe County Health District  
Epidemiology Public Health Preparedness  
Pds. 1 - 7, FY13**

| Accounts                    | 2013 Plan    | 2013 Actuals | Balance    | %     | 2012 Plan    | 2012 Actual  | Balance      | Act% |
|-----------------------------|--------------|--------------|------------|-------|--------------|--------------|--------------|------|
| 710512 Auto Expense         | 2,050.00     | 903.78       | 1,146.22   | 44    | 1,875.00     | 1,091.47     | 783.53       | 58   |
| 710519 Cellular Phone       | 4,980.00     | 1,477.56     | 3,502.44   | 30    | 3,080.00     | 1,372.50     | 1,707.50     | 45   |
| 710529 Dues                 | 1,280.00     | 360.00       | 920.00     | 28    | 590.00       | 925.00       | 335.00       | 157  |
| 710535 Credit Card Fees     | 2,000.00     | 1,113.72     | 886.28     | 56    | 1,300.00     | 1,195.77     | 104.23       | 92   |
| 710546 Advertising          | 2,625.00     | 99.00        | 2,526.00   | 4     | 2,875.00     | 2,689.50     | 185.50       | 94   |
| 710585 Undesignated Budget  | 6,469.00     |              | 6,469.00   |       | 38,708.00    |              | 38,708.00    |      |
| 710703 Biologicals          | 3,420.79     |              | 3,420.79   |       | 3,754.79     | 284.00       | 3,470.79     | 8    |
| 710721 Outpatient           | 2,135.00     |              | 2,135.00   |       | 2,135.00     | 593.68       | 1,541.32     | 28   |
| 710872 Food Purchases       | 2,400.00     | 170.84       | 2,229.16   | 7     | 550.00       | 56.87        | 493.13       | 10   |
| 711010 Utilities            | 180.00       |              | 180.00     |       | 180.00       |              | 180.00       |      |
| 711100 ESD Asset Management | 2,304.00     | 1,344.00     | 960.00     | 58    | 2,808.00     | 1,664.00     | 1,144.00     | 59   |
| 711113 Equip. Srv. Replace  | 377.95       | 220.50       | 157.45     | 58    | 492.72       | 328.48       | 164.24       | 67   |
| 711114 Equip. Srv O & M     | 654.46       | 718.56       | 64.10      | 110   | 3,508.44     | 934.80       | 2,573.64     | 27   |
| 711117 ESD Fuel Charge      | 78.58        | 14.56        | 64.02      | 19    | 157.16       | 157.16       | 157.16       |      |
| 711119 Prop & Liab Billings | 9,711.98     | 6,474.64     | 3,237.34   | 67    | 8,265.90     | 5,510.56     | 2,755.34     | 67   |
| 711210 Travel               | 35,450.00    | 6,518.29     | 28,931.71  | 18    | 46,914.00    | 7,615.02     | 39,298.98    | 16   |
| 711504 Equipment nonCapital | 750.00       | 49,198.85    | 48,448.85  | 6,560 | 19,391.98    | 25,731.11    | 6,339.13     | 133  |
| * Services and Supplies     | 250,065.87   | 201,227.96   | 48,837.91  | 80    | 442,456.46   | 168,010.54   | 274,445.92   | 38   |
| 781004 Equipment Capital    |              |              |            |       | 178,577.12   | 145,876.15   | 32,700.97    | 82   |
| * Capital Outlay            |              |              |            |       | 178,577.12   | 145,876.15   | 32,700.97    | 82   |
| ** Expenses                 | 2,023,850.42 | 1,129,626.83 | 894,223.59 | 56    | 2,540,910.19 | 1,377,216.76 | 1,163,693.43 | 54   |
| *** Total                   | 526,943.69   | 290,995.36   | 235,948.33 | 55    | 656,448.09   | 387,000.46   | 299,447.63   | 55   |



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



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

**DATE:** February 28, 2013

**TO:** District Board of Health

**FROM:** Kevin Dick, Director  
Air Quality Management Division

**SUBJECT:** Public Hearing: Proposed approval and adoption of "The Washoe County Portion of the Nevada State Implementation Plan to Meet the Ozone Infrastructure SIP Requirements of Clean Air Act Section 110(a)(2)."

Agenda Item:

### Staff Recommendation

Approve and adopt "The Washoe County Portion of the Nevada State Implementation Plan for the 2008 Ozone NAAQS: Demonstration of Adequacy."

### Background

The U.S. Environmental Protection Agency (EPA) establishes health based National Ambient Air Quality Standards (NAAQS) for six criteria pollutants including Ozone. The Clean Air Act (CAA) directs states to address basic State Implementation Plan (SIP) requirements to implement, maintain, and enforce the NAAQS. Many of the CAA Section 110(a)(2) SIP elements relate to the general information and authorities that constitute the "infrastructure" of a state's air quality management program. In 2008, EPA substantially strengthened the 1997 Ozone NAAQS by lowering the health-based 8-hour primary standard to 0.08 to 0.075 ppm.

This I-SIP is a summary of current air quality management elements in Washoe County's portion of the State of Nevada Ozone SIP. It includes air quality regulations and programs demonstrating the Health District's ability to meet these CAA requirements. No revisions to the Nevada SIP to meet the 1997 NAAQS were required to meet the 2008 NAAQS. This Demonstration of Adequacy certifies that Washoe County Health District's program meets the requirements of CAA Section 110(a)(2).

To reduce printing resources and expenses, the I-SIP is not included with this staff report. The document is 22 pages and can be accessed from the "News & Events" section of the Air Quality Management Division website, [www.ourcleanair.com](http://www.ourcleanair.com). A hard copy is available by contacting Mr. Daniel Inouye of AQMD at (775) 784-7214 or [dinouye@washoecounty.us](mailto:dinouye@washoecounty.us).

If the I-SIP Demonstration of Adequacy is approved and adopted, it will be submitted to EPA through the Nevada Division of Environmental Protection as a revision to the Washoe County portion of the Nevada Ozone SIP. A notice of today's public hearing was published in the Reno Gazette-Journal on January 23, February 14, and February 25, 2013. The I-SIP has been available for public inspection at the AQMD website and office since January 23, 2013. No comments have been received as of February 15, 2013

Recommended Motion

Move to approve and adopt "The Washoe County Portion of the Nevada State Implementation Plan for the 2008 Ozone NAAQS: Demonstration of Adequacy." and direct Staff to forward it to EPA as an amendment to the Washoe County portion of the Nevada Ozone State Implementation Plan.

Alternatives

The District Board of Health may:

1. Elect not to adopt the revision to the I-SIP; or
2. Continue this public hearing and direct Staff to research some portion of the I-SIP and report back to the Board at a future meeting.



Kevin Dick, Division Director  
Air Quality Management Division

# The Washoe County Portion of the Nevada State Implementation Plan for the 2008 Ozone NAAQS: Demonstration of Adequacy

February 28, 2013

Washoe County Health District  
Air Quality Management Division  
P.O. Box 11130  
Reno, Nevada 89520-0027  
(775) 784-7200  
[www.ourcleanair.com](http://www.ourcleanair.com)

## Acronyms and Abbreviations

|                   |   |
|-------------------|---|
| AQS               | Air Quality System  |
| CAA               | Clean Air Act   |
| CFR               | Code of Federal Regulations   |
| CO                | Carbon Monoxide   |
| DMV               | Department of Motor Vehicles  |
| EPA               | U.S. Environmental Protection Agency  |
| FR                | Federal Register  |
| HA                | Hydrographic Area   |
| I-SIP             | Infrastructure State Implementation Plan  |
| NAAQS             | National Ambient Air Quality Standard   |
| NDEP              | Nevada Division of Environmental Protection   |
| NO <sub>2</sub>   | Nitrogen Dioxide  |
| NRS               | Nevada Revised Statute  |
| NSR               | New Source Review   |
| O <sub>3</sub>    | Ozone   |
| Pb                | Lead  |
| PM <sub>2.5</sub> | Particulate Matter less than or equal to a nominal 2.5 microns<br>in aerodynamic diameter |
| PM <sub>10</sub>  | Particulate Matter less than or equal to a nominal 10 microns<br>in aerodynamic diameter  |
| PSD               | Prevention of Significant Deterioration   |
| SIP               | State Implementation Plan   |
| SLAMS             | State and Local Air Monitoring Station  |
| SO <sub>2</sub>   | Sulfur Dioxide  |
| USC               | United States Code  |
| WCDBOH            | Washoe County District Board of Health  |
| WCAQMD            | Washoe County Health District - Air Quality Management Division                           |

## Introduction and Background

This Demonstration of Adequacy addresses Washoe County's portion of the State of Nevada's I-SIP requirements for the 2008 Ozone (O<sub>3</sub>) NAAQS. The authorities approved by the US EPA for the 1997 ozone NAAQS remain intact and provide adequate ability and authority to implement, maintain, and enforce the 2008 ozone NAAQS.

Section 110(a)(2) lists the required elements of the I-SIP. These elements include: enforceable emission limitations, air quality modeling, enforcement programs, ambient air monitoring programs, and confirmation of adequate personnel, resources and legal authorities. The following elements are addressed in the existing applicable SIP for the 1997 ozone NAAQS and meet the infrastructure requirements of the 2008 ozone NAAQS:

- Enforceable Emission Limitations and Other Control Measures (110(a)(2)(A))
- Air Quality Monitoring, Compilation, Data Analysis, and Reporting (110(a)(2)(B))
- Enforcement and Stationary Source Permitting (110(a)(2)(C))
- Interstate Transport (110(a)(2)(D))
- Resources, Conflict of Interest, and Emergency Backstop (110(a)(2)(E))
- Stationary Source Emissions Monitoring and Reporting (110(a)(2)(F))
- Emergency Powers and Contingency Plans (110(a)(2)(G))
- SIP Revision For Revised Air Quality Standards or New Attainment Methods (110(a)(2)(H))
- SIP Revisions for New Nonattainment Areas (110(a)(2)(I))
- Consultation and Public Notification (110(a)(2)(J))
- Air Quality Modeling and Reporting (110(a)(2)(K))
- Major Stationary Source Permitting Fees (110(a)(2)(L))
- Consultation with Local Entities (110(a)(2)(M))



Table 1  
Existing SIP Elements Meeting Current CAA 110(a)(2)(A)-(M) Requirements for the  
Washoe County Portion of the Nevada Infrastructure SIP for the  
2008 Ozone NAAQS, Unless Otherwise Noted

|   |  |
|---|--|
| Element<br>(A)  | <p><u>Enforceable emission limits and other control measures:</u><br/>Requires SIPs to include enforceable emission limits and other control measures, means, or techniques, and schedules for compliance.</p>   |
| <p>WCDBOH Regulations Governing Air Quality Management (Regulation) Section 020.005 (See 38 FR 12702) authorizes the Control Officer to enforce all SIP measures including the following previously submitted Sections:<br/>030.000; 030.005; 030.010; 030.015; 030.025; 030.030; 030.110; 030.115(1), (5), and Subsection B; 030.1201; 030.205; 030.215; 030.245; 030.250 (See 46 FR 21758); 030.300; 030.305; 030.310; 030.3101-3105; 030.3107; 030.3108 (See 46 FR 43141); 030.218, 030.230, and 030.970A (See 77 FR 60915); 040.070; 040.075; 040.080; 040.085; 040.090 (See 46 FR 21758); and 050.001 (See 72 FR 33397).</p> <p>The following Sections have not been submitted as part of the SIP, but have been adopted by the WCDBOH and further support this element requirement (See Attachment B):<br/>020.0051 (Board of Health - Powers and Duties); and<br/>020.020 (Control Officer - Powers and Duties).</p> |  |
| Element<br>(B)  | <p><u>Ambient air quality monitoring/data system:</u><br/>Requires SIPs to provide for establishment and operation of ambient air quality monitors, collection and analysis of ambient air quality data, and to make these data available to EPA upon request.</p> |
| <p>The WCAQMD operates an ambient air monitoring network in accordance with 40 CFR 58. The network is reviewed annually pursuant to 40 CFR 58.10 to ensure it meets ambient air monitoring objectives (See Attachment A).</p>   |  |

|  |  |
|--|--|
| <p>Element<br/>(C)</p>   | <p><u>Program for enforcement of control measures:</u><br/>Requires SIPs to include a program providing for enforcement of all SIP measures and the regulation of construction of new and modified stationary sources as necessary to assure that the NAAQS are achieved, including a permit program as required in Parts C and D.</p> |
| <p>WCDBOH Regulation Section 020.005 (See 38 FR 12702) authorizes the Control Officer to enforce all SIP measures including the following previously submitted Sections:<br/> 030.000; 030.005; 030.010; 030.015; 030.025; 030.030; 030.110; 030.115(1), (5), and Subsection B; 030.1201;030.205; 030.215; 030.245; 030.250 (See 46 FR 21758); 030.300; 030.305; 030.310; 030.3101-3105; 030.3107; 030.3108 (See 46 FR 43141); 030.218, 030.230, and 030.970A (See 77 FR 60915); 040.070; 040.075; 040.080; 040.085; 040.090 (See 46 FR 21758); and 050.001 (See 72 FR 33397).</p> <p>The following Sections have not been submitted as part of the SIP, but have been adopted by the WCDBOH and further support this element requirement (See Attachment B):<br/> 010.1303 (Regulated Air Pollutant);<br/> 020.0051 (Board of Health - Powers and Duties);<br/> 020.020 (Control Officer - Powers and Duties);<br/> 030.002 (Construction or Modification of Permitted Operations);<br/> 030.500 (New Source Review (NSR) Applicability);<br/> 030.502 (Review for Emission Limitation Compliance);<br/> 030.503 (Conditions for Approval);<br/> 030.504 (Emission Offset Ratios);<br/> 030.505 (Completeness of Application);<br/> 030.506 (Requirements for Public Notice);<br/> 030.507 (Comments);<br/> 030.508 (Final Action); and<br/> 030.905 (Sources Requiring Part 70 Permits).</p> <p>On March 3, 2008, the WCAQMD received full delegation of the federal PSD program (See Washoe County 2006 PM<sub>2.5</sub> NAAQS I-SIP, Attachment C, submitted December 4, 2009) and is incorporated into Nevada's SIP (40 CFR 52.1485).</p> |  |

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| Element<br>(D) | <p><u>Interstate transport provisions:</u><br/>Requires SIPs to contain adequate provisions prohibiting emissions generated within the state from contributing significantly to nonattainment in, or interfering with maintenance by, any other state with respect to the NAAQS, or from interfering with measures required to be included in the SIP of any other state to prevent significant deterioration or to protect visibility.</p> |
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Gina McCarthy, Assistant Administrator of the US EPA issued a memo on November 19, 2012 to EPA Air Division Directors, Regions 1-10, regarding states' and US EPA's obligations with respect to the requirements of (D)(i)(I). Ms. McCarthy notes:

"I would also like to note that the recent CSAPR decision made certain holdings regarding the requirement for states to submit SIPs addressing the provisions of Clean Air Act section 110(a)(2)(D)(i)(I), the good neighbor provision that addresses upwind emissions linked to NAAQS attainment problems in downwind states. The decision states that a SIP cannot be deemed deficient for failing to meet the good neighbor obligation before the EPA quantifies that obligation. Although we have filed a petition for rehearing of the Court's decision, including this element of the decision, and although the mandate for that decision has not yet been issued, we intend to act in accordance with the decision during the pendency of the appeal. Therefore, at this time the EPA does not intend to make findings that states failed to submit SIPs to comply with section 110(a)(2)(D)(i)(I). To the extent that states may inquire about their obligations to submit SIPs addressing this provision, we believe it would be appropriate to convey that at this time we do not intend to make such findings with respect to section 110(a)(2)(D)(i)(I)."

Because US EPA has not informed Nevada of its contribution to any ozone NAAQS attainment problem in downwind states, the NDEP concludes that it is not obligated to address this requirement at this time.

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| Element<br>(E) | <p><u>Adequate resources:</u><br/>Requires SIPs to provide necessary assurances for adequate personnel, funding, and authority under state law to carry out its SIP, to contain requirements addressing potential conflicts of interest, and to provide necessary assurances that the state retains responsibility for ensuring adequate implementation of the SIP where the state relies on a local or regional government for implementation of any SIP provision.</p> |
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NRS 445B.500 authorizes the WCDBOH to implement and administer air quality management programs within the geographic boundaries of Washoe County. These programs are managed through the WCAQMD. For the most recent fiscal year (2011-12), the WCAQMD consisted of 19 allocated full-time staff. Primary funding sources are: 1) Operating permit fees; 2) EPA grants; 3) Nevada DMV funds; and 4) the City of Reno, City of Sparks, and County of Washoe via an inter-local agreement with the Washoe County Health District (See Washoe County 2006 PM<sub>2.5</sub> NAAQS I-SIP, Attachment D, submitted December 4, 2009).

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| <p>Element<br/>(F)</p>   | <p><u>Stationary source monitoring system:</u><br/>Requires SIPs to establish a system to monitor emissions from stationary sources, to submit periodic emissions reports, to correlate the emissions reports with the corresponding SIP emission limits and standards, and to make emissions reports available to the public.</p> |
| <p>WCDBOH Regulation Section 020.005 (See 38 FR 12702) authorizes the Control Officer to enforce all SIP measures including the following previously submitted Sections related to authority for stationary source monitoring and reporting:<br/>030.210; 030.250 (See 46 FR 21758); and<br/>030.218, 030.230; 030.235, and 030.970A (See 77 FR 60915).</p> <p>The following Sections have not been submitted as part of the SIP, but have been adopted by the WCDBOH and further support this element requirement (See Attachment B):<br/>020.0051 (Board of Health - Powers and Duties); and<br/>020.060 (Sampling and Testing).</p> |  |
| <p>Element<br/>(G)</p>   | <p><u>Emergency episodes:</u><br/>Requires SIPs to provide for authority to address activities causing imminent and substantial endangerment to public health and to provide for adequate contingency plans to implement such authority.</p>   |
| <p>Emergency powers are authorized under WCDBOH Regulation 050.001 (Emergency Episode Plan) (See 72 FR 33397). In addition, general emergency powers are provided in Nevada's SIP in NRS 445B.560.</p>   |  |
| <p>Element<br/>(H)</p>   | <p><u>Future SIP revisions:</u><br/>Requires SIPs to provide for SIP revisions in response to changes in the NAAQS, or availability of improved methods for attaining the NAAQS, and in response to an EPA finding that the SIP is substantially inadequate.</p>   |
| <p>WCDBOH Regulation Section 020.005 (See 38 FR 12702) authorizes the Control Officer to enforce Section 020.0051 (Board of Health - Powers and Duties) which provides the WCDBOH the authority to revise a SIP "to achieve and maintain levels of air quality to protect human health".</p>   |  |
| <p>Element<br/>(I)</p>   | <p><u>SIP revisions for new non-attainment areas:</u><br/>Requires SIP revisions to meet the applicable Part D requirements relating to non-attainment areas.</p>  |
| <p>The WCAQMD commits to submit SIP revisions whenever the county, or portions of the county, are newly designated non-attainment for any federal NAAQS.</p>   |  |

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| Element (J)<br>[§121]  | <u>Consultation with government officials, public notification, PSD and visibility protection:</u><br>Requires states to provide a process for consultation with local governments and Federal Land Managers carrying out NAAQS implementation requirements; . . . |
| <p>All SIP elements are adopted by the WCDBOH before being formally submitted as the Washoe County portion of the Nevada SIP. Participation by local political subdivisions is authorized by WCDBOH Regulation Section 020.005 (See 38 FR 12702) and an inter-local agreement between the City of Reno, City of Sparks, and the County of Washoe, Nevada (See Washoe County 2006 PM<sub>2.5</sub> NAAQS I-SIP, Attachment D, submitted December 4, 2009). This inter-local agreement requires that the WCDBOH include one elected official from each of the three political subdivisions in Washoe County. The WCAQMD is committed to include all stakeholders, such as local governments and federal land managers, in the SIP development process.</p> |  |
| Element (J)<br>[§127]  | . . . requires SIPs to notify the public if NAAQS are exceeded in an area and to enhance public awareness of measures that can be taken to prevent exceedances; and . . .  |
| <p>WCDBOH Regulation Section 050.001 (See 72 FR 33397) authorizes the WCAQMD to advise the public on measures that are taken to reduce their exposure during elevated air pollutant concentrations. Near-time ambient air monitoring data are posted on the WCAQMD website (<a href="http://www.washoecounty.us/health/aqm/home.html">www.washoecounty.us/health/aqm/home.html</a>). A Trends report, which summarizes monitored ambient air quality in Washoe County, is prepared annually and also posted on the WCAQMD website.</p>   |  |
| Element (J)<br>[Part C PSD / Visibility]   | . . . requires SIPs to meet applicable requirements of Part C related to prevention of significant deterioration and visibility protection.  |
| <p>On July 31, 2007, EPA's approval of Nevada's interstate transport SIP (CAA 110(a)(2)(D)(i)) for the 8-hour O<sub>3</sub> and PM<sub>2.5</sub> NAAQS promulgated in July 1997 was published in the Federal Register (See 72 FR 41629). Also, Article 13 of Nevada's SIP, "General Provisions for the Review of New Sources," requires an environmental evaluation before a registration certificate may be issued. Finally, on March 3, 2008, the WCAQMD received full delegation of the federal PSD program (See Washoe County 2006 PM<sub>2.5</sub> NAAQS I-SIP, Attachment C, submitted December 4, 2009) and is incorporated into Nevada's SIP (40 CFR 52.1485).</p>   |  |
| Element<br>(K)   | <u>Air quality modeling/data:</u><br>Requires SIPs to provide for the performance of air quality modeling for predicting effects on air quality of emissions of any NAAQS pollutant and the submission of such data to EPA upon request.                           |
| <p>WCDBOH Regulation Section 030.235 (Requirements for Source Sampling and Testing) (See 77 FR 60915) authorizes the Control Officer to require operators provide source stack testing or other types of testing to determine the quantity and effect of emissions produced by a stationary source.</p> <p>In addition, the following Section has not been submitted as part of the SIP, but have been adopted by the WCDBOH and further support this element requirement (See Attachment B):<br/>030.503 (Conditions for Approval).</p>   |  |

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| <p>Element<br/>(L)</p>   | <p><u>Permitting fees:</u><br/>Requires SIPs to require each major stationary source to pay permitting fees to cover the cost of reviewing, acting upon, implementing and enforcing a permit until such fee requirement is superseded by EPA approval of a fee program under Title V of the CAA.</p> |
| <p>Permitting fees are authorized under WCDBOH Regulation Sections 030.210 (See 46 FR 21758) and 030.310 (See 46 FR 43141).</p>  |  |
| <p>Element<br/>(M)</p>   | <p><u>Consultation/participation by affected local entities:</u><br/>Requires SIPs to provide for consultation and participation in SIP development by local political subdivisions affected by the SIP.</p>   |
| <p>All SIP elements are adopted in a public hearing by the WCDBOH before being formally submitted as the Washoe County portion of the Nevada SIP. Participation by local political subdivisions is authorized by WCDBOH Regulation Section 020.005 (See 38 FR 12702) and an inter-local agreement between the City of Reno, City of Sparks, and the County of Washoe, Nevada (See Washoe County 2006 PM<sub>2.5</sub> NAAQS I-SIP, Attachment D, submitted December 4, 2009). This inter-local agreement requires that the WCDBOH include one elected official from each of the three political subdivisions in Washoe County.</p> |  |

DRAFT  
January 23, 2013

Attachment A

Letter from Matthew Lakin (EPA Region IX) to Kevin Dick (WCHD-AQMD) Regarding the  
"2011 Annual Monitoring Network Plan" (November 1, 2011)

DRAFT  
January 23, 2013



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
REGION IX  
75 Hawthorne Street  
San Francisco, CA 94105

NOV 01 2011

Mr. Kevin Dick, Director  
Air Quality Management Division  
Washoe County Health District  
1001 East Ninth Street, Suite A115  
P.O. Box 11130  
Reno, NV 89520-0027

Dear Mr. Dick:

Thank you for your timely submittal of the 2011 Air Quality Management Division (AQMD) Washoe County Health District Air Quality Management Division (AQMD). EPA reviewed the submitted document and found that it is complete, informative, detailed and meets the requirements set forth under 40 CFR Part 58.10. We also appreciate your addressing in final comments to last year's 2010 Network Plan. This letter serves as an official approval of the annual network plan and all of the proposed modifications except the Sparks special purpose monitoring proposed for non-submission into the AQS. This issue, along with the special purpose monitoring at Reno3 is further discussed in our enclosed comments. AQMD should continue to work with AQMD staff to obtain the proper documentation and approval to establish proper special purpose monitoring at the Sparks and Reno3 sites.

If you have any questions regarding this letter or our comments, please feel free to contact me at (415) 972-3851 or Elfego Felix at (415) 972-3851.

Sincerely,

Matthew Lakin, Manager  
Air Quality Analysis Office  
Air Division

Enclosure

cc: Craig Petersen, Senior Air Quality Specialist, AQMD  
Julie Hunter, Air Quality Specialist, AQMD



**Comments on 2011 Network Plan for Washoe County AQMD**

*Please update next year's network plan to reflect the following comments:*

1. 40 CFR 58.20(b) requires any SPM data collected using an FRM, FEM, or ARM must meet the requirements of §58.11, §58.12, and appendix A or an approved alternative. Furthermore, SPM data collected using an FRM, FEM, or ARM that meets appendix A must also report to AQS. Pertaining to this, EPA noted that the following corrections will need to be made for the AQMD network:
  - o For the new FEM particulate instruments that are planned for installation at the Sparks site (pp.8), AQMD will either need to meet the requirements of §58.11, §58.12, appendix A and submit data into AQS, or submit an alternative plan for EPA approval that may allow for non-submittal into AQS.
  - o It was noted that AQMD also operates PM continuous FEM instruments as SPMs at the Reno3 site and is not currently submitting this data into AQS (pp.3). These Reno3 monitors will also either need to meet the requirements of §58.11, §58.12, appendix A and submit data into AQS, or submit an alternative plan for EPA approval that may allow for non-submittal into AQS.

AQMD should continue to work closely with EPA Region IX staff to ensure the necessary documentation and approvals are in place that allow for particulate monitoring at Sparks and Reno3 sites using FEM instrumentation that does not report to AQS.

2. The cover letter of AQMD's network plan states that comments were received during the public inspection period of the plan. Page 1 of the Network Plan however contains the following language: "Public comments received during the public inspection period were submitted along with this plan to EPA Region IX." These two statements do not agree. EPA would like the information be clarified in next year's plan and that a consistent message is delivered in the plan as well as the cover letter.

DRAFT  
January 23, 2010

**Attachment B**

**Washoe County District Board of Health Regulations Governing Air Quality Management  
Not Included in the Washoe County Portion of the Nevada Ozone Infrastructure SIP  
But Further Support CAA 110(a)(2)(A)-(M) Requirements**

DRAFT  
January 23, 2013

010.1303

"REGULATED AIR POLLUTANT" shall mean the following:

1. Nitrogen oxides or any volatile organic compounds;
2. Any pollutant for which a national ambient air quality standard has been promulgated.
3. Any pollutant that is subject to any standard promulgated under section 111 of the Act.
4. Any class I or II substance subject to a standard promulgated under or established by title VI of the Act.
5. Any pollutant subject to a standard promulgated under section 112 or other requirements established under section 112 of the Act, including the following:
  - a. Any pollutant subject to requirements under section 112(j) of the Act. If the administrator fails to promulgate a standard pursuant to section 112(e) of the Act, any pollutant for which a subject source would be major shall be considered to be regulated on the date 18 months after the applicable date established pursuant to section 112(e) of the Act; and
  - b. Any pollutant for which the requirements of section 112(g)(2) of the Act have been met, but only with respect to the individual source subject to section 112(g)(2) requirement.

(Adopted 10/20/93)

020.0051

#### BOARD OF HEALTH - POWERS AND DUTIES

Pursuant to the powers and responsibilities that have inured to the benefit of the Board of Health, said Board shall, without excluding any other powers, responsibilities, and authority conferred on said Board in the Nevada Revised Statutes, have the following powers and/or responsibilities:

- A. To adopt and enforce rules and regulations to reduce the release into the atmosphere of any air contaminants originating within the territorial limits of the Washoe County Health District in order to achieve and maintain levels of air quality which will protect human health and safety, prevent injury to plant and animal life, prevent damage to property, and preserve visibility and scenic, aesthetic and historic value within said Health District.
- B. To establish ambient air quality standards in accordance with law.
- C. To make such determinations and issue such orders as may be necessary to implement the provisions of these regulations and to achieve air quality standards in accordance with law.
- D. To institute proceedings to prevent continued violation of any order issued by the Board of Health, Hearing Board, or Control Officer, and to enforce these regulations.
- E. To require access to records relating to emissions which cause or contribute to air pollution.
- F. To apply or and receive grants or other funds or gifts from public or private agencies.
- G. To cooperate and contract with other governmental agencies including the State of Nevada, other states, and the federal government.

- H. To conduct investigations, research and technical studies consistent with the general purposes of the Nevada Revised Statutes.
- I. To establish such emission control requirements, as may be necessary to prevent, abate, or control air pollution.
- J. To require the registration of air pollution sources together with a description of the processes employed, fuels used, nature of emissions and other information considered necessary to evaluate the pollution potential of a source.
- K. To prohibit, regulate or control, as specifically provided in **Section 030.000** through **030.260**, the installation, alteration or establishment of any source capable of causing air pollution.
- L. To issue or deny all requests or applications for a variance or waiver from any of the requirements of these regulations after due consideration of the recommendations of the Hearing Board and Control Officer.
- M. To require the submission of preliminary plans and specifications and other information as the Board deems necessary to process permits required by these regulations.
- N. To enter into and inspect, at any reasonable time, any premises containing an air contaminant source or a source under construction for purposes of ascertaining the state of compliance with these regulations.
- O. To hold any hearing as authorized in Chapter 445 of the Nevada Revised Statutes.
- P. To review recommendations of the Hearing Board and to take such additional evidence as the Board of Health deems necessary or to remand to the Hearing Board for such evidence as the Board of Health may direct on any matters arising under these regulations.
- Q. To require elimination of devices or practices which cannot be reasonably allowed without generation of undue amounts of contaminants.
- R. To specify the manner in which incinerators may be constructed and operated.
- S. To delegate all above powers, except **Subsections A, B, F, O, and P**, to the Control Officer or his representatives as may be necessary to implement these regulations.
- T. To appoint by resolution, or other appropriate action of the Board of Health, a Hearing Board consisting of seven (7) members who are not employees of the State of Nevada or any political subdivision of the State of Nevada, or which one (1) member must be an attorney admitted to practice law in the State of Nevada, or which one (1) member must be a professional engineer registered in the State of Nevada and one (1) member shall be licensed in Nevada as a general engineering contractor or a general building contractor as defined by NRS 624.215. All members of said Hearing Board shall be appointed to the terms as specified in NRS 445.481.
- U. To institute, in any court of competent jurisdiction, legal proceedings to compel compliance

with these regulations and the Nevada Revised Statutes pertaining to the emission of air contaminants into the atmosphere within the territorial limits of the Washoe County Health District.

**020.020 CONTROL OFFICER - POWER AND DUTIES**

The Control Officer, or his designated agent or representative, shall enforce the provisions of these regulations in his name, or in the name of the Board of Health, in any one or combination of the following ways:

- A. By issuing a written notice of violation, delivered personally or by registered or certified mail, to any person if reasonable cause exists to believe said person is violating these regulations.
- B. By issuing a warning to any person suspected of violating these regulations and by giving said person an opportunity to correct the cause of said violation prior to issuing a notice of violation or citation and referring the matter to the Board of Health or proper prosecuting authority in the Washoe County Health District;
- C. By requesting the District Attorney of the County of Washoe, or other proper agency, person or prosecuting authority in the Washoe County Health District, to institute appropriate criminal, civil or administrative proceedings against the person or persons responsible for violation of any of these regulations.
- D. By requesting the Board of Health to levy an appropriate administrative fine against any person found to have violated any of these regulations.
- E. By reviewing each variance to ascertain if the variance holder is meeting all provisions of the variance or dates set forth in the compliance schedule; if they are not met, the Control Officer may notify the variance holder personally or by registered or certified mail to this effect and may suspend or revoke any variances or reject any schedule of compliance involved with said infractions.
- F. By requesting the Board of Health to institute all necessary and proper legal proceedings authorized by law to carry out the purposes of these regulations and purposes of Chapter 445 of the Nevada Revised Statutes, including injunctive relief.

**020.060 SAMPLING AND TESTING**

In addition to any other testing requirements provided for in these regulations, the Control Officer or the Board of Health may require any person to conduct or make arrangements to conduct testing of any source to determine compliance with these regulations. In the event such testing is required, the Control Officer may do any of the following:

- A. Witness all tests as required by this Section.
- B. Determine whether or not generally recognized methods of measurement have been used to determine the quantity of emissions from the source being tested and if not additional testing may be required.

- C. Determine the point or points at or within the source where testing shall be done, to determine the actual discharge into the atmosphere.
- D. Make any modifications or adjustments in the testing requirements so as to be compatible with specific sampling conditions or needs as shown by good practice, judgement and experience.
- E. Require the cost of any testing to be paid by the owner or person responsible for any source of air contaminants.
- F. Require additional tests of any source of air contaminants tested in accordance with this Section, provided such separate or additional tests shall be conducted on behalf of the Board of Health and at said Board's expense.
- G. Require in writing the construction or creation of sampling holes, safe scaffolding and related facilities, to be provided at the expense of the owner or person responsible for any source of air contaminants being tested in accordance with this section.
- H. Require the owner or person responsible for any source of any air contaminants being tested pursuant to this section to provide a suitable power source to the point of testing, so that sampling instruments can be operated as required.
- I. All information gathered during any testing operation conducted pursuant to this Section will be provided to both the Control Officer or the Board of Health and the person or persons who own or control or are responsible for any source of air contaminants that are tested pursuant to this Section. All such information obtained pursuant to any testing required under this Section will be treated as confidential in accordance with the requirements of **Section 020.055** of these regulations.

030.002

**CONSTRUCTION OR MODIFICATION OF PERMITTED OPERATIONS** (Amended 4/89, 10/20/93)

A written Authority to Construct shall be required to construct, erect, alter or replace any equipment which may cause, potentially cause, reduce, control or eliminate the issuance of air contaminants. A single Authority to Construct may be issued for all components of an integrated system or process. Plans and specifications drawn in accordance with acceptable engineering practices shall be required before issuance of an Authority to Construct. The applicant for any Authority to Construct must notify the Control Officer in the application of any source which is or will become subject to 40 CFR Part 70 upon completion of the proposed construction. An Authority to Construct is not needed for routine operation and maintenance. This includes maintenance prescribed by the manufacturer, replacement of worn or broken components with like equipment, etc.

030.500

**NEW SOURCE REVIEW (NSR) APPLICABILITY**

A major new source or major modification which would locate in an area designated as nonattainment for a pollutant for which the source or modification would be major shall not be allowed to construct unless the stringent conditions set forth below are met. These conditions are designed to insure that the new source's or modification's emission will be controlled to the greatest degree possible, that more than equivalent offsetting emission reductions ("emission offsets") will be progress toward achievement of the national ambient air quality standards. For

the purposes of this part, a reconstructed source shall be treated as a new stationary source. Since major facility definition and requirements vary upon State and EPA area designations, a map (Figure 1) is included to facilitate the determination of which requirements must be met.

**030.502 REVIEW FOR EMISSION LIMITATION COMPLIANCE**

Authority to construct any new source or modification shall be denied unless the new source or modification meets all applicable emission requirements in the Nevada State Implementation Plan (SIP), all applicable Federal New Source Performance Standards, and all applicable National Emission Standards For Hazardous Air Pollutants.

**030.503 CONDITIONS FOR APPROVAL (Amended 7/28/93, Revised 10/25/95)**

If a major stationary source or major modification would be constructed in an area designated as nonattainment for a pollutant for which the stationary source or modification is major, an Authority to Construct shall be denied unless the following conditions are met:

- Condition 1 The new source or modification is required to meet an emission limitation which specifies lowest achievable emission rate for such source.
- Condition 2 The applicant must certify that all existing major sources owned or operated by the applicant for any entity controlling, controlled by, or under common control of the applicant in the State of Nevada are in compliance with all applicable emission limitations and standards under the Clean Air Act (or are in compliance with an expeditious schedule which is federally enforceable or contained in a court decree).
- Condition 3 Emission reductions ("offsets") from existing sources in the same nonattainment area as the proposed new source or modification (whether or not under the same ownership) are required such that they shall not interfere with or contribute to the interference with the attainment of the applicable National Ambient Air Quality Standards. Only intrapollutant emission offsets will be acceptable (e.g. hydrocarbon increases may not be offset against SO<sub>2</sub> reductions). All emission reductions for the purpose of offsets shall be enforceable under the Clean Air Act.

The terms of the offset emission reductions shall be specified and federally enforceable prior to permit issuance.

All offset emissions reductions shall be, by the time a new or modified source commences operation, in effect and enforceable and shall assure that the total tonnage of increased emissions of the air pollutant from the new or modified source shall be offset by an equal or greater reduction.

All offset emissions reductions must be obtained from decreases in actual emissions from the same or other sources in the area. No emissions reductions otherwise required by the Clean Air Act or other regulatory action may be credited for the purpose of meeting offset requirements.

- Condition 4 The emission offsets will provide a positive net air quality benefit in the affected area. Atmospheric simulation modeling is not necessary for volatile organic compounds and NOX. Fulfillment of **Condition 3** and **Section 030.504** of these regulations will be considered adequate to meet this condition.
- Condition 5 The applicant must perform an analysis of at least two (2) alternative sites for the facility, production processes, and environmental control techniques. This analysis must demonstrate that the benefits of the proposed source significantly outweigh the environmental and social costs imposed as a result of its location, construction or modification.
- Condition 6 The Control Officer shall also require the review of any Major Stationary Source or Major Modification subject to New Source Review under this section that may have an impact on visibility in any mandatory Class I Federal area. Such visibility review will ensure the source's emissions will be consistent with making reasonable progress toward State and National visibility goals.
- Condition 7 The Administrator has not made a determination that the applicable implementation plan is not being adequately implemented for the attainment area in which the proposed source is to be constructed or modified.
- Condition 8 The proposed major source or major modification shall not contribute to nonattainment in, or interfere with maintenance by, any other State with respect to any national ambient air quality standard, or interfere with measures required to be included in the applicable implementation plan for any other State with respect to prevention of significant deterioration of air quality or to protect visibility.

All emission limitations shall be assessed in light of the limits of "good engineering practice" on stack heights as specified in **Section 030.614**.

Any major stationary source or major modification commencing construction without an Authority to Construct shall be subject to an enforcement action. Obtaining an Authority To Construct does not relieve the owner from complying with any applicable local, state or federal regulation.

At such time that a particular source or modification becomes a major stationary source or major modification solely by virtue of a relaxation in any enforcement limitation which was established after August 7, 1980, on the capacity of the source or modification otherwise to emit a pollutant, such as a restriction on hours of operation, then the requirements of regulations approved pursuant to this section shall apply to the source or modification as though construction had not yet commenced on the source or modification. All permits issued by the Control officer shall comply with all applicable terms of the State Implementation Plan for the non-attainment area in which the source is to be constructed.

#### **030.504**

#### **EMISSION OFFSET RATIOS (Amended 7/28/93)**

Emission reductions required under **Section 030.503** shall be offset at a ratio of 1.2 to 1 when the offset sources are five (5) miles or less from the new source or modification. For offset



sources that are greater than five (5) miles from the new source or modification, the applicant shall determine an offset ratio based on atmospheric simulation modeling or an equivalent method to ensure a positive net air quality benefit. In no case shall the offset ratio for source located greater than five miles from the proposed project be less than 1.2 to 1. Non-reactive organic compounds (those which are listed in 40 CFR 51.100(s)) cannot be used for offsets.

**030.505**

**COMPLETENESS OF APPLICATION**

Following submittal by the applicant, the Control Officer shall determine whether the application for permit to construct is complete not later than thirty (30) calendar days after receipt of the application, or after such longer time as both the applicant and the Control Officer may agree. Such determination shall be transmitted in writing immediately to the applicant at the address indicated on the application if it is determined to be incomplete, the determination shall specify which parts of the application are incomplete and how they can be made complete. Upon receipt by the Control Officer of any re-submittal of the application, a new thirty (30) day period in which the Control Officer must determine completeness shall begin. Completeness of an application or resubmitted application shall be evaluated on the basis of the guideline for such, published by the Control Officer. After acceptance of an application as complete, the Control Officer shall not subsequently request of an applicant any new or additional information which was not specified in the Control Officer's list of items to be included within such applications. However, the Control Officer may, during the processing of the application, request an applicant to clarify, amplify, correct or otherwise supplement the information required in such list in effect at the time the complete application was received. Making any such request does not waive, extend, or delay the time limits in this section for decision on the completed application, except as the applicant and Control Officer may both agree.

**030.506**

**REQUIREMENTS FOR PUBLIC NOTICE (Amended 7/28/93, Revised 10/25/95)**

For those sources subject to Section 030.500, following acceptance of an application as complete, the Control Officer shall:

- A. Perform the evaluations required to determine compliance with this section and make a preliminary written decision as to whether an Authority to Construct should be approved, conditionally approved, or disapproved. The decision shall be supported by a succinct written analysis;
- B. Within ten (10) calendar days following such decision, publish a notice by prominent advertisement in at least one (1) newspaper of general circulation in the County, stating the preliminary decision of the Control Officer and where the public may inspect the information required to be made available. The notice shall provide thirty (30) days from the date of publication for the public to submit written comments on the preliminary decision;
- C. At the time notice of the preliminary decision is published, make available for public inspection at the District office the information submitted by the applicant, the supporting analysis for the preliminary decision to grant or deny the Authority to Construct, including any proposed permit conditions, and the reasons therefore. The confidentiality of trade secrets shall be considered in accordance with **Section 020.055** of these regulations;
- D. No later than the date of publication of the notice, a copy of said notice and any appropriate data is to be sent to the Nevada Department of Conservation and Natural

Resources Division of Environmental Protection, the regional planning authority of Washoe County, local government offices, any Indian governing body whose lands may be affected by facility emissions, any Federal Land Manager whose lands may be affected (including visibility effects) and the Regional Office of the U.S. Environmental Protection Agency; and

- E. Applicant to bear cost of all public notices under this section and **Section 030.508**.
- F. The Control Officer shall contact any Federal Land Manager whose lands may be affected for comments on the proposed project within 30 days after the application has been deemed complete. This shall be for the purpose of obtaining comments on the proposed scope of review for affected lands and species.

**030.507 COMMENTS**

The Control Officer shall consider all written comments submitted during the thirty (30) day public comment period.

**030.508 FINAL ACTION** (Amended 7/28/93)

Within 180 days after acceptance of the application as complete and the completion of all required preconstruction monitoring and public notice periods (including those required under the District's Part 70 Permit regulations), the Control Officer shall take final action on the application after considering all written comments. The Control Officer shall provide written notice of the final action to the applicant, the U.S. Environmental Protection Agency, other Affected States and the Nevada Department of Conservation and Natural Resources and shall publish such notice in a newspaper of general circulation. The notice and all supporting documents shall be made available for public inspection during normal business hours.

**030.905 SOURCES REQUIRING PART 70 PERMITS** (Adopted 10/20/93, Revised 10/25/95)

A. Sources Required to Obtain a Part 70 Permit

The following sources and source categories shall be subject to Part 70 permitting:

1. Any Major Stationary Source;
2. Any source, including area sources, subject to a standard, limitation or other requirement under section 111 (New Source Performance Standards) of the Act;
3. Any source, including an area source, subject to a standard or other requirement under section 112 (Hazardous Air Pollutants) of the Act. However, a source which is subject to regulations or requirements only under section 112(r) of the Act shall not be required to obtain a permit;
4. Any source that includes one or more units subject to Title IV (Acid Rain) of the Act;
5. Any source in a source category designated by the EPA Administrator pursuant to 40 CFR Part 70.

## B. Exemptions

The following sources and source categories shall be exempted from Part 70 permit requirements:

1. Any source subject to this regulation solely because it is subject to 40 CFR Part 60, subpart AAA, Standards of Performance for New Residential Wood Heaters.
2. Any source subject to this regulation solely because it is subject to 40 CFR Part 61, subpart M, National Emission Standards for Hazardous Air Pollutants for Asbestos, Standards for Demolition and Renovation.
3. Insignificant Emission Levels

Sources with the potential to emit less than an annual average of two (2) pounds per day of any criteria pollutant or less than one (1) pound per day of any hazardous air pollutant on a facility wide basis are exempted from all part 70 permitting requirements. Such sources may still be required by the Control Officer to obtain a non-Part 70 operating permit under District regulations. No source which is itself subject to an applicable requirement may qualify as an insignificant source.

4. All Dry Cleaning operations with the potential to emit less than ten (10) tons per year of any criteria or hazardous air pollutant shall be exempted for a period of five (5) years from the initial EPA Part 70 program approval date unless required to obtain a permit under **Section 030.905(A) (5)**.
5. All sources which would be subject to Part 70 permits under **Section 030.905 (A)** which are not major sources, affected sources or solid waste incineration units subject to permitting under section 129(e) of the act, are exempt from requirements to obtain a Part 70 permit for a period of 5 years from the date of EPA approval of the Washoe County Part 70 permit program.
6. Sources may seek exempt status by limiting facility emissions to levels below those defined for a major source as provided in **Section 010.090, part D (prohibitory status) and part E (Synthetic Minor sources)**.

## C. Sources Which Must be Permitted by the State of Nevada

Any facility whose principal business is to generate electricity using steam derived from the burning of fossil fuels must obtain any necessary Part 70 permit(s) from the State of Nevada.

## 2013 Legislative Activity Report

| BDR or Bill # | Primary Sponsor    | Status  | Summary   | Background/Analysis/Fiscal Impact | Recommendation & Staff Assignment   |
|---------------|--------------------|---------|---|-----------------------------------|---|
| BDR 40-451    |                    |         | Revises provisions governing sterile syringe access and needlestick prevention.             |                                   | <ul style="list-style-type: none"> <li>• Priority: <b>High</b></li> <li>• Action: <b>Track</b></li> <li>• Testify: <b>Yes</b></li> <li>• Position: <b>Support</b></li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul> <p>(Dr. Iser is working with Sheriff Haley (S. Kutz))</p> |
| AB 3          | Judiciary          | Pending | Revises provisions governing the enforcement of the tax on live entertainment. (BDR 41-326) |                                   | <ul style="list-style-type: none"> <li>• Priority: <b>Low</b></li> <li>• Action: <b>Monitor</b></li> <li>• Testify: <b>No</b></li> <li>• Position: <b>Comment Only</b></li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul>  |
| AB 4          | Government Affairs | Pending | Revises certain provisions governing public records and legal notices. (BDR 19-259)         |                                   | <ul style="list-style-type: none"> <li>• Priority: <b>High</b></li> <li>• Action: <b>Track</b></li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul>   |

## 2013 Legislative Activity Report

| BDR or Bill # | Primary Sponsor    | Status  | Summary   | Background/Analysis/Fiscal Impact | Recommendation & Staff Assignment  |
|---------------|--------------------|---------|---|-----------------------------------|--|
| AB 28         | Not stated         | Pending | Revises the definition of "sentinel" event for the purpose of provisions relating to the health and safety of patients at certain medical facilities. (BDR 10-311). |                                   | <ul style="list-style-type: none"> <li>• Priority: <b>Low</b></li> <li>• Action: <b>Monitor</b></li> <li>• Testify: <b>No</b></li> <li>• Position: <b>Support</b></li> <li>• Ordinance: <b>No</b></li> <li>• Policy: <b>No</b></li> <li>• Fiscal Impact: <b>No</b></li> </ul> (R. Todd)<br><br>Legislative Alert on 1/20; Dr. Todd made comments; entered on 1/23/13 |
| AB 31         | Government Affairs | Pending | Revises various provisions relating to public records. (BDR 19-211)   |                                   | <ul style="list-style-type: none"> <li>• Priority: <b>Low</b></li> <li>• Action: <b>Monitor</b></li> <li>• Testify: <b>No</b></li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul>   |
| AB 44         | Judiciary          | Pending | Requires associations of planned communities to allow the outdoor storage of trash and recycling containers under certain circumstances. (BDR 10-262)               |                                   | <ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action: <b>Tracking</b></li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul>   |

## 2013 Legislative Activity Report

| BDR or Bill # | Primary Sponsor           | Status  | Summary  | Background/Analysis/Fiscal Impact  | Recommendation & Staff Assignment   |
|---------------|---------------------------|---------|--|--|---|
| AB 65         | Government Affairs        | Pending | Revises various provisions related to open meetings. (BDR 19-603)  |  | <ul style="list-style-type: none"> <li>• Priority: <b>High</b></li> <li>• Action: <b>Tracking</b></li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul>  |
| AB 69         |                           |         | Requires a crematory for human remains to be located in a certain area. (BDR 40-25)  |  | <ul style="list-style-type: none"> <li>• Position: <b>No Interest</b></li> </ul> <p>Legislative Alert on 1/18; Kevin said we are neutral; entered "No Interest" on 1/23/13</p>  |
| AB 109        | Assemblyman David Bobzien | Pending | Revises the qualifications and training required for certain persons who operate or are employed by a child care facility. | This bill covers requirements outside of our jurisdiction. We have no issues either way. | <ul style="list-style-type: none"> <li>• Priority: <b>Low</b></li> <li>• Action: <b>Monitor</b></li> <li>• Testify: <b>No</b></li> <li>• Position: <b>Comment Only</b></li> <li>• Ordinance: <b>Uncertain</b></li> <li>• Policy: <b>Uncertain</b></li> <li>• Fiscal Impact:</li> <li>• Rec'd Request for Comments on 2/14; forwarded to Bob and Joe on 2/14; rec'd Bob's Comments 2/20; Input on 2/20</li> <li>•</li> </ul> |

## 2013 Legislative Activity Report

| BDR or Bill # | Primary Sponsor   | Status  | Summary  | Background/Analysis/Fiscal Impact   | Recommendation & Staff Assignment   |
|---------------|---|---------|--|---|---|
| AB 126        | Assemblywoman Lucy Flores<br>Co-Sponsor(s): Assemblyman Paul Aizley<br>Assemblyman David Bobzien<br>Assemblyman Andy Eisen<br>Assemblyman James Healey<br>Senator Justin Jones<br>Senator Joyce Woodhouse | Pending | Requires the disclosure of certain nutritional information in certain chain restaurants. | Under federal law, a restaurant or similar retail food establishment that: (1) is part of a chain with 20 or more locations doing business under the same name and offering for sale substantially the same menu items; or (2) elects to be subject to the disclosure requirements, is required to disclose certain nutritional information about the menu items offered for sale by the restaurant or establishment. (21 U.S.C. §343(q)(5)(H))<br>Section 1 of this bill requires the owner or operator of any restaurant or similar retail food establishment that is part of a chain with 10 or more locations doing business within this State to disclose the same nutritional information that federal law requires a chain with 20 or more locations to disclose. Section 2 of this bill provides a penalty for the owner or operator of any restaurant or similar retail food establishment who fails to make the required disclosure of nutritional information. | <ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action:</li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact: (B. Sack)</li> <li>• Legislative Alert on 2/15; Forwarded to Bob and Joe</li> </ul> |

2013 Legislative Activity Report

| BDR or Bill # | Primary Sponsor                 | Status  | Summary   | Background/Analysis/Fiscal Impact  | Recommendation & Staff Assignment   |
|---------------|---------------------------------|---|---|--|---|
| AB 137        | Assembly Committee on Education | <p>Pending</p> <p>Concurrent Committees on Education and Ways and Means</p> <p>(Vetoed by Governor in 2011 after session ended)</p> | <p>Revises provisions governing programs of nutrition in public schools (BDR 34-191).</p> | <p><u>Analysis:</u> This bill would require all NV school districts to provide breakfast in the schools in accordance with Provision 2 set forth in 7 C.F.R. 245.9 (lower income schools).</p> <p>Research shows that a healthy breakfast for children can improve test scores, school attendance, diet quality, and overall health<sup>1</sup>. According to Geri Casey, Assistant Director at ARAMARK, the Nutrition Services Provider for WCSD, this bill would not change current practice for WCSD. There are currently 20 WCSD schools that participate in the breakfast program. All that are currently eligible participate. The Department of Education conducts audits and reports are provided in compliance with the timelines proposed in this bill. The location of where breakfast is served is also in compliance with this bill. Therefore, this bill would not impact the health of Washoe County children.</p> <p><u>History:</u> This bill was passed by the legislature in 2011 and vetoed by the Governor after the conclusion of the session. Upon reviewing the committee minutes from 2011 both WCSD and CCSD were in support of the final language of this bill.</p> <p><sup>1</sup>American Association of School Administrators.</p> | <ul style="list-style-type: none"> <li>• Priority: <b>Low</b></li> <li>• Action: <b>Monitor</b></li> <li>• Testify: <b>No</b></li> <li>• Position: <b>Support</b></li> <li>• Ordinance: <b>No</b></li> <li>• Policy: <b>No</b></li> <li>• Fiscal Impact: <b>No</b> (E. Dixon)</li> </ul> <p>Legislative Alert on 2/5; Erin made comments; entered on 2/5/13</p> |



## 2013 Legislative Activity Report

| BDR or Bill # | Primary Sponsor       | Status  | Summary  | Background/Analysis/Fiscal Impact   | Recommendation & Staff Assignment   |
|---------------|-----------------------|---------|--|---|---|
| AB 139        | Assemblyman Skip Daly | Pending | Revises provisions relating to the state business portal (BDR 7-127) | <p><b>Background/Analysis/Fiscal Impact</b></p> <p>Requires Health District to utilize State Portal business license information in permitting, to provide online permitting, and integrate with the State Portal by 01/01/14.</p> <p>Remove mandate. Make the goal the use of online permitting and integration with the State Portal. Integrate State permits prior to local mandate.</p> <p>The Washoe County Health District does not currently have the capacity for online permitting. The January 1, 2014 effective date for online permitting and integration with the State portal is not feasible. It is not clear how "integration" with the portal is defined. The Health District does not have sufficient information on the portal to know whether such integration is feasible with online permitting software application which might be used for online permitting by the Health District. Utilization of business information from the State portal may require modification of permitting software currently utilized by the HD. This software is no longer being actively supported and would divert the health district from efforts to provide online permitting capabilities.</p> <p>The ability to integrate with the State Portal by State agencies that perform permitting activities similar to the Health District has not yet been demonstrated. The bill should be amended to remove a mandated deadline for integration with the State Portal or utilization of portal business license information. This might be established as a goal but no mandate should be established</p> | <p><b>Recommendation &amp; Staff Assignment</b></p> <ul style="list-style-type: none"> <li>• Priority: <b>HIGH</b></li> <li>• Action: <b>TRACK</b></li> <li>• Testify: <b>YES (Sack, Dick, or Iser)</b></li> <li>• Position: <b>Support if Amended</b></li> <li>• Ordinance: <b>Unknown</b></li> <li>• Policy: <b>Yes</b></li> <li>• Fiscal Impact: <b>Yes</b><br/>(Bob and Kevin)</li> <li>• County requested Fiscal Note on 2/14; <b>deadline 2/20</b>; forwarded to DDs on 2/14; cancelled on 2/15 and then re requested with a new due date of 2/22/2013.</li> <li>• Request for Evaluation 2/19/2013; forwarded to Bob; Kevin; and Paula on 2/19 @ 10:50 am</li> <li>• Rec'd and input comments on 2/20</li> <li>• Hearing scheduled for 8:00 am on 2/21 room 3143; emailed Bob, Kevin, Joe, and Paula.</li> </ul> |

# 2013 Legislative Activity Report

DBOH Agenda Item No. 18.

| BDR or Bill # | Primary Sponsor | Status | Summary | Background/Analysis/Fiscal Impact   | Recommendation & Staff Assignment |
|---------------|-----------------|--------|---------|---|-----------------------------------|
|               |                 |        |         | <p>for local health districts until the State has demonstrated the capability to perform this function with their agencies that perform similar functions.</p> <p>Amend to remove mandated deadline.</p> <p>Establish a goal of local agency and health district utilization of state portal business license information and of online permitting and integration with the State Portal.</p> <p>Achieve similar State agency permitting integration prior to health district mandate.</p> <p><b>FY 12/13 - \$800,000; FY 13/14 - \$1.041 Million; FY 14/15 - \$240,200; Future Biennia - \$240,200</b></p> <p><b>Fiscal Note:</b> Washoe County Health District does not currently have the capability to provide on-line access and submission of its business license applications. Washoe County has released an RFP for a vendor to supply internet capable software, and the acquisition and maintenance costs reflect the top end bid proposal. Printing costs reflect the modifications to and printing of new permit applications to include the State business identification number. There are no cost estimates for the new software system to integrate the County's application with the State business portal or to use the state business portal to collect common business registration information and to retrieve that information into the County's database. There are also no cost estimates for integrating the State business identification number in the existing Health District</p> |                                   |

## 2013 Legislative Activity Report

| BDR or Bill # | Primary Sponsor   | Status  | Summary  | Background/Analysis/Fiscal Impact   | Recommendation & Staff Assignment  |
|---------------|---|---------|--|---|--|
| AB 150        | Daly, Kirkpatrick, Bobzien, Benitez-Thompson, Bustamante Adams, Carlton, Healey, Ohrenschall, Pierce, Sprinkle, Smith | Pending | Provides for the legislative review of governmental agencies to promote governmental oversight and accountability. | permitted software which is no longer actively supported as the new software system is pursued. | <ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action:</li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul> Rec'd Req for Eval on 2/21; forwarded to DDs 2/21 |
| AB 154        | Eisen, Frierson, Benitez-Thompson, Carrillo, Dondero Loop, Flores, Healey, Jones, Hardy                               | Pending | Revises provisions concerning child death review teams. (BDR 38-611)   |   | <ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action:</li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul> Rec'd Req for Eval on 2/21; forwarded to DDs 2/21 |

## 2013 Legislative Activity Report

| BDR or Bill # | Primary Sponsor  | Status  | Summary   | Background/Analysis/Fiscal Impact  | Recommendation & Staff Assignment  |
|---------------|--|---------|---|--|--|
| AB 155        | Eisen, Frierson, Benitez-Thompson, Carrillo, Dondero Loop, Duncan, Flores, Healey, Kirkpatrick, Oscarson, Jones, Hardy |         | Revises provisions governing reports of the abuse or neglect of a child (BDR 38-610).   |  | <ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action:</li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul>   |
| SB 53         | Health and Human Services  | Pending | <p>Revises various provisions relating to vital statistics (BDR 40-312)</p> <p>This bill allows release of birth certificates 125 years after the date of birth and death certificates 50 years after the date of death. It also makes various changes that should only impact the state office of vital records. The bill also modernizes existing language and allows for the use of electronic record keeping that is already largely in place. Finally, the bill allows cases where deaths occur without medical attendance to be referred directly to the coroner's office and shortens the time frame for filing certificates that require implementation of delayed filing procedures.</p> | <p>The bill primarily cleans up and modernizes existing language and should be supported.</p> <p>The Washoe County Vital Records Office will need to change procedures for the release of certificates to be consistent with the new statutory language.</p> | <ul style="list-style-type: none"> <li>• Priority: <b>Low</b></li> <li>• Action: <b>Track</b></li> <li>• Testify: <b>No</b></li> <li>• Position: <b>Support</b></li> <li>• Ordinance: <b>No</b></li> <li>• Policy: <b>Yes</b></li> <li>• Fiscal Impact:</li> </ul> <p>2/8 — Steve Gilbert is the Supervisor for Vital Records at the Nevada State Health Division. Received a response from him this morning indicating that they are not currently anticipating any opposition to the bill. He said he would let us know as it gets closer to a hearing if that should change.</p> <ul style="list-style-type: none"> <li>• Rec'd and input Randy's comments on 2/14</li> </ul> |

## 2013 Legislative Activity Report

| BDR or Bill # | Primary Sponsor                  | Status  | Summary  | Background/Analysis/Fiscal Impact | Recommendation & Staff Assignment  |
|---------------|----------------------------------|---------|--|-----------------------------------|--|
| SB 65         | Natural Resources                | Pending | Revises provisions relating to public water systems and certain laboratories. (BDR 40-349) |                                   | <ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action: <b>Tracking</b></li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul>   |
| SB 67         | Revenue and Economic Development | Pending | Revises provisions relating to tobacco. (BDR 32-404)                                       |                                   | <ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action: <b>Monitoring</b></li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul>   |
| SB 74         | Senator Tick Segerblom           | Pending | Revises various provisions relating to public records. (BDR 19-211)                        |                                   | <ul style="list-style-type: none"> <li>• Priority: <b>High</b></li> <li>• Action: <b>Tracking</b></li> <li>• Testify: <b>No</b></li> <li>• Position: <b>Oppose</b></li> <li>• Ordinance:</li> <li>• <b>Unknown</b></li> <li>• Policy: <b>Yes</b></li> <li>• Fiscal Impact: Yes</li> <li>• Hearing: <b>2/11/13 @ 1:30 pm</b></li> <li>• Hearing: <b>2/20/13@1:30 pm rm. 2135</b></li> <li>• Forwarded to all DDs on 1/23/2013; Randy and Steve commented on 2/6:</li> </ul> |

## 2013 Legislative Activity Report

| BDR or Bill # | Primary Sponsor                               | Status  | Summary  | Background/Analysis/Fiscal Impact  | Recommendation & Staff Assignment   |
|---------------|---|---------|--|--|---|
| SB 80         | Senator Settelmeyer                           |         | Makes various changes to provisions governing dairy products and dairy substitutes.  | We would defer to the Dairy Commission. I think anything that strengthens their enforcement for health and safety is good; I dislike that they would do both dairy product promotion and regulate as well. That is, at a national level, one of the differences between USDA (which does both functions) and FDA (which regulates but doesn't promote).  | <ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action:</li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul> <ul style="list-style-type: none"> <li>• Joe rec'd email from Larry Mathias; Joe replied; ask Larry and John their thoughts.</li> </ul>  |
| SB 92         | Senate Committee on Health and Human Services | Pending | <p>Makes certain changes related to the health of infants. (BDR 40-529)</p> <p>Revises NRS 442.008 requiring infants be tested for critical congenital heart disease; providing an exception for written parental objection; and notification of both state and local health officers.</p> | <p>BDR revised 2/11; no material change to the Health District. (BDR 40-429)</p> <p>This bill requires any healthcare provider who attends a birth to examine the infant for critical congenital heart disease. They must at least use pulse oximetry in conducting the examination. Any positive results must be reported to the State Health Officer and the Local Health Officers of the jurisdictions of both the birth and the mother's residence. They must discuss the condition and the treatment options with the parents.</p> <p>This bill as submitted does not appear to impose any duty on local public health other than to simply receive the reports. It does not appear to require that the reports be retained nor does it appear to require any</p> | <ul style="list-style-type: none"> <li>• Priority: <b>Low</b></li> <li>• Action: <b>Track</b></li> <li>• Testify: <b>No</b></li> <li>• Position: <b>Comment Only</b></li> <li>• Ordinance: <b>NA</b></li> <li>• Policy: <b>NA</b></li> <li>• Fiscal Impact: <b>No</b></li> </ul> <p>Requested Comments on SB 92 on 2/12; forwarded to Dr. Todd; rec'd and input on 2/12</p> <p>Submitted Fiscal Notes prepared by Dr. Todd on 1/23 @ 9:25 am;</p> |

2013 Legislative Activity Report

| BDR or Bill # | Primary Sponsor                               | Status  | Summary  | Background/Analysis/Fiscal Impact  | Recommendation & Staff Assignment  |
|---------------|---|---------|--|--|--|
| SB 100        | Senate Committee on Health and Human Services | Pending | Revises provisions relating to certain providers of emergency medical services. (BDR 40-501) | <p>action on the part of the local entity in response to the report. The only possible caveat would be the provision for the State Board of Health to promulgate regulations that might programmatically and/or fiscally impact local public health.</p> <p>This bill changes the definitions of EMT, EMT intermediate, and EMT advanced to EMT, EMT advanced, and Paramedic respectively. It also ties training standards for these to the US Department of Transportation.</p> <p>Given that the main intent of the bill is to standardize definitions and training to those at the national level, there would appear to be no reason to oppose this legislation.</p> | <p>resubmitted Fiscal Notes w/o changes on 2/12/2013.</p> <ul style="list-style-type: none"> <li>• Priority: <b>Low</b></li> <li>• Action: <b>Tracking</b></li> <li>• Testify: <b>No</b></li> <li>• Position: <b>Comment Only</b></li> <li>• Ordinance: <b>NA</b></li> <li>• Policy: <b>NA</b></li> <li>• Fiscal Impact: <b>None for the Health District</b></li> </ul> <p><b>Hearing on 2/21 @3:30 Room 2149</b></p> <p>Dr. Todd provided comments on 2/13 and they were input on 2/13.</p> <p>Forwarded to Dr. Todd, Stacey, and Dr. Joe. On 2/12/2013</p> |

## 2013 Legislative Activity Report

| BDR or Bill # | Primary Sponsor      | Status  | Summary   | Background/Analysis/Fiscal Impact   | Recommendation & Staff Assignment  |
|---------------|----------------------|---------|---|---|--|
| SB 116        | Senator Joseph Hardy | Pending | Provides for establishment of electronic death registry system. (BDR 40-832). | <p>This is fundamentally a good idea. It should theoretically save time and effort for funeral homes that currently have to physically collect these statements and deliver them to the health department. The state already has an electronic death registry. However, this bill does not appear to provide any fiscal appropriation that would allow the system to be upgraded so that it does not slow down when a host of new medical users need to log in. Nor does it provide resources to train the new medical users in the use of the system. New untrained users and system performance degradation could negatively impact work flow in the Washoe County Vital Records office.</p> <p>The primary concern with this bill is that the existing electronic death registry is sometimes very slow. Adding additional users without appropriation of funds to upgrade the system will likely result in lower work productivity in local vital record offices including Washoe County. LCB staff should work with the Nevada State Health Division to develop a realistic cost estimate for necessary system upgrades and training.</p> <p>The bill should be amended to include an appropriation of funds that would allow the Nevada State Health Division to upgrade the current server hosting the existing electronic death registry so that it can accommodate a large number of additional users without performance degradation. Funding should also be provided to allow for development of an online training for physicians to utilize as they learn to use the system.</p> | <ul style="list-style-type: none"> <li>• Priority: <b>High</b></li> <li>• Action: <b>Tracking</b></li> <li>• Testify: <b>Yes - Todd</b></li> <li>• Position: <b>Support if Amended</b></li> <li>• Ordinance: <b>No</b></li> <li>• Policy: <b>N/A</b></li> <li>• Fiscal Impact:</li> </ul> <p>Received Request for Evaluation on 2/14; forwarded to Dr. Todd; input Dr. Todd's Comments on 2/14/2013.</p> |



2013 Legislative Activity Report

| BDR or Bill # | Primary Sponsor          | Status  | Summary   | Background/Analysis/Fiscal Impact   | Recommendation & Staff Assignment   |
|---------------|--------------------------|---------|---|---|---|
| SB 147        | Senator Donald Gustavson | Pending | Revises provisions governing the frequency of required inspections of the emissions of certain motor vehicles (BDR 40-427). |   | <ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action:</li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul> <ul style="list-style-type: none"> <li>• Received Request for Evaluation on 2/19; forwarded to Kevin on 2/19/2013.</li> </ul>  |
| SB 148        | Senator David Parks      | Pending | Revises provisions governing the Pollution Control Account (BDR 40-448)   | <p>FY 12/13 -- (\$0); FY13/14 -- (\$2,510); FY14/15 -- (\$7,327); Future Biennia - (\$43,430)</p> <p><b>Fiscal Impact:</b> The BDR will eliminate personnel time and expense associated with preparing grant proposals, quarterly reporting of grant accomplishments, and preparation of submittals to the Advisory Committee, NDEP, and DMV related to proposals, budget reallocation requests, and extension requests. So expenses are reported as negative. The BDR has a positive fiscal impact, expenses are</p> | <ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action:</li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul> <ul style="list-style-type: none"> <li>• County requested Fiscal Note on 2/12; deadline 2/19; forwarded to Kevin, Eileen, and Joe on 2/12; submitted 2/19</li> </ul> |

2013 Legislative Activity Report

| BDR or Bill # | Primary Sponsor      | Status  | Summary   | Background/Analysis/Fiscal Impact   | Recommendation & Staff Assignment   |
|---------------|----------------------|---------|---|---|---|
| SB 154        | Senator Mark Manendo | Pending | Revises certain provisions governing manufactured home parks. (BDR 10-23) | <p>reduced. Financial benefits occur incrementally as the initial proposal development costs, and then reporting and administration costs are reduced over the multi-year cycles of existing grants. Labor savings result from the Air Quality Management Division Director and Health District Fiscal Compliance Officer not having to develop and submit a grant proposal FY13-14, not having to submit a proposal and administer a grant FY14-15, and not having to develop a proposal and administer multiple grants in future biennia.</p> | <p>@ 3:00 pm.</p> <ul style="list-style-type: none"> <li>Received Request for Evaluation on 2/19; forwarded to Kevin and Eileen on 2/19/2013.</li> </ul>  |
|               |                      |         |   |   | <ul style="list-style-type: none"> <li>Priority:</li> <li>Action:</li> <li>Testify:</li> <li>Position:</li> <li>Ordinance:</li> <li>Policy:</li> <li>Fiscal Impact:</li> <li>Received Request for Evaluation on 2/19; forwarded to Bob on 2/19/2013.</li> </ul> |

### 2013 Legislative Activity Report

| BDR or Bill # | Primary Sponsor   | Status | Summary  | Background/Analysis/Fiscal Impact | Recommendation & Staff Assignment  |
|---------------|---|--------|--|-----------------------------------|--|
| SB 177        | Settelmeyer, Hardy, Cegavske, Goicoechea, Gustavson, Hammond, Hutchison, Jones, Kieckhefer, Segerblom, Woodhouse, Wheeler |        | Prohibits a minor from committing certain acts relating to the possession and use of tobacco products. (BDR 5-689) |                                   | <ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action: <b>Monitor</b></li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> <li>•</li> </ul> |



## WASHOE COUNTY HEALTH DISTRICT

### EPIDEMIOLOGY AND PUBLIC HEALTH PREPAREDNESS DIVISION



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

February 13, 2013

#### 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, February 2013

#### **Communicable Disease –**

##### **Influenza**

For the week ending February 3 (MMWR Week 6) five of 15 participating sentinel healthcare providers reported a total of 204 patients with influenza-like illness (ILI) out of a total of 4,128 patients seen. This yields an ILI percentage of 4.9% which is above the regional baseline of 3.5%. During the previous week the national ILI percentage was 3.6% which is above the national baseline of 2.2%. Regionally, the ILI percentage ranged from 2.1% to 5.7%.

Nine death certificates were received for week 5 listing pneumonia (P) or influenza (I) as a factor contributing to the cause of death. The total number of deaths submitted for week 5 was 122. This reflects a P&I ratio of 7.4% which is at the epidemic threshold set by CDC for week 5 at 7.4%. Nationally, the P&I ratio was 9.0%.

The influenza season in Washoe County has been fairly typical so far but has lagged behind national trends. National media have been reporting an unusually high rate of influenza-related hospitalizations among those over the age of 65 years. This is not a trend that has been observed locally to this point.

#### **Public Health Preparedness –**

PHP staff has been working on annual updates and improvements to the Department Emergency Management Plan. The target date for completion and presentation to the District Board of Health is May 2013.

The Public Information Officer taught ICS 300 this month. A Total of 22 Health District staff and participants from other agencies attended and passed the three-day class.

A Public Information and Communication for Points of Dispensing class provided by the CDC in Carson City was attended by four WCHD staff

Staff is currently working to establish partnerships with local private and public agencies in the event of a large scale public health emergency in which mass amounts of medication would need to be distributed to Washoe County residents. During a public health emergency, the general public would be encouraged to go to a Public Point of Dispensing (POD) site to receive medications. In a situation where the entire population needs to be given medication within a short timeframe, our Public POD sites will be highly stressed. Therefore, in order to relieve congestion and get medications out more quickly and efficiently, the WCHD is developing alternate methods of dispensing. One such method is to provide medications through Private PODS where an organization would be responsible for receiving and distributing medication to its staff and family members in a safe manner during an emergency event. Private PODS may also represent an important method of distributing medications to those portions of the population with access and functional needs or barriers. Examples might include home bound and/or incarcerated groups. It is also important to establish Private PODs with first responders (i.e., law enforcement, fire, and hospitals), as individuals from these agencies will be needed to assist the public in the event of a mass illness. Currently, EPHP has two private POD partnerships in place; Circus Circus and NV Energy.



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**Randall L. Todd, DrPH, Epidemiology and Public Health Preparedness Director**



# Washoe County Health District



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

**Staff Report**  
**Board Meeting Date: 2/28/13**

**DATE:** February 28, 2013

**TO:** District Board of Health Members

**FROM:** Steve Kutz, RN, MPH, Division Director  
Community and Clinical Health Services  
(775) 328-3759; [skutz@washoecounty.us](mailto:skutz@washoecounty.us)

**SUBJECT:** Community and Clinical Health Services (CCHS) Division Report,  
February 2013 District Board of Health Meeting

1. Quality Assurance/Quality Improvement Activity Report
2. Annual Training Day
3. Family Planning Program Needs Assessment
4. World TB Day
5. Program Reports

## 1. Quality Assurance/Quality Improvement (QA/QI) Activity

### Public Health Accreditation

The Accreditation Readiness Team (ART) comprised of representatives from each Division and facilitated by the CCHS Quality Improvement Coordinator was convened in March 2012.

ART's first goal is to create and implement a Quality Improvement Plan to guide the Health District in managing, deploying and evaluating quality activities. The QI Plan will provide a timeline for training, QI Team process and oversight, and reinforce the importance of quality and quality improvement.

### ART 2012 Accomplishments

- Focus Groups
  - Team members collected baseline data on employee knowledge, attitudes, experiences and current practices related to Quality Improvement (QI) by conducting 23 focus groups with employees and managers
  - Analyzed the information collected
  - Completed Focus Group Report on current status and views of QI at WCHD. Key Findings:
    - ✓ Surface knowledge of QI

- ✓ Problem solving done differently in different programs/divisions
- ✓ Believe QI is good and want to improve
- ✓ Concern re: time needed for QI and that it is just another fad (like Baldrige)
- ✓ Customer Satisfaction: Minimal information and knowledge about customer level of satisfaction with services
- QI Plan – Began outline of sections and created schedule for completion

ART Goals for 2013:

- Complete QI Plan for 2013-14
- Begin implementation of QI Plan, i.e., QI training for management and staff, initiate QI Teams to address at least one process improvement for each Division
- Complete Communication Plan for sharing Accreditation information

**NNPHI Quality Improvement Grant Award (May 2012-Dec 2012)**

A QI team consisting of staff from STD and EPHP was created to address the need for a plan to handle increases in STDs, primarily early syphilis.

Accomplishments:

- Created STD Outbreak Response Plan (ORP) based on Levels 1-4, dependent on number of cases in three month period and staff resources
- Designed and provided two training sessions to all STD and EPHP staff including a Tabletop Exercise to evaluate the plan
- Created an Improvement Plan based on feedback from the Tabletop Exercise
- STD ORP was implemented immediately and has proven valuable in managing recent increases in number of syphilis cases
- Submitted to Public Health Quality Improvement Exchange (PHQIX), a website described as a “centralized communication hub dedicated to supporting quality improvement efforts in public health practices throughout the United States.” Accepted, pending revisions

**2. Annual Training Day**

Community and Clinical Health Services (CCHS) held its fifth Annual Employee Training Day on February 12, 2013. The purpose of Training Day is to assure completion of required annual trainings timely, efficiently, and with the least disruption to service delivery. The day included presenters and experts from within CCHS and the community. Both lectures and hands on sessions provided diverse learning opportunities. Fifty-one CCHS staff attended the sessions appropriate for their position. Examples of this year’s sessions include: Cultural Competency, Respiratory Hygiene, HIPAA, Weight of the Nation, Child Abuse and Neglect Reporting, Insight Data Base, Quality Assurance, and Emergency Response. Training Day not only provides necessary training and Continuing Education Units (CEUs), it builds morale, improves

communication between staff, and supports CCHS Strategic Goal # 4 *CCHS Employees Will Remain Highly Skilled and Engaged.*

### 3. Family Planning Program Needs Assessment

At the request of Councilwoman Ratti the Washoe County Health District's Family Planning Program's competitive grant has been posted on the website at: <http://www.washoecounty.us/health/cchs/fpc.html>.

Due to the length of the document, it could not be included in this report. Below is a brief description of the application:

The body of the application includes two components: A Community Needs Assessment and Characteristics of a Successful Proposal (CSP). Attachments and Exhibits are also included, with supporting information contained in the body of the proposal.

The Needs Assessment outlines a description of the service area including geographic and demographic data. Needs, barriers, high priority populations, and target areas are addressed. Successes related to current service provision are noted in both the Needs Assessment and the CSPs. The CSPs outlines current FPP operations, as well as work plans that address goals and objectives for competitive grant cycle 2012-1017. Title X Guidelines, Program Priorities, and Key Issues are addressed throughout the proposal and are noted in blue italic. In addition, Attachment H is a cross reference indicating the proposal pages which reference each of the required Title X Guidelines, Program Priorities, and Key Issues.

The Notice of Grant Award was received on June 22, 2012, and the project period runs from June 30, 2012 to June 29, 2016.

### 4. World TB Day March 24, 2013

World TB Day on March 24 commemorates the date in 1882 when Dr. Robert Koch announced his discovery of *Mycobacterium tuberculosis*, the bacteria that cause tuberculosis (TB). TB is the leading cause of infectious bacterial disease deaths in the world. In 2012, the World Health Organization (WHO) reported 8.5-9.2 million tuberculosis cases and 1.2-1.5 million deaths from TB worldwide. World TB Day presents an occasion to raise awareness around the world about the health threat of TB in an era of increasing global travel and connectivity.

Washoe County Health District's Tuberculosis Prevention and Control Program provides clinical services at an environmentally controlled clinic at 10 Kirman Avenue. Public Health Nurses manage treatment for all cases of active TB in Washoe County under medical orders from Pulmonary Medicine Associates' physicians and Dr. Budhecha, a Pediatric Pulmonologist. TB Program services include treatment of active TB utilizing directly observed therapy (DOT), contact investigations, community consultations and education, outreach to high-risk aggregate settings, evaluation of newly arrived



immigrants, and treatment of latent TB infection (LTBI) in high risk populations. Isolation of infectious clients is a key component to protect the public's health.

Highlights of the past year include management of a challenging contact investigation involving three sites and approximately 58 contacts, including residents of 2 group homes. Technological advances included use of FaceTime functionality on an iPhone as a mobile option for Direct Observed Therapy, the recommended modality to ensure treatment compliance and prevent drug resistance. Both the iPhone and landline-based videophone save resources in terms of mileage and personnel costs of trips to client homes. Additional features of the electronic medical record system (EMR), Insight, were implemented.

The TB Program continues to collect data as a participant in the CDC study, "Post-implementation 3HP Assessment Project" to assess the implementation of a new regimen for LTBI treatment. This new regimen consists of a once weekly dose of medications for 12 weeks. Reducing the prevalence of LTBI in Washoe County, estimated at 12,000-20,000 individuals, leads to reductions in the development of TB disease and a decline in case rates. The CDC will be making a site visit to do cost analysis of the new regimen in the spring.

Dr. Iser will present "Think TB" at Renown Regional Medical Center to encourage community physicians to consider TB in a differential diagnosis as the prevalence in U.S. born citizens continues to drop. In 2011, the nation saw the case rate drop by 6.4% to 3.4 cases per 100,000 people, with a total of 10,528 cases. There was a 5.8% drop in actual case numbers. Other World TB Day activities through March and April include technical assistance inservice to area health care providers and publication of a TB EpiNews in March.

In Nevada, approximately 85 were cases reported in 2012 (official count has not been finalized yet). In Washoe County, eight cases were reported in 2012, and one case transferred care from another jurisdiction and completed treatment in Washoe County. These clients are seen daily for DOT. Another 55 individuals were reported for suspected TB with program staff monitoring and consulting with area health care providers to rule out infectious disease. Seventy-one clients started LTBI treatment and have either completed or are continuing treatment. Staff PHNs managed 311 clients with 2,584 encounters in FY12.

## 5. Program Reports

- a. **Sexual Health** – As part of the verbal report from the Division Director in January, he updated Board members on a recent increase in Syphilis cases, and the utilization of the STD Outbreak Response Plan (STD ORP). As of the time of this report submission, syphilis cases remain elevated, and the program fluctuates between Levels 1 and 2 of the STD ORP. The cases remain manageable by the Sexual Health Program, and

no additional assistance from EPHP or the Nevada State Health Division is needed at this time.

**b. Immunizations –**

- i. **Influenza –** Demand for influenza vaccine has decreased over the past month, with utilization of vaccine being considered routine. Program staff held a clinic February 4, 2013, at Shoppers Square in collaboration with Immunize Nevada, immunizing 385 children against influenza.
- ii. **School Located Vaccination Clinics (SLVC) –** Staff conducted five SLVCs in January, providing 175 doses of Tdap and 509 doses of Influenza vaccines, to over 550 children. Staff will determine whether spring clinics are indicated for Tdap.

**c. Tuberculosis Prevention and Control Program –** Several clients were evaluated last month for suspect TB disease, with two homeless individuals isolated until infectiousness was ruled out. There is a national shortage of Isoniazid (INH) due to lack of an essential ingredient, with projected resumption of supply by March. The TB Program has adequate reserve levels of INH for treating Latent TB Infection and TB disease locally and loaned some medication to Southern Nevada.

**d. Family Planning/Teen Health Mall –** Encompassed in the report above.

**e. Chronic Disease Prevention Program –** Implementation plans for a tobacco-free UNR campus are underway with the support of undergraduate and graduate student leadership. Student interns are mapping neighborhoods for potential tobacco free zones (e.g. the block containing the Children's Museum). Menu labeling work was resumed, with contractors using a new software system to analyze restaurant menu options. The team is working with Dr. Iser to develop the new Health Education/Promotion unit.

**f. Home Visitation –** PHNs are updating and revising Public Health Nursing Standards of Care to ensure Health District guidelines match American College of OB/GYNs (ACOG) and American Academy of Pediatrics (AAP) standards within the scope of work for professional nurses. A strategic plan for countywide Maternal, Child and Adolescent Health was finalized with input from a community panel.



# Washoe County Health District

## ENVIRONMENTAL HEALTH SERVICES DIVISION



**Public Health**  
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**DATE:** February 19, 2013

**TO:** District Board of Health Members

**FROM:** Robert O. Sack, Division Director, Environmental Health Services (EHS)

**SUBJECT:** Environmental Health Services Division Report for February 2013

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### Land Development

- The Land Development Group was able to bring back our college intern for a couple of weeks during semester break to help with the annual pool and spa inspection workload. By employing the same intern used last summer, our program avoided training and personnel issues that otherwise would have limited usefulness during this short window of opportunity.
- School District personnel reconfigured the arsenic treatment system at the Verdi School water system and have now achieved water quality results that are well within the federal standards. Meanwhile, Land Development team members have approved the wells and piping layout and are waiting for a revised drawing to approve the storage tanks for the Reno Technology Center public water system, due to be operational by the end of the year.
- The Land Development team continues to see signs of a rebound from the recession. Two final subdivision maps, creating 125 new residential lots, have been submitted for review and signature already this year. There were only 134 residential lots created by final map during all of 2012. Additionally, staff reviewed eleven residential septic system plans in January after reviewing only two in January 2012.

### Vector-Borne Disease Program

- Staff recently attended a Nevada Department of Agriculture workshop for continuing education and tested to maintain our Nevada Restricted Use Pesticide Certificate as required by law when applying pesticides. At this workshop, a member of our staff provided a Bed Bug presentation. Staff was also asked to present the same presentation to a group of 30 individuals for Elder Protective Services.
- Staff has taken advantage of the recent nice weather to GPS new and existing catch basins, adding these points to our existing database.
- Vector is current with building inspections and signing off projects for contractors when they complete Vector's design standards for developments. The Vector Coordinator, James Shaffer, recently had an article published in the *Proceedings and Papers of the Mosquito and Vector Control Association of California – Volume 80* (attached). The article "Modifying Catch Basins to Improve Water Quality and Eliminate the Colonization of Mosquitoes in the Public Infrastructure" shows the specific design modifications made to catch basins in Washoe County.

- Staff recently created a database of the weekly collection of mosquitoes in the New Jersey Light traps for each season for the past 15 years. With this historical data, the goal is to analyze the information and develop a model to annually predict the first sign of mosquito viruses occurring in the Truckee Meadows Community.

**Waste Management**

- The regulations for Farmer Markets are being updated.
- Temporary Foods/Special Events applications are increasing and staff is preparing for the move to the Food Program effective April 1, 2013.
- Recycling Permits are all due in February.



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Robert O. Sack, Division Director  
Environmental Health Services Division

Attachment

## Modifying Catch Basins to Improve Water Quality and Eliminate the Colonization of Mosquitoes in the Public Infrastructure

James Shaffer

*Washoe County Health District, 1001 East Ninth Street, Reno, NV 89512, 775-750-8272, jamshaffer@ymail.com*

**ABSTRACT:** This article shows the specific design modifications that were made to catch basins in Washoe County to improve water quality and reduce public health problems. As street surfaces increase, additional storm water runoff is directed to catch basins, and these catch basins provide mosquitoes with places to colonize and lay eggs. Consequently, Xeripave, a company that manufactures pervious pavers, developed a design with a water quality paver tray insert placed below the grate of the catch basin; this paver insert eliminates colonization by adult mosquitoes. The new design modification by the Vector-Borne Diseases Prevention Program of the Washoe County Health District protects the public health and reduces our reliance on pesticides.

Catch basins have great significance for vector control agencies throughout the United States because they collect water for extended periods of time, allowing mosquitoes to colonize this infrastructure. The Vector-Borne Diseases Prevention Program of the Washoe County Health District correlates poor water quality to increases in the colonization of public infrastructure by mosquitoes. While we educate our communities to place screens on windows and maintain urban ponds and swimming pools, little attention by the public is given to catch basins, street “incubators” that produce hundreds of adult mosquitoes weekly throughout the summer months.

Historically, catch basins (DI's) were used to eliminate the clogging of sewers by trapping course debris and preventing the release of odors from sewers by providing a water seal. The prevention of sewer clogging was especially important prior to the existence of quality street surfaces. In areas where streets were partially or wholly paved, significant quantities of stone, sand and manure were washed into sewer systems during periods of rainfall and into the catch basin (Lager 1972).

As urbanization has increased, street surfaces have improved and impervious surface area has increased, providing additional storm water runoff to catch basins as well as ephemeral and natural channels and tributaries to rivers. This has increased erosion, accumulation of debris and the transfer of sediment collected in the catch basin infrastructure. Materials deposited onto impervious surfaces from commercial products such as metals, pesticides, fuels, waste oils, pathogens and synthetic organics are incorporated into storm water as pollutants. The U.S. EPA has determined that this type of pollution, known as nonpoint source pollution or storm water pollution, is now the single largest cause of the deterioration of our nation's water quality (Kennedy/Jenks 2004).

With increased growth in the Truckee Meadows Community since 2000, our District initiated a GIS data base program in response to the concerns of mosquito colonization in catch basins. A prevention base program for the colonization of mosquitoes was anticipated through sampling the DI's, and then responding with pesticide treatments. There are over 35,000 catch basins in the Truckee Meadows Community with the City of Reno having

15,000, the City of Sparks with 11,000, and Washoe County 10,000; this does not include the privately maintained catch basins that are not part of the public infrastructure. Typically our District can inspect and treat 7,000 to 8,000 catch basins annually. While this may be considered a large number of basins inspected, it falls short of the total DI's that should be sampled. Since 2002, all development and redevelopment projects sent to the Vector-Borne Diseases Program from City of Reno, Sparks and Washoe County Community Development are reviewed with design standards required for detention, retention basins, channels, wetlands, swales and ponds (infrastructure). Based on regulation 040.013 that states that drop inlets and or catch basins shall have no free-standing water, we initiated design modifications for catch basins to eliminate water standing in this infrastructure.

The Vector-Borne Diseases Prevention Program of the Washoe County Health District collaborated with Washoe County Public Works engineers and private industry to develop a catch basin design that provides water quality benefits while not posing public health issues (Lindeman 2011). The first attempt to modify catch basin designs occurred in 2007. Jensen Precast, a firm that manufactures catch basins, modified their basin design to include placing 1 inch diameter weep holes on the side and end wall of the DI's. As water enters the basin from the curb it is sweep out through the one inch diameter holes, thereby eliminating any standing water in the basin sump.

After working on this design for a year it was accepted and placed in the Washoe County Hydrology Manual (Orange Book). This new detail design was required on new development projects and building plans for the cities and Washoe County. Shortly after the acceptance of this design, the cities of Reno and Sparks rejected the modification in the public infrastructure because the weep hole catch basin design was considered an injection well by definition of the Nevada Department of Environmental Protection (NDEP). Yet, the program continued to pursue a design and/or modification for catch basins to improve water quality and eliminate mosquito breeding.

In 2008 work began with Xeripave, a company that manufactures pervious pavers, and Washoe County Public Works engineer Norman Lindeman to eliminate the amount of debris,

organic matter and pollution by collecting this material below the grate and onto the pavers, thus preventing this material from entering tributaries to the Truckee River. The support structure of the water quality paver tray insert consists of four 2 inch wide by ¼ inch thick vinyl strips anchored onto the side and end walls of the catch basin with two vertical supports made from aluminum angle iron. Five pavers are placed on top of this support system. The one opening left in the water quality paver tray system is for a 12 x 12 rectangular over flow flapper valve (Twitchell 2011). This overflow unit ensures that during flood events water flowing in the catch basin is carried through the outlet pipe without reducing the hydrological capacity of the basin. Additionally, there is a flapper valve at the end of the over flow unit which operates by gravity preventing adult mosquitoes from flying into the water filled basin sump.

One pilot demonstration was conducted in Washoe County and in the City of Reno to test for sediment clogging. A water truck was used to simulate large storm events to determine if the paver tray insert in the catch basin met Washoe County hydrological standards. As water rises in the catch basin during a flood event, it spills into the rectangular over flow unit, discharging storm water to the outlet pipe. When the high flows recede, the flapper valve closes sealing the opening of the overflow unit which eliminates the oviposition of female mosquitoes in the sumps.

Public works staff from Reno, Sparks and Washoe County, as well as civil engineers from the entities and the Truckee Meadow Storm Water Permit Coordinating Committee were invited to the demonstrations simulating flood events and the removal of debris and sediment from the catch basin with a vacuum truck. Public Works staff provided changes to the design based on the additional time it would take to vacuum the sumps and outlet pipe with the vacuum truck. As a result, modifications were made to the vertical supports making them easier to remove by notching them onto the rack, rather than anchoring them to the side walls, and the over flow unit was moved to the center of the Xeripave Water Quality Tray Insert. These changes allowed more water to enter the unit. The two year testing period culminated in the Xeripave Water Quality Paver Tray Insert being approved by Washoe County and the new design placed in their Orange Book. As trash is captured below the grate and above the outlet pipe, debris can not be discharged through the public infrastructure to tributaries to the Truckee River. The material collected does not have a chance to decompose because it does not collect in the sump, eliminating odor while removing access for adult mosquitoes.

In 2011 the Vector Borne Diseases Prevention Program received a grant from the Nevada Department of Environmental Protection (NDEP) to modify 100 catch basins in the Spanish Springs area of Washoe County. This project will demonstrate the effectiveness in capturing solids on the surface of permeable paver inserts, preventing them from entering the storm water catch basin infrastructure (McMain 2010). The goal of the Spanish Springs Storm Water Demonstration Project is to prevent sediment larger than 30 mm, debris and litter from entering the storm water catch basin infrastructure, thereby reducing the pollutant loads

discharged into the Truckee Drain and ultimately improving water quality to the Truckee River (McMain 2010). The secondary benefit of the project is that adult mosquitoes cannot colonize the catch basins because the Xeripave Water Quality Tray Insert is placed above the water filled sump, making it unavailable for the adult female mosquito to lay eggs.

Since our initial involvement in Community Development Planning in 2002, the Washoe County Health District Vector-Borne Diseases Prevention Program continues to expand its influence on designs based on our regulations. The collaborative working relationship with Community Development, Public Works, engineering firms and industry have provided dividends to our program to develop infrastructure that has multiple benefits. Typically public health concerns are not a priority unless a disease outbreak sickens or causes deaths, and even after such an event, it maybe soon forgotten. Working with Community Development in planning provides a long-term approach through better design in our infrastructure in which planners, engineers and designers understand our "prevention through design approach". This also has had a profound influence on our program in that we are not viewed by the public as a typical Mosquito Vector Control District that is thought of as an agency that sprays pesticides. Planning with this new infrastructure design lessens the public's concern with the use of pesticides and promotes public health in our community.

#### ACKNOWLEDGEMENTS

The important assistance by public works from the City of Reno, the City Sparks, and Washoe County, along with the Truckee Meadows Storm Water Coordinating Committee, is gratefully appreciated for the field trials that were conducted in their public infrastructure. We also extend thanks to Jeff Jeppson and Will Lumpkin in design modifications of the insert and collaboration during the field trials. Ryan Shaffer and Denise Cona provided helpful comments on the manuscript. This work was made possible by T C Twitchell from Xeripave who provided the technical support for this insert design.

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- Metcalf & Eddy, Inc. 1972. Wastewater Engineering: Collection, Treatment and Disposal. New York, McGraw-Hill pg 8.
- McMain, Kerrie. 2010. Administrator for the Washoe Storey Conservation District (personal communication).
- Twitchell, TC. 2011. Xeripave Sales Representative (personal communication).



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



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

**Date:** February 15, 2013

**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 January 2013 and includes the following sections:

- Air Quality
- Monitoring Activity
- Planning Activity
- Permitting Activity
- Compliance/Inspection Activity
- Enforcement Activity



# Director's Report

JANUARY 2013

## Sequester Postponed

The *American Taxpayer Relief Act of 2012* postponed for two months the automatic spending cuts that would have resulted if Congress did not adopt an alternative deficit-reduction plan. Specifically, it postponed an across-the-board reduction of 8.2 percent in non-exempt non-defense discretionary funding, which includes EPA's budget and the grant programs that provide funding to AQM. The *American Taxpayer Relief Act of 2012* provides an additional two months, until March 1<sup>st</sup>, for an agreement to be reached in order to avert the automatic cuts.

## 2012 – Warmest Year on Record for Contiguous U.S., Tenth Warmest Worldwide

The National Oceanic and Atmospheric Administration (NOAA) released its State of the Climate – Global Analysis Report 2012, which showed that 2012 was the warmest year on record for the contiguous United States. The average temperature for 2012 was 55.3 degrees Fahrenheit (°F), 3.2°F above the 20<sup>th</sup> century average, and 1.0°F above 1998, the previous warmest year. In addition, the U.S. Climate Extremes Index, which evaluates extremes in temperature and precipitation, as well as tropical cyclones that hit land, indicated that 2012 was the second most extreme year on record for the nation. Also of note, July 2012 was the hottest month ever observed for the contiguous United States, with an average temperature of 76.9°F, 3.6°F above average. The eighth warmest June, record hottest July and a warmer-than-average August resulted in a summer average temperature of 73.8°F, the second hottest summer on record. An estimated 99.1 million people experienced 10 or more days of summer temperatures greater than 100°F, nearly one-third of the nation's population.

In addition, the report showed that 2012 was the 10<sup>th</sup> warmest year on record. This marks the 36<sup>th</sup> consecutive year (since 1976) that the yearly global temperature was above average. Climate change has the potential to increase air pollution levels in Washoe County due to increased potential for wildfires and increased ozone formation due to higher temperatures.

### AIR QUALITY COMPARISON FOR JANUARY

| Air Quality Index Range                   | # OF DAYS JANUARY 2013 | # OF DAYS JANUARY 2012 |
|---|------------------------|------------------------|
| GOOD 0 to 50                              | 5                      | 6                      |
| MODERATE 51 to 100                        | 25                     | 25                     |
| UNHEALTHY FOR SENSITIVE GROUPS 101 to 150 | 1                      | 0                      |
| UNHEALTHY 151 to 200                      | 0                      | 0                      |
| VERY UNHEALTHY 201 to 300                 | 0                      | 0                      |
| TOTAL                                     | 31                     | 31                     |



## Vehicle Inspection and Maintenance Program

Mr. Inouye and I attended the Nevada Advisory Committee on Control of Emissions from Motor Vehicles on January 8<sup>th</sup>.

On January 30<sup>th</sup> I met with Senator Gustavson regarding his BDR- 427. I explained my concerns regarding his proposed changes to reduce the vehicle emissions testing requirements to every two years and to increase the initial exemption period for new vehicles. I informed him that Clark County had nineteen exceedances of the ozone standard during 2012, that EPA would be proposing revisions to the ozone standard late in 2013, and finalizing a new standard in 2014 which was expected to be lower than the existing standard and which Washoe County might be out of attainment with. I explained to Senator Gustavson that both Washoe and Clark County Air Agencies believed it would be preferable to wait until the new standard is set before proposing changes to the inspection and maintenance program. Senator Gustavson intends to proceed with his legislation.

## EnergyFit Nevada

I provided updates to the Reno and Sparks City Councils on the EnergyFit Nevada Program following their EnergyFit Nevada Day Proclamations last October. EnergyFit Nevada uses the Home Performance with Energy Star program to connect homeowners with qualified and prescreened energy assessors and energy efficiency upgrade contractors to improve the health, comfort and energy efficiency of their homes. The program receives funding and provides rebates through a grant from the Department of Energy to the Nevada State Office of Energy. All 100 of the wintertime special energy upgrade rebates were allocated before the end of December. 128 energy assessments were conducted statewide with 52 of those in Washoe County. 45 energy efficiency upgrades were completed by the end of January with 25 of those in Washoe County. An additional 55 upgrades are in process and scheduled for completion before March 31<sup>st</sup>. Discounted energy assessments continue to be available for \$199, and rebates remain available for upgrades resulting in energy efficiency improvements of 15% or more. Contact [www.EnergyFitNV.org](http://www.EnergyFitNV.org).

*Kevin Dick, Division Director*

**HIGHEST AQI NUMBER BY POLLUTANT**

Air Quality

| POLLUTANT                         | JANUARY 2013 | YTD for 2013 | JANUARY 2012 | Highest for 2012 |
|-----------------------------------|--------------|--------------|--------------|------------------|
| CARBON MONOXIDE (CO)              | 24           | 24           | 25           | 29               |
| OZONE 8 hour (O3)                 | 39           | 39           | 39           | 104              |
| PARTICULATES (PM <sub>2.5</sub> ) | 112          | 112          | 94           | 105              |
| PARTICULATES (PM <sub>10</sub> )  | 76           | 76           | 74           | 74               |

For the month of January 2013, the highest Air Quality Index (AQI) value reported was one-hundred twelve (112) for PM<sub>2.5</sub>. There were no exceedances of Carbon Monoxide, Ozone or PM<sub>10</sub>. There were five (5) days the air quality was in the good range, twenty-five (25) days the air quality was in the moderate range, and one (1) day the air quality was in the "Unhealthy for Sensitive Groups" range.

January Weather and Burn Codes

Weather plays a significant role affecting air pollution concentrations in the Truckee Meadows. January 2013 was drier and colder than normal. These conditions are typically associated with strong temperature inversions, light winds, and higher PM<sub>2.5</sub> concentrations. Notable for this month was 18 days of fog reported. Here are five parameters comparing January 2013 with historic normals.

Average Temperature - 30.2 degrees which is 5.4 degrees below normal.

Days with Maximum Temperature at or Below 32 degrees - 8 days which is 4.9 days above normal.

Precipitation - 0.12 inches which is 0.91 inches below normal

Snowfall - 1.2 inches which is 4.3 inches below normal

Average Wind Speed - 3.0 mph which is 1.8 mph lower than normal

These weather conditions and elevated PM<sub>2.5</sub> concentrations resulted in the AQMD issuing more Yellow and Red burn codes compared to last year. Below is the Burn Code summary comparing January 2013 with January 2012.

Green Burn Code Days - 16 versus 30 in 2012

Yellow Burn Code Days - 12 versus 1 in 2012

Red Burn Code Days - 3 versus 0 in 2012

The Know the Code program continues through February and the daily Burn Code can be found at [www.ourcleanair.com](http://www.ourcleanair.com).

Planning & Monitoring Activity

In October 2012, the AQMD introduced the Keep it Clean, Know the Code program. In addition to rebranding the Green, Yellow, and Red Burn Code program, an easy to remember website domain was created for the public. Ourcleanair.com redirects to the AQMD homepage on the Washoe County website. During the Know the Code season (November through February), the AQMD homepage includes the current Burn Code and additional information about the Know the Code program. In January 2013, the AQMD homepage generated over 10,000 page views of which 4,329 were from ourcleanair.com. The AQMD website was the eighth most visited County site during the month. The additional website traffic can be attributed to the AQMD's partnerships with the television media and National Weather Service, as well as advertising campaigns on local radio stations and the Reno News & Review.

*Dan Inouye, Branch Chief  
Planning and Monitoring*

Permitting Activity

| TYPE OF PERMIT                  | 2013            |                 | 2012             |                     |
|---------------------------------|-----------------|-----------------|------------------|---------------------|
|                                 | JANUARY         | YTD             | JANUARY          | ANNUAL TOTAL        |
| Renewal of Existing Air Permits | 105             | 105             | 103              | 1339                |
| New Authorities to Construct    | 7               | 7               | 5                | 88                  |
| Dust Control Permits            | 4<br>(30 acres) | 4<br>(30 acres) | 8<br>(150 acres) | 105<br>(1420 acres) |

|                              |                           |                           |                           |                             |
|------------------------------|---------------------------|---------------------------|---------------------------|-----------------------------|
| Wood Stove Certificates      | 17                        | 17                        | 22                        | 329                         |
| WS Dealers Affidavit of Sale | 7<br>(7 replacements)     | 7<br>(7 replacements)     | 9<br>(4 replacements)     | 134<br>(83 replacements)    |
| WS Notice of Exemptions      | 633<br>(5 stoves removed) | 633<br>(5 stoves removed) | 983<br>(5 stoves removed) | 7346<br>(83 stoves removed) |

|   |    |    |     |     |
|---|----|----|-----|-----|
| Asbestos Assessments and Asbestos Demo and Removal (NESHAP) | 85 | 85 | 106 | 106 |
| Asbestos Assessments  | 65 | 65 | -   | -   |
| Asbestos Demo and Removal (NESHAP)                          | 20 | 20 | -   | -   |

Compliance & Inspection Activity

Staff reviewed twenty-six (26) sets of plans submitted to the Reno, Sparks or Washoe County Building Departments to assure the activities complied with Air Quality requirements.

Staff conducted thirty-six (36) stationary source renewal inspections and fifty-seven (57) gas station inspections in January 2013. Staff also conducted inspections on asbestos removal and construction/dust projects.

The Permitting Section has been working to implement 40 CFR Part 63 Subpart ZZZZ - National Emission Standards for Hazardous Air Pollutants for Reciprocating Internal Combustion Engines (RICE Rule).

On January 14, 2013, EPA signed the final revisions to the 2010 RICE Rule which includes a compliance date of March 13, 2013 for all existing sources. Staff has reviewed the regulations and developed the additional conditions of operation that will be placed on the permits to operate as they proceed through the renewal process. Facilities have been notified of the revisions to the RICE Rule and the subsequent changes to their permits to provide them adequate time to come into compliance with the new regulations.

The Enforcement Staff has developed a new procedure to minimize excess emissions from gasoline dispensing facilities. The inspectors are now tagging nozzles out of service if the hanging hardware is found to be out of compliance instead of issuing a corrective action order with a specified period of time to correct the non-compliance. By tagging the equipment out of service, not only has the potential for excess emissions been reduced but the repairs are being completed in a more expeditious manner. The inspector attaches the out of service tag and it is not removed until the maintenance service signs the form documenting the repairs have been completed. The inspector then returns to the facility to confirm the repairs have been completed and retrieves the signed form for the record. With this new process, the Enforcement staff does retain the option to issue a notice of violation if the degree of non-compliance warrants the action. To date, the gasoline dispensing facilities have been very receptive and responsive to the new process.

*Charlene Albee, Branch Chief  
Permitting & Enforcement*

Enforcement Activity

| COMPLAINTS          | 2013*     |           | 2012      |           |              |
|---------------------|-----------|-----------|-----------|-----------|--------------|
|                     | JANUARY   | YTD       | JANUARY   | YTD       | Annual Total |
| Asbestos            | 1         | 1         | 1         | 1         | 18           |
| Burning             | 1         | 1         | 0         | 0         | 8            |
| Construction Dust   | 1         | 1         | 7         | 7         | 30           |
| Dust Control Permit | 1         | 1         | 2         | 2         | 7            |
| General Dust        | 0         | 0         | 0         | 0         | 46           |
| Diesel Idling       | 0         | 0         | 0         | 0         | 8            |
| Odor                | 2         | 2         | 1         | 1         | 16           |
| Spray Painting      | 0         | 0         | 0         | 0         | 5            |
| Permit to Operate   | 1         | 1         | 5         | 5         | 55           |
| Woodstove           | 4         | 4         | 5         | 5         | 16           |
| <b>TOTAL</b>        | <b>11</b> | <b>11</b> | <b>21</b> | <b>21</b> | <b>209</b>   |
| NOV'S               | JANUARY   | YTD       | JANUARY   | YTD       | Annual Total |
| Warnings            | 1         | 1         | 7         | 7         | 46           |
| Citations           | 1         | 1         | 3         | 3         | 40           |
| <b>TOTAL</b>        | <b>2</b>  | <b>2</b>  | <b>10</b> | <b>10</b> | <b>86</b>    |

\* Discrepancies in totals between monthly reports can occur because of data entry delays.

Notices of Violation (NOVs):

There were two (2) Notice of Violations (NOV's) issued in the month of January, 2013. There was one (1) NOV Warning and one (1) NOV Citation.



# Washoe County Health District



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

February 12, 2013

TO: Members District Board of Health  
FROM: Eileen Stickney  
SUBJECT: Report for February 2013 AHS Division

## TECHNOLOGY UPDATE

Department Computer Applications Specialist Steve Fisher is part of the cross-jurisdictional team that is looking at Permitting-Business License systems that would potentially be used by all jurisdictions. The system would replace our 13 year old system and would give us:

- Better integration with Geographic Information Systems (GIS) technology,
- Improved inspection capabilities, and
- Web capabilities that would allow constituents to:
  - Apply and pay for a permit online,
  - Make appointments for pool & spa inspections, and
  - Make requests & complaints.

We are currently attending demonstrations of 3 systems and anticipate making a selection in March. A business case presentation will be given to the Washoe County Board of County Commissioners, Reno City Council, and Sparks City Council shortly afterwards.

Department Computer Applications Specialist Curtis Splan has initiated a new Business Intelligence and Data Quality Reporting initiative which is helping the CCHS Division better prepare themselves for fiscal, clinical and clerical data quality improvement processes. This initiative consists of real-time business intelligence alerts which are helping to guide better data input, avoid obvious clinical and clerical errors and help to train employees when new business processes are implemented. The initiative also consists of a suite of approximately 20 reports which help to quantify various exceptions which garner attention and also serve to help the CCHS Division to self-manage and automate these processes as much as possible.

Members, District Board of Health  
February 12, 2013  
Page Two

Other projects currently under-way are:

- Testing for the first bi-directional HL7 State Registry interface within Nevada in collaboration with the Nevada State Health Division
- Implementation of two materials management modules (for Immunization and Clerical supplies) to help track and manage resources more efficiently
- Usability Testing for a future version of Insight (to be released end of Q1 2013) to help prepare key Insight stakeholders of future features and abilities
- Implementation of the STD Field Questions module, which shall help to replace the highly latent State hosted software, STD\*MIS

Future projects include:

- Purchase of Family Planning module for more accurate Title X reporting
- Purchase of HL7 Real-Time Interface for Lab Ordering and Results in connection with Nevada State Public Health Labs

  
Administrative Health Services Officer



# Washoe County Health District



Public Health  
Prevent. Promote. Protect.

February 28, 2013

**TO:** District Board of Health Members

**FROM:** Joseph P. Iser, MD, DrPH, MSc  
Washoe County District Health Officer

**SUBJECT:** February 2013 Washoe County District Health Officer Report

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## 2013 Legislative Session

- WCHD continues to coordinate with Washoe County, WCMS, NSMA, and others on legislative support issues.

## Budget

- In previous reports, we have discussed the significant budget shortfall for next fiscal year.
- We continue to make good progress towards decreasing the shortfall in the FY 14 budget year. The DBOH Budget meeting is scheduled for March 7, 2013, 1:00 pm.
- Meetings with Ms. Simon on the budget have revolved around continuing to keep COWCAP but increasing the general fund allocation from the county to cover more of our total costs.

## Human Resources

- Most open, non-general funded positions remain filled.
- We have one position in CCHS, one in EPHP, and the Administrative Secretary positions under recruitment.

## Communication

- DHO will continue to meet routinely or as needed with all partners.
- The St. Mary's/UNR/WCHD data set regarding the health assessment is now available online. We will schedule a demonstration for March DBOH.
- We are working with a UNR student to develop local data related to the Leading Health Indicators outlined in Healthy People 2020.

## Accreditation

- Internal accreditation meetings continue to occur.
- We continue to work on two applications for the CDC Public Health Prevention Specialist and the Public Health Associate Program. We have students interested in applying for these programs from UNR.
- Other significant efforts for accreditation remain on hold.



### Washoe County and Community Activities

- DHO attended the REMSA Board of Directors meeting in February.
- An update on all EMS activities related to the TriData report and other activities continues to be provided monthly.
- DHO and the Director of CCHS will continue to meet regularly with the group looking at school-based health centers, led by WCSD.
- DHO continues to meet routinely with the Sheriff's Dispatch working group.
- DHO has been asked to be on the board of the Human Services Network.

### State-Wide (and Beyond) Organizational Efforts

- We have established monthly conference calls with the other two local health authorities that continue. We will continue calls monthly to continue to try to coordinate public health in Nevada.
- 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.

### Interjurisdictional Sharing of Resources

- The Robert Wood Johnson grant began January 15. DHO traveled to all partner counties in late January and early February to begin the coordination for this assessment. An introduction to the grant and its requirements was provided, along with the local health services WCHD provides to its jurisdiction.
- The other counties generally expressed continued support for the grant's activities, which will continue for two years.

### District Board of Health Information and Resources

- Health District Media Contacts and Outreach

#### Health District Media Contacts: January 6 - February 5, 2013

| <u>DATE</u> | <u>MEDIA</u>           | <u>REPORTER</u> | <u>STORY</u>         |
|-------------|------------------------|-----------------|----------------------|
| 2/13/2013   | KTVN-CH2 CBS Reno      | Chris Ciarlo    | Influenza - Shore    |
| 2/13/2013   | Reno Gazette - Journal | Steve Timko     | Oxygenated Gasoline  |
| 2/8/2013    | UNIVISION              | Anya Ramirez    | Influenza - Ulibarri |
| 2/5/2013    | KOLO-CH 8 ABC Reno     | Terri Russell   | Flu & Seniors - Todd |
| 2/4/2013    | KRNV-CH 4 NBC Reno     | Ashley Cullins  | Influenza - Shore    |
| 1/28/2013   | KRNV-CH 4 NBC Reno     | Kristina Nelson | Norovirus - Todd     |
| 1/22/2013   | KKOH Radio - 780 AM    | John Summers    | DBOH Agenda - Iser.  |
| 1/15/2013   | KRXI-CH 21 FOX 11      | Matt Rosenberg  | Influenza - Todd     |
| 1/14/2013   | Reno Gazette - Journal | Steve Timko     | Influenza - Ulibarri |

|           |                           |                   |                                  |
|-----------|---------------------------|-------------------|----------------------------------|
| 1/14/2013 | KRNV-CH 4 NBC Reno        | Ashley Evans      | Influenza - Ulibarri             |
| 1/14/2013 | KTVN-CH2 CBS Reno         | Gabby Tafolla     | Influenza - Ulibarri             |
| 1/11/2013 | KREN-CH 27 Univision Reno | Jose Gonzales     | Influenza - Ulibarri             |
| 1/11/2013 | KOLO-CH 8 ABC Reno        | Kendra Kostelecky | Influenza - Ulibarri/West        |
| 1/11/2013 | Reno News & Review        | Traci Douglass    | Wood Burning Pizza Ovens - Albee |
| 1/10/2013 | KOLO-CH 8 ABC Reno        | Terri Russell     | Influenza/Handwashing - Todd     |
| 1/9/2013  | KUNR 88.7 FM NPR          | Kate McGee        | Influenza - Ulibarri             |
| 1/9/2013  | KRNV-CH 4 NBC Reno        | Alex Sacks        | Influenza - Ulibarri             |
| 1/9/2013  | Reno Gazette - Journal    | Emerson Marcus    | Menu Labeling/Nutrition - Seals  |
| 1/7/2013  | KOLO-CH 8 ABC Reno        | Denise Wong       | Influenza - Shore                |

**Press Releases/Media Advisories/Editorials**

|           |                         |                         |                                  |
|-----------|-------------------------|-------------------------|----------------------------------|
| 1/31/2013 | Media Distribution List | PIO Ulibarri            | Joint Press Release - RWJF Grant |
| 1/24/2013 | Media Distribution List | PIO Ulibarri/Dan Inouye | Burn Code - Yellow Rescinded     |
| 1/15/2013 | Media Distribution List | PIO Ulibarri/Dan Inouye | Burn Code - Yellow Issued        |
| 1/9/2013  | Media Distribution List | PIO Ulibarri/Dan Inouye | Burn Code Notice - Red Rescinded |
| 1/8/2013  | Media Distribution List | PIO Ulibarri/Kevin Dick | Burn Code Notice - Red Issued    |
| 1/6/2013  | Media Distribution List | Kevin Dick              | Burn Code Notice - Red Rescinded |

*Joseph P. Iser MD, DrPH, MSc*

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Joseph P. Iser, MD, DrPH, MSc  
District Health Officer